

Student Visa– Austria

Embassies' require students to have these proofs of documents as listed on the Austrian Embassy web-site:
<http://www.austria.org/>

These are MUST HAVE documents.

If you do not have a passport –apply NOW at local Post Office.

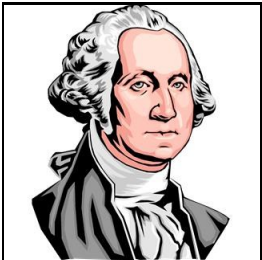
The Grant Center for International Education has to have the following completed documents on file.

Please email a copy to jacksont@obu.edu or fax to 870-245-5321

1. Schengen Visa application filled out and signed
2. Two (2) recent passport pictures.
3. Your passport signed–must be valid for at least another three months after the intended date of travel.
4. Letter of admission issued by Austrian School (Salzburg) Student should get this in the mail or email from Salzburg
5. Fulbright Grant (does not apply to undergraduates)
6. Proof of lodging– Student should get this in the mail or email from Salzburg
7. Proof of health/accident insurance – letter issued by insurance company confirming complete coverage for the entire duration of your stay in Austria, minimum coverage in case of accident must cover health costs of a least **USD 50,000** (copy of your insurance I.D. is not sufficient.) emergency coverage only is also not sufficient.
8. Proof of sufficient funds: (bank statement and/or confirmation issued by future employer)
9. Notarized letter signed by one or both of your parents declaring financial responsibility–Please attach their latest bank and/or income statement to this letter.
10. Travel itinerary/ airline reservation (showing dates of travel) for entire