



PARIS
LODRON
UNIVERSITÄT
SALZBURG

Salzburg Centre of
European Union Studies



Lifelong
Learning
Programme



SURVIVAL GUIDE

Master of
European Union Studies



SCAN ME

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Welcome

to the Master Programme in European Union Studies!



This SCEUS manual for new EUS students will be your “survival guide” and first reference point, containing all the info you need to find your way through student life in Salzburg and especially the Master Programme EUS! If you read it thoroughly you will certainly be well equipped to enjoy student life in Salzburg and successfully finish your study programme!

Please make sure you also consult the online version of this guide for added link functionality.

➤ plus.ac.at > The PLUS > Focus Areas > SCEUS > Teaching > Master Programme > Important Information and Guides

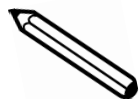
Also check our SCEUS Study Guide containing specific info on the curriculum. It is available online and as printed version at the SCEUS.



Congratulations on coming to Salzburg!

Did you know?

- Ø Salzburg used to be an independent country but was annexed by the Austrian Empire in 1816.
- Ø Salzburg is home to the largest beer hall in Austria. At "Augustiner Bräu" monks have brewed beer for nearly 400 years. You can enjoy the beer, bring your own food and relax in the vaulted hall and beneath chestnut trees. They are very effective in repelling mosquitos and wasps.
- Ø Salzburg is famous for special sweets – "Mozartkugeln". They are chocolates made with layers of nougat and pistachio marzipan filling. You will find them everywhere and you can't leave town without eating one (or two, or 100).
- Ø Are you familiar with "Sound of Music"? No? Well, congratulations, that is something you've got in common with the locals.
- Ø Salzburg is a city that stirs emotions. Love and hate for this city are deeply felt and tend to find quite colourful expression. Thomas Bernhard vividly illustrates this in his famous quote: "The Salzburgers were always as horrible as their climate, and nowadays everything is even more horrible". Others take it from quite a different angle: "Salzburg is the heart of Europe. In the middle of Europe there is no place more beautiful- and right here, Mozart had to be born!" (Hugo von Hofmannsthal).
- Ø While it might be true that Salzburg has London's weather and Paris' unfriendly waiters, it also has Vienna's charms and the miniature version of Rome's architecture. And nature. Lots of beautiful nature. Whether you want to go hiking or just spend a lazy day at one of the green oases within the confines of this town, Salzburg offers it all at virtually no cost.



Studying in Salzburg – first steps

For an overview of studying in Salzburg, e.g. which study programmes the university offers, check the general info page.

- [plus.ac.at > Studies](#)

For all students coming from abroad, please refer to the International Office's info portal for incoming students. You will find many important pages and links that are crucial both prior to enrollment as well as during your studies.

- [plus.ac.at > The PLUS > Administration and services > International Relations > International Relations Office](#)



How to apply as an international student for a degree programme at the University of Salzburg?

- [plus.ac.at > Studies > Aspiring students > Admission/Registration](#)

If you are not already enrolled in EUS, please consult our guidelines for the application procedure:

- [plus.ac.at > The PLUS > Focus Areas > SCEUS > Teaching > Master Programmer > Admission](#)

Please note: Although many official websites are only in German, you can always write emails and make phone calls in English. We warmly advise you to do so if you have any questions!

Please make sure you also consult the Welcome Guides of the International Office. While some information given is only relevant for Erasmus/Exchange-students, **there is important information that is relevant for all students coming from abroad:**

- [plus.ac.at > The PLUS > Administration and services > International Relations > International Relations Office > Service for Students > In Salzburg > Study placements > Study Abroad Exchange Students](#)

Important information:

- Residence registration
 - Accident and liability insurance, health insurance
 - Accommodation
 - Everyday living costs
 - Student computer labs, printing, scanning
 - University campus map
 - Health insurance
 - Accommodation
 - After arrival (Student Service Centre, payment of Austrian Student Union (ÖH) fees, registration via PLUSonline, validation of student ID card, civil registration, transport, telephone & internet providers, finances etc.)
- [plus.ac.at > The PLUS > Administration and services > International Relations > International Relations Office > International Life](#)

1) UNIVERSITY

Important Contacts at the University

- **Admissions Department (*Studienabteilung*)**

For all questions regarding your enrolment at the University of Salzburg as well as administrative questions, e.g. concerning admission or your student ID card, please contact the Admissions Department (Student Service Centre).

➤ plus.ac.at > [The PLUS](#) > [Administration and services](#) > [Admissions Department](#)

- **Examination Office (*Prüfungsreferat*)**

The examination office is responsible for processing all your grades as well as formalities at the end of your studies. Contact them for submission of your master's thesis and all other required documents (Topic, scientific content and administration of your thesis will be handled exclusively by your supervisor). If there are any external courses (i.e. from previous studies or other programmes) you might want to have recognized, please get into contact with the SCEUS office first.

- **Student Representation (*Studierendenvertretung – StV*)**

The student representation is responsible for all student-related issues in connection with the EUS curriculum as well as questions and problems you might encounter during a course or with a lecturer. Also, they organize info-days or social events on a regular basis. Feel free to contact them any time.

➤ oeh-salzburg.at > [studienvertretungen](#) > [StV European Union Studies](#)

➤ stv.eus@oeh-salzburg.at

➤ [+43 662 80446041](tel:+4366280446041)

- **ÖH Office (Austrian National Union of Students)**

The Austrian National Union of Students is the legal representation of all students to the competent ministries. Students in Austria are represented at three different levels at which representatives advocate for their interests. The ÖH also offers special services for foreign students, helping you with visa problems, admission to studies, acquiring German knowledge, questions regarding tuition fees and any other difficulties.

