



Regulations concerning fees and costs

1. Cost of tuition fee and Austrian Students' Union (ÖH) membership fee

- 1.1. The University of Applied Sciences Wiener Neustadt (Fachhochschule Wiener Neustadt GmbH, or FHWN) collects a tuition fee from each student to the amount of 363.36 EUR per semester, in accordance with § 2 (2) University of Applied Sciences Studies Act as amended.
- 1.2. According to § 29 (3) HSG (Hochschülerinnen- und Hochschülerschaftsgesetz) as amended, the ÖH fee, which amounts to 20.20 EUR in the academic year 2019/20 shall be claimed together with the tuition fee. Therefore, the total amount due per semester for the academic year 2019/20 is 383.56 EUR.

2. Collection of fee

- 2.1. Payment must be made exclusively via the online payment system of the University of Applied Sciences Wiener Neustadt. Cash payments are not possible.
- 2.2. The tuition fee including the ÖH fee must be paid together as a lump sum. Partial payments are not possible.
- 2.3. The deadline for payment (proof by receipt of payment in the FHWN account) is the semester start date.

3. Consequence of non-payment

- 3.1. If proof of payment has not been received by the due date, a grace period of 10 days is granted, incurring a late payment fee of 25 EUR.
- 3.2. If payment has not been received within the grace period, the educational agreement is thus terminated ("exmatriculation").

4. Miscellaneous

- 4.1. Tuition and ÖH fees will be charged for the duration of the work placement as well as for any semesters spent abroad.
- 4.2. If students are granted a period of leave officially sanctioned by the FHWN, neither tuition nor ÖH fees are due. During the leave period, examinations cannot be taken (cf. § 14 University of Applied Sciences Studies Act as amended).
- 4.3. Students who exceed the normal period of studies must continue to pay tuition and ÖH fees. If a student passes the eligibility check for the final bachelor or master examination as of 10th October or 10th March for the respective semester, no tuition fee is due from that semester onwards. However, payment of ÖH fees is still required.
- 4.4. If all compulsory courses during a semester are recognised, the tuition and ÖH fees paid for this semester will be credited to the following semester. Refunds will not be offered. This regulation applies once any necessary changes have been made mutatis mutandis to students who retake a study year.
- 4.5. In special cases, reimbursement of the fees can be applied for. Please see the department Study Services for eligibility and application procedures.

5. Validity

- 5.1. The present regulations concerning fees and costs are valid as of 15th July 2019 and apply until revoked. They replace all previous regulations in this regard.

6. Other costs

- 6.1. The contribution towards expenses for issuing the final documents and certificates as well as for participation in the graduation ceremony amounts to 50 EUR during winter semester 2019/20 and 65 EUR as of summer semester 2020 and is to be paid in advance.
- 6.2. Any additional contributions towards expenses, costs for additional offers or extraordinary activities, costs for study trips, excursions or semesters abroad are made known in advance and charged separately.
- 6.3. The payment of other costs must be made exclusively via the University of Applied Sciences Wiener Neustadt's online payment system.

Mag.(FH) Mag.jur. Peter Erlacher

Geschäftsführung der Fachhochschule Wiener Neustadt GmbH

Mag. Helmut Pfeffer