➤ [oeh-salzburg.at > Referate > Referat für Internationales](#)

- **International Office**

The International Office administers all exchange programmes and provides active support in international agendas for students and staff.

The International Office is the first stop for exchange and international incoming students as well as Austrian students interested in an exchange programme or an internship abroad.

➤ [plus.ac.at > The PLUS > Administration and services > International Relations > International Relations Office](#)

➤ [plus.ac.at > The PLUS > Administration and services > International Relations > International Relations Office > CONTACT & Office Hours](#)

- **Psychological Consulting Center (*Psychologische Studentenberatung*)**

The Psychological Counselling Centers help you choose and start your university studies, assist you in your personal development and provide guidance for academic and personal challenges. Feel free to contact them if you experience psychological pressure or other personal problems.

When you first come to one of the Counseling Centers, you will start with an in-depth conversation with one of the counselors. Together, you will decide which kind of support will be the best choice to help you reach your goal. All services are free of charge and, if desired, anonymous.

➤ <https://www.studierendenberatung.at/en/>

Essentials to Studying



Important personal information	
Matrikelnummer (enrollment/matriculation/student NR)	This number can be found on your ID card. We highly recommend that you memorize it and always carry your card on you.
User number ("s0000000")	This number enables access to online services such as PLUOnline, Blackboard (e-learning) and your email account.
E-Mail	Please check your account regularly (i.e. at least in the morning and evening). Changes to course schedules, cancellations and other important information will be sent to you via email. Sometimes you will receive automatically generated mails – do not ignore them!
Password	This password is for all logins. For your first login, you will receive an automatically generated password. You can change it afterwards.
Identification card	You will be asked to present your ID or provide your "Matrikelnummer" regularly. The card's validity also needs to be updated every semester at the devices found in most university buildings.

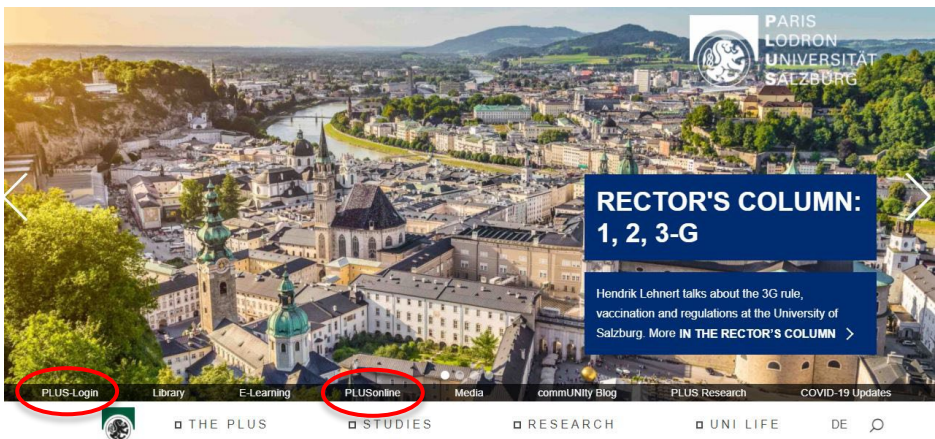
- **PLUS-Login and PLUSonline**

PLUS-Login (Paris Lodron Universität Salzburg Login) is a single-sign-on (SSO) portal for all online services, apps and other resources provided by the university. You can use it to access your email account, apps such as Blackboard (the university's e-learning app), to set up your WiFi connection with Eduroam, and many more!

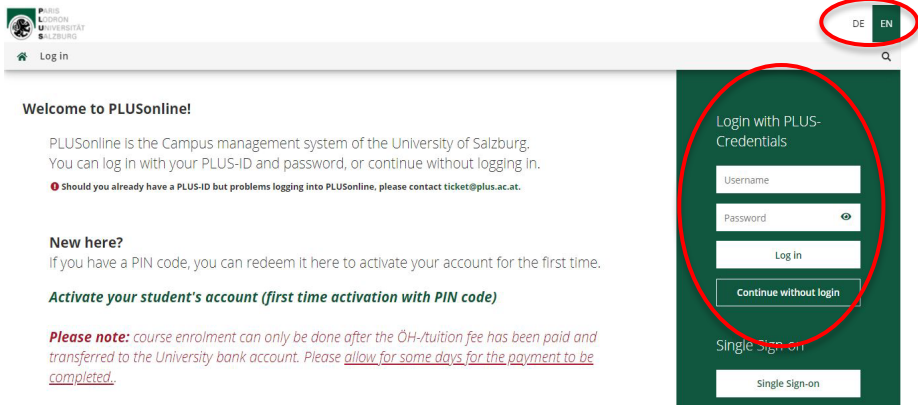
➤ <https://login.sbg.ac.at/>

PLUSonline is another app you can access through PLUS-Login. It is the internal online system of the university for students and staff. There you register for courses, look up rooms, your grades and pay your fee. You can find a link to PLUSonline on the top left corner on the website of the university. You can access PLUSonline by either logging into PLUS-Login and choosing PLUSonline or logging into PLUSonline directly.

➤ login.sbg.ac.at > **PLUSonline**

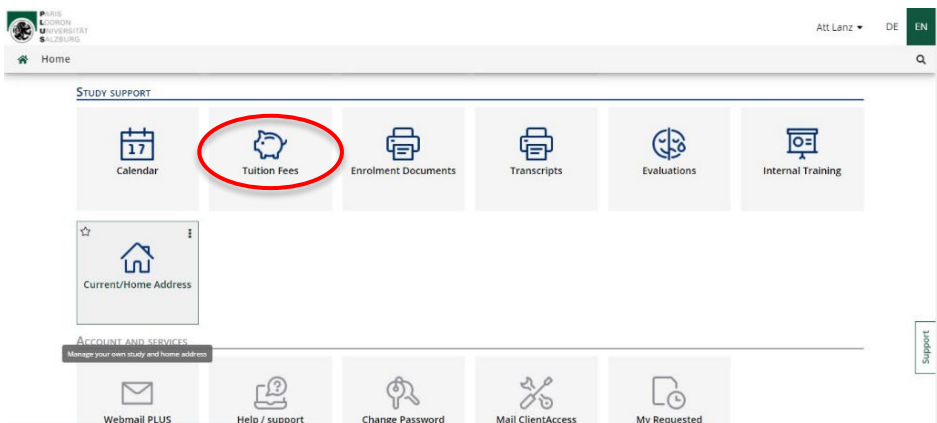


To log into SSO or any of the apps – such as PLUSonline – you will need your account number. This is not your “Matrikelnummer” but a separate number (s0000000) you receive once you have registered for your studies (see “Important personal information”). Additionally, you also need the password you received when you registered. If you wish to change the language, you can do so at the top right corner of the page.



- **Payment of tuition fees**

To pay your fees, log into PLUsonline, click on the button “Tuition Fees” and follow the instructions.

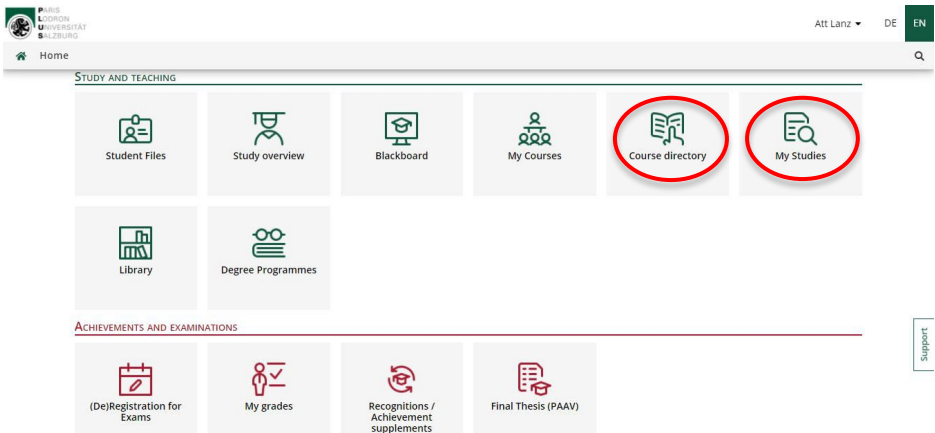




Important: Once you are logged in, you can pay your tuition fee. Please stay on top of your fee since the university will only remind you once. It must be paid in time every semester, otherwise a small compensation fee is added to the bill. (Check the deadlines on PLUSonline!) If you do not pay your fee, you will be exmatriculated! Ideally, you should pay a week early to make sure you do not miss the registration dates for courses. You can only register for courses after the university has received your payment.

- **Course registration**

After checking the curriculum – take a look at the EUS Study Guide! – you need to find the matching courses and register for them. First, log in to your PLUSonline account. Next, look for the buttons pictured in the following screenshot.



“Course Directory” will lead you to a search page for all courses offered at the university. It is recommended that you search by course number, as it will give you the best result. You can also search by course title, name of teaching staff and other filters.

“My Studies” provides an overview of the courses required to complete your degree. This is especially useful if you are attending more than one degree programme, or if you would like to complete your mandatory classes before choosing your electives. You can also use this button to see the whole curriculum for your degree and which classes you may take to fulfil the requirements as dictated by the curriculum. (The example below is taken from MA Political Science.)

Curriculum Support / Lanz, Att: BA (01021334)
066, 824 Master's Programme: Political Science (UG2002/824, Master programme, current): progress valid, Academic year 2021/22

Curriculum Semester plan

Display Node filter (All) Download Show my degree programmes

Academic achievements, by: 27.06.2019 11:50 STEOP

Node filter-Name	rec. sem.	Credits	Duration	Results	Sel	Pass	DF	RM	Cre	CRF	Grade	MP	WA	RV
[824_2016W] Political Science		120							6					
[824_16_EM] Elective Modules		36	12			P			0					
[824_16_CEM] Compulsory Elective Modules		6	2			P			0					
[824_16_7] Advanced Thematic Courses in Political Science		12	4			P			6					
[824_16_8] Methods in Political Science		12	4			P			0					
[824_16_9] Master's Seminar		6	2			P			0					
[824_16_FWF] Free Elective Courses		12				P			0					
[824_16_MT] Master's Thesis		30				P			0					
[824_16_ME] Master's Examination		6				P			0					

Courses can also be displayed by the semester in which they are due to be completed. This can be helpful when planning your studies, as it gives you an overview of the courses you need to take and serves as a profound guideline.

Curriculum Semester plan Cancel/Close

Display Download Show my degree programmes

Academic achievements, by: 13.08.2024 10:22 STEOP

Node filter-Name	rec. sem.	Credits	Duration	Results	Sel	Pass	DF	RM	Cre	CRF	Grade	MP	WA	RV
1st semester														
[809_21_1] Module 1: Introduction to the Politics of the EU														
[809_21_2] Module 2: European Law														
[809_21_3] Module 3: Economics and History of European Integration														
[809_21_4] Module 4: Terminology and Basics														
2nd semester														
[809_21_5] Module 5: Interdisciplinary Consolidation														
[809_21_6] Module 6: Practical Seminars														
3rd semester														
[809_21_6] Module 6: Practical Seminars														
[809_21_8] Module 8: Case Studies on EU Law and Politics														
[809_21_9] Module 9: Methodology advanced														
4th semester														
[809_21_7] Module 7: Methods, Research Design and Thesis														
No semester recommended														

For both versions: Click on the module you want to access, and it will show you all courses in that module. Now click on the course itself and you will see details such as the content, expected prerequisites, objectives of the

course, number of ECTS credits, name of teaching staff and where the course is held.

[824_2016W] Political Science	120		P	EN	6
[824_16_EM] Elective Modules	36	12	P		0
[824_16_1] Democracy and Legitimacy	18	6	P		0
[824_16_2] Comparative Politics	18	6	P		0
[824_16_3] Multilevel Politics - Austria and Europe	18	6	P		0
[824_16_3.1] Proseminar Basic Texts	1.	6	P	EN	0
Exam category in academic year 2021/22	Part/Exam	Lecturer (Assistant)			
300.660.225 25H P Basic Texts: Multilevel Politics - Austria and Europe		Blauberger M, Heinisch R			
[824_16_3.2] Seminar Fund II	6	2	P		0
[824_16_4] International Relations	18	6	P		0

If you would like to register for the class, just click the button “Go to course registration” on the left and follow the instructions on the following page. Please keep in mind that you can only register once you’ve paid your fees!

[< Back](#)

Overview

Description

Dates and Groups

Exam Information

Status within Curriculum

Equivalent courses

Go to course registration

Overview

Title

English for EUS ☆

Number

809.008

Persons Involved

Lecturer (Assistant)

Hughes, Tim

Type

language course (SE)

Semester hours

2

ECTS credits

3

Course language/s

English

Offered in

Winter semester 2021/22

Organisation

Schwerpunkt European Union Studies

Course open for registration

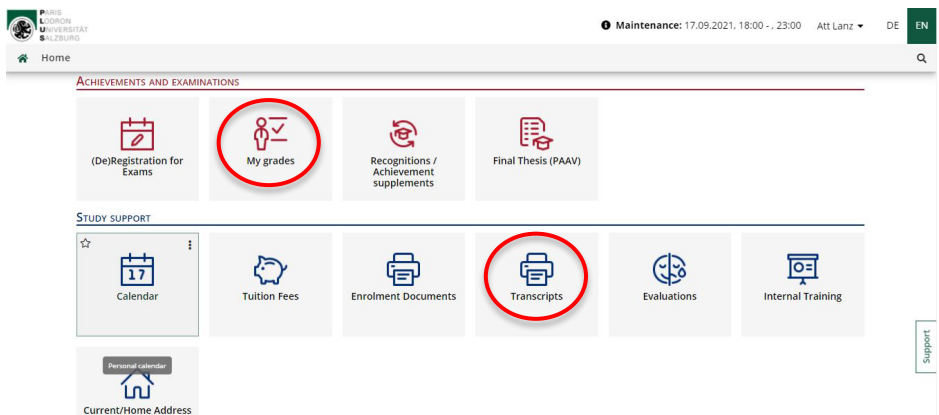


Pay close attention to the ECTS. In general, they give you a good indication of the workload that is expected of you. If you are not sure about the workload you are taking this semester, add up the total ECTS and divide them by the weeks in a semester. If you get more than 40 hours a week, you should rethink your strategy. Most study programmes, including EUS, will give you quite detailed advice on which courses to pick and when to complete them.

- **Grades and transcripts**

To check your grades, log in in to your PLUSonline account and click on “My grades” in the category “Achievements and Examinations”. If you need a transcript (e.g. for insurance and visa purposes), click the button “Transcripts” under “Study Support”. You can print a report/certificate for each individual course in “My grades” or cumulative transcripts in “Transcripts”.

If you need help finding the right kind of transcript or other documents for your purpose, do not hesitate to ask for help from your student assistants, student representatives or the International Office.



- **Email**

Receiving mail

You need to check your email account regularly. On this account you will receive notifications about your courses, messages from your professors, news from the university and other information concerning your studies such as grades for courses. Do not ignore emails from PLUSonline! Rooms can be changed, and course times rescheduled, so pay attention closely!

➤ <https://www.plus.ac.at/email/?lang=en>

Sending mail

When you write emails, please write them cordially and respectfully. Also include an appropriate greeting. Your email may look like this, for example:

“Dear Prof./ Ms./ Mr. Mustermann,

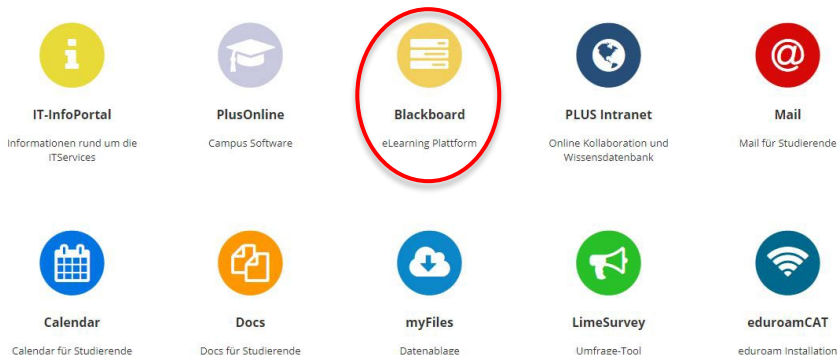
I would like to schedule a consultation concerning my upcoming master thesis. Can you offer me an appointment?

Best Regards/Kind Regards,

John Doe”

- **Blackboard**

Blackboard (or eLearning) is the platform which most of your course materials will be uploaded to. Lecturers may also use it to provide support to their students. You can access Blackboard through the website of the university or through the PLUS-Login SSO portal (see “PLUS-Login and PLUSonline”).



You must enter your user number (s0000000) and your password to log onto Blackboard. If a Blackboard course has been set up for the course you registered for in PLUSonline (which will be the case for most, but not all), you will be automatically registered for the course on Blackboard (or will be by the next day at the latest)

Courses

Search your courses

21 results

Favorites

- 700024_643500
24W930241: Methods in Political Science I Standardgruppe
Open | [Multiple instructors](#) | [More info](#)
- 703117_030916
24W90902: EU Migration in Action Standardgruppe
Open | [Multiple instructors](#) | [More info](#)
- 690996_642126
24W990353: Italienisch Grundstufe III
Open | [Multiple instructors](#) | [More info](#)

Sommersemester 2024

- 666978_619169
24S89013: EU Law before the Court of Justice Standardgruppe
Open | [Multiple instructors](#) | [More info](#)
- 648635_597557
24S89023: Transdisciplinary Methodology Standardgruppe
Open | [Multiple instructors](#) | [More info](#)

Blackboard offers many functions, and we advise you to familiarise yourself with the system. If you are registered for a course, you can access it by clicking on it. Among other things, on Blackboard you can...

- ...upload assignments.
- ...use and download learning materials, literature provided by the lecturer (this can be found in the individual courses).
- ...communicate with other students over a specifically created forum within each course ("Discussions").
- ...receive important announcements/messages („Activity“; „Messages“).

Herzlich willkommen!

Für Lehrende: Anleitungen & Informationen zur Lernplattform
Infos zu den eTutorinnen
News & Updates zur Lernplattform
Für Studierende: FAQs zum Thema Lernplattform
Kontakt & Ansprechpersonen im ZIL

**Infos, Videos & Anleitungen:
eLearning Wiki im PLUS Intranet**

Bei Fragen und Problemen:
elearn@plus.ac.at

Turnitin: Neue Ansicht

Ab sofort steht die neue Ansicht des Turnitin Berichts zur Verfügung. Alle Information dazu finden Sie im PLUS Intranet unter <https://plus.ac.at/turnitin/Learn/turnitin-TurnitinBericht>.

turnitin

AI Design Assistant

- **Eduroam (Education Roaming)**

„Eduroam“ is a secure, world-wide roaming access service. It allows students, researchers, and staff to obtain internet connectivity across the campus.

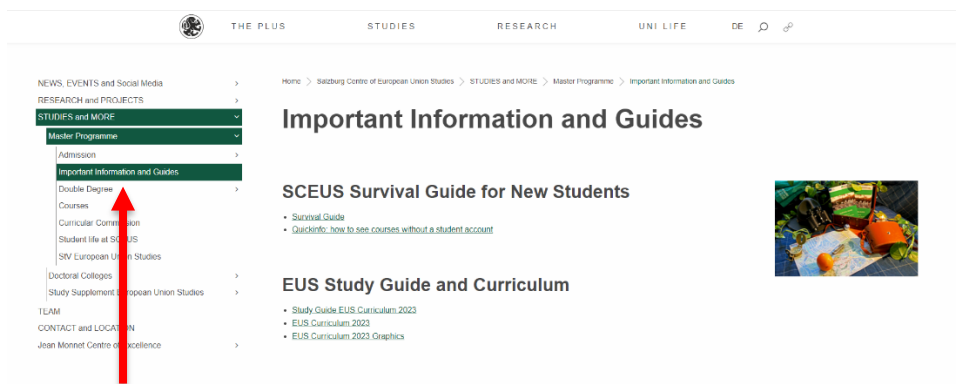
We have created an easy-to-use tutorial on how to access Eduroam, you can find it here:

[plus.ac.at > The PLUS > Focus Areas > SCEUS > Teaching > Master Programme > Important Information and Guides > How to Access Eduroam](#)

- **Important information on the university page**

Departments of the university make important information and documents available on their websites. SCEUS will inform you about exams, the curriculum, and how to finish your MA programme. You can also find the EUS Study Guide and the Eduroam Tutorial there. This information is crucial to your successful completion of the programme!

➤ [Home > Salzburg Centre of European Union Studies > Studies and More > Master Programme > Important Information and Guides](#)



The screenshot shows the website of the Salzburg Centre of European Union Studies. The top navigation bar includes links for THE PLUS, STUDIES, RESEARCH, UNI LIFE, and DE. A left sidebar menu lists various categories, with 'STUDIES and MORE' expanded to show 'Master Programme' and 'Important Information and Guides'. A red arrow points to the 'Important Information and Guides' link. The main content area is titled 'Important Information and Guides' and contains three sections: 'SCEUS Survival Guide for New Students' (with links to Survival Guide and a disclaimer), 'EUS Study Guide and Curriculum' (with links to Study Guide EUS Curriculum 2023, EUS Curriculum 2023, and EUS Curriculum 2023 Graphics), and 'Recognitions' (with a link to How to do recognitions). A small image of a boat is visible on the right side of the page.

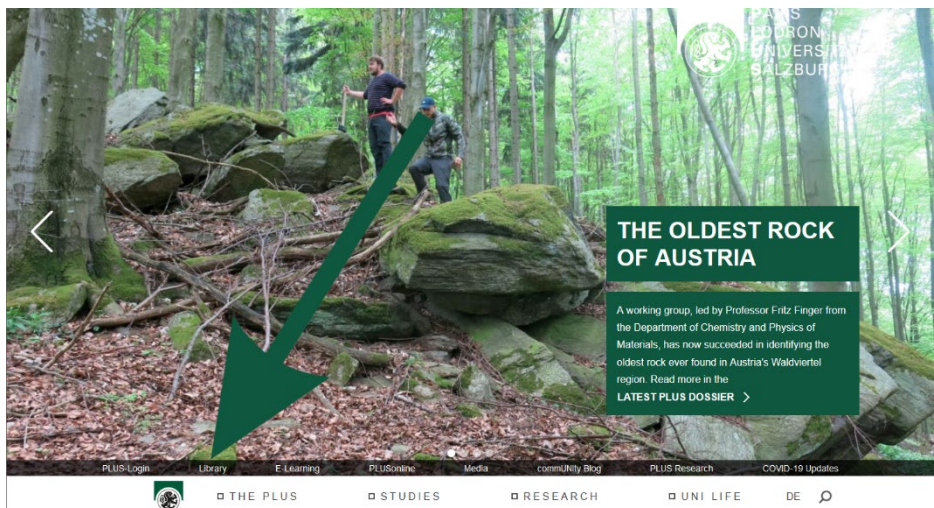
- **Social media**

If you use any of the large social media networks, be aware that many departments of the university use social media too, including SCEUS. We use it regularly to share recent news, announce events and opportunities and important other information. Our Linktree links all this important information.

- <https://linktr.ee/sceus>
- <https://www.instagram.com/salzburgcentreofeustudies/>
- <https://www.facebook.com/EuropeanUnionStudies/>
- <https://www.linkedin.com/company/sceus-salzburg-centre-of-european-union-studies/>
- [https://x.com/SCEUS Salzburg](https://x.com/SCEUS_Salzburg)
- <https://bsky.app/profile/sceus.bsky.social>

Library

Whenever you need literature (books, journal articles, etc.) not provided in the courses themselves, please check our university libraries. Almost all the



required material can be found and borrowed (or copied, scanned) there for free.

- **Libraries and opening hours**

- [plus.ac.at > The PLUS > Administration and services > University Library > Contact and Locations > Locations](#)
- [plus.ac.at > The PLUS > Administration and services > University Library > Library Use > Opening Hours](#)

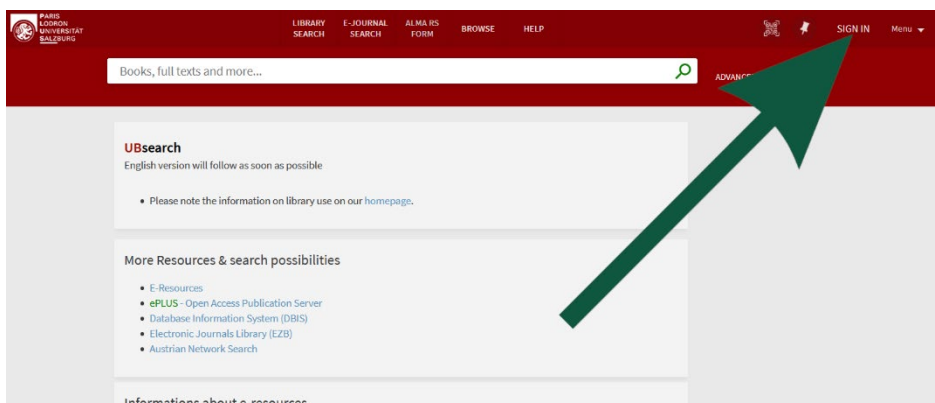
Most important libraries for SCEUS students:

- 1) Main Library (HB Hauptbibliothek, Hofstallgasse 2-4)
 - 2) Social Sciences (FB Gesellschaftswissenschaften, Rudolfskai, Basteigasse 1)
 - 3) Law and Economics (FB Rechtswissenschaften, Toskanatrakt, Sigmund-Haffner-Gasse 13 & Firmian-Salm-Haus, Kapitelgasse 5)
- (We recommend that you use the online search engines first to make sure you find what you are looking for!)

- **Essentials to lending**

Search for a book online or in the respective libraries

- 1) Log into your university account (see below) and make sure you are also logged into your library account. Usually this happens automatically; otherwise, just log in with your user number (s0000000) and password.



2) Order/Request the book (Bestellen/Vormerken) - You will receive a confirmation by email

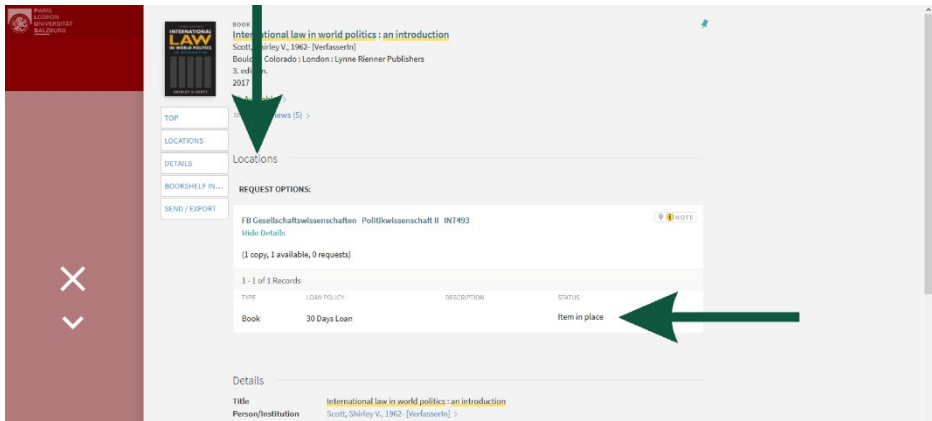
The screenshot shows the library catalog interface for Paris Lodron Universität Salzburg. The main record is for the book "Grundzüge der Politikwissenschaft" by Pelinka, Anton, 1941- [VerfasserIn]. The record includes details about the edition (2., bearb. und erg. Aufl., 2010) and a link to digital information. On the left sidebar, there are navigation links like TOP, LOCATIONS, DETAILS, LINKS, BOOKSHELF IN..., WIKIPEDIA, GOOGLE BOOKS, and SEND / EXPORT. In the main content area, under "Locations", there is a section "REQUEST OPTIONS:" with a link "Order/Request" highlighted by a green arrow. Below this, it shows the book is available at "Hauptbibliothek Magazin 1" with signature "1793686". A table below lists the loan policy: "Book", "30 Days Loan", and "Item in place".

3) Go to the respective library (details provided in the email) and receive your book at the counter

Example: Search for “International Law in World Politics: An introduction”. Sadly, only an older version is available. Click on the older version. Click on “Locations/Order/Hold request” and you can see where the book is located. This book is located in “FB Gesellschaftswissenschaften”. It is especially important to know where the book is, so you don’t have to walk there twice.

The screenshot shows the library catalog search results for the query "International Law in World Politics: An introduction". The search bar at the top contains the query. The results list shows multiple versions of the book. The first result is "International law in world politics : an introduction" by Scott, Shirley V., 1962- [VerfasserIn]. A green arrow points to this result. Below it, there is a section for "ARTICLE" and "REVIEW" versions of the book. The "ARTICLE" section shows "International Law in World Politics: An Introduction: Shirley V Scott (Lynne Rienner, Boulder, London, 2004, viii + 325 pp)" by Gamble, John King. The "REVIEW" section shows "International Law in World Politics: An Introduction" by Portland: Ringold, Inc. The right sidebar contains filters and sort options, including "Filter & sort", "Citations without full text", "Sort by relevance", and "Show only". The "Library" section lists various libraries, including "Hauptbibliothek (130)", "Gesellschaftswissenschaften (30)", "Rechtswissenschaften (47)", and "UNIPARK (34)".

Alternatively, you can always go to the library first, browse through the shelves yourself and then borrow any book available for lending. Sometimes there are dedicated reserve shelves for some courses which hold books that cannot be lent. You can, however, scan or copy them and then return them to the shelf.



Search for a journal article online, at our campus or at home

Most important search engines

- <https://ubsearch.sbg.ac.at> offers access to the complete collection of the University Library of Salzburg (including many free and licensed electronic resources)
- [plus.ac.at > The PLUS > Administration and services > University Library > Research](#) provides an overview of all scientific and scholarly databases accessible online
- [plus.ac.at > The PLUS > Administration and services > University Library > Research > Electronic Journals Library](#) is a useful catalogue of e-journals



Important: We recommend that you participate in one of the many UB courses that are offered by the library to get a good understanding of the system.

External access to our online services (VPN)

Students at the University of Salzburg are entitled to off-campus access to licensed, full-text electronic resources of the University Library (e-journals, e-books, and databases).

Note: VPN access only allows the secure use of restricted university or library services. Unrestricted web browsing or connecting to internal university services (e.g. network shares) is not possible.

- [plus.ac.at > The PLUS > Administration and services > University Library > Research > Remote access/VPN](#)
- [plus.ac.at > The PLUS > Administration and services > University Library > Research > Remote access/VPN > IT Information Portal VPN Access > VPN – Zugang für Studenten](#) (Only in German)

Fees and Charging

As already mentioned, all the aforementioned services are free for students. However, if you want to print something or forget to return items in time, a small service fee will be charged.

- [plus.ac.at > The PLUS > Administration and services > University Library > Library Use > Printing, Copying, Scanning](#)
(Scanning on a USB drive/via the University e-mail is FREE!)

Additional Services around the University

● Canteen (Mensa)

There is a university canteen (cafeteria) at every location, offering snacks, coffee and lunch menus at a comparably low price. You can pre-check their menu here:

- [plus.ac.at > Studies > University life > City, culture and food > Food options](#)

● University Sport Institute (USI)

If you want to do sports programmes alongside your studies, the university offers a wide range of different courses and facilities (including a gym) at a

very low price. There is a special registration day (window) before the start of every semester, where you can register for the courses. At first, you have to register in order to get a MYUSI account/password. Write to usi@sbg.ac.at for that purpose.

➤ usi.uni-salzburg.at

An overview of all available courses for each semester can be found here:

➤ usi.uni-salzburg.at > [Kursangebot](#) > [Kursübersicht](#) (Only in German)

2) ESSENTIALS TO LIVING

Important Contacts

First of all, we highly advise you to visit the info website hosted by [OeAD](#), the Austrian Agency for International Mobility and Cooperation in Education, Science and Research.

www.studyinaustria.at

- **Ministry** (www.bmeia.gv.at/en)

If you have questions regarding your Passport, Visa, or other inquiries about your stay in Austria, you can contact the Austrian Foreign Ministry. Available under:

➤ bmeia.gv.at/en > [Contact](#)

➤ bmi.gv.at > [ASYL UND MIGRATION > NIEDERLASSUNG UND AUFENTHALTSRECHT](#)

- **City Magistrate** (www.stadt-salzburg.at)

If you have any questions concerning the city of Salzburg itself:

➤ stadt-salzburg.at > [Navigation > Einwohner- und Standesamt > Meldewesen](#) (Only in German)

Important information for students from third (non-EU) countries (**highly recommended**) can be found here as well:

- [stadt-salzburg.at > Navigation > Stadtverwaltung > MA 1 Allgemeine und Bezirksverwaltung > MA 1/01 Amt für öffentliche Ordnung > Fremdemrecht und örtliche Sicherheit](#) (Only in German)

● Student housing

Some general information on student housing in Salzburg:

- [plus.ac.at > The PLUS > Administration and Services > International Relations Department > International Relations Office > International Life > Living in Salzburg](#)

The ÖH Salzburg has created a list of all student homes:

- [www.oeh-salzburg.at/beratung/studierendenheime](#)

Generally, the average price of a single student room is about 400 – 500€. Double rooms are usually cheaper (per person). Most rooms include a bathroom and a small kitchen space.

● Salzburger Verkehrsverbund (Salzburg Public Transport)

The Salzburger Verkehrsverbund (SVV) is responsible for public transport – predominantly by bus – in Salzburg. Consult the SVV to find out which bus you need to take and which ticket is best for you. Generally, there is a student ticket available, which is highly recommended if you plan to use public transport in Salzburg.

For more information, please visit their website.

- [www.salzburg-verkehr.at](#)

To directly obtain the Student Semester Ticket click on the following link:

- [www.salzburg-verkehr.at/klimaticket-salzburg-semester/](#)

- **Trains in Austria**

There are two train companies in Austria. Firstly, there is the public transport network of the Austrian Federal Railways (ÖBB). The ÖBB offers train connections throughout Austria. We therefore advise you to make yourself familiar with their website (www.oebb.at). The ÖBB also offers the so-called “ÖBB Vorteilscard”, which halves the price of every ticket. If you plan to travel by train regularly, we recommend that you invest in the Vorteilscard. Especially if you want to travel greater distances (e.g. to Vienna, Graz, Innsbruck etc.), it is worth buying, even for only a few trips. If you want to travel only to Vienna or other cities along the way (e.g. Linz), there is an alternative private company called “Westbahn” which offers tickets at a competitive price without the need to commit to a Vorteilscard.

As mentioned before, “Westbahn” is the second train company in Austria. This service operates only between Vienna and Salzburg, offering slightly cheaper tickets than the ÖBB. Please keep in mind: Tickets from ÖBB are not valid in Westbahn, and tickets from Westbahn are not valid in ÖBB trains (unless specifically declared as such during major infrastructure repairs and/or service disruptions)

➤ www.oebb.at/en

➤ www.westbahn.at/en

Living in Austria

- **Language**

Austria is a German speaking country and most of the Austrian people can speak basic English. Especially in the very touristic Salzburg, you should have no problems getting by with the English Language. However, many older people do not speak any language besides German, therefore it would be to your advantage to know a few German words. It also shows a great deal of respect towards the Austrian culture and makes everyday communication much easier.

German language courses

We highly recommend that you take a German course. Not only will it help you make life in Salzburg easier, but it will also enhance your international qualifications. Usually, you can even have language courses completed at the university recognized as elective courses towards the completion of your degree.

Key Words

Grüß Gott	Hello (formal)
Wie heißt du? Ich heiße...	What's your name? My name is
Woher kommst du? Ich komme aus...	Where are you from? I am from ...
Guten Morgen/Abend	Good morning/evening
Auf Wiedersehen	Goodbye (formal)
Bitte	Please
Danke	Thank you
Ein Schnitzel, bitte!	One Schnitzel, please!
Schönes Wochenende!	Have a nice weekend!

The University of Salzburg offers different German courses on varying levels, you have the following options:

- [plus.ac.at > The PLUS > Faculties > Departments > Faculty of German Language and Literature \(in German\) > Deutsch als Fremdsprache > Click here for English](#)
- [plus.ac.at > Supplementary study programmes and minors > Languages > Sprachenzentrum \(Switch to English\)](#)

Several institutions in the city of Salzburg also offer German language courses.

- [willkommen-in-salzburg.at > Learning > Learning German](#) - Information Site of the City of Salzburg
- <https://deutschlernen-salzburg.at/> - Search engine for German language courses in Salzburg

● Living costs

Monthly average

Accommodation	~ € 450+	(student homes / shared flat)
Food	~ € 300	(excluding luxury goods)
Books and supplies	~ € 50	(for EUS / University)

● Scholarships

You might want to consider applying for a scholarship, grant or other financial assistance programme offered. To find out if you are eligible, check the Austrian Database [GRANTS.at](#) or get in contact with the ÖH office (see above).

Important Events

● Academic calendar

Check our academic calendar for all important events regarding our University as well as public holidays or days on which no lectures are held.

➤ [plus.ac.at > Studies > Aspiring students > Important dates and deadlines](#)

- **Orientation days**

Annually, the university organizes an orientation day that offers a comprehensive introduction to many study-related issues.

➤ [plus.ac.at > The PLUS > Administration and services > International Relations > International Relations Office > NEWS, Events & Social Media > Orientation Weeks](#)



Important: The SCEUS STV also hosts Welcome Days at the beginning of the term. We invite all SCEUS students to attend and make yourself familiar with the programme, your colleagues and the STV!

- **Erasmus events**

If you intend to meet more international students, try to get into contact with ERASMUS and other exchange students at our university. While there are events hosted for those students exclusively, it is usually not a problem to join their activities outside the university (e.g. pub tour through Salzburg etc.)

➤ [plus.ac.at > The PLUS > Administration and services > International Relations > International Relations Office > NEWS, Events & Social Media](#)

- **SCEUS Summer Party**

Every summer semester (usually in May or June) the institution as well as the STV (student representation) host a semester closing party where we have barbecue together, offer free drinks and have a lot of fun!

Salzburg Centre of European Union Studies

Edmundsburg

Mönchsberg 2

5020 Salzburg

<http://www.sceus.at>

<https://www.plus.ac.at/sceus/>

Contact: SCEUS@sbg.ac.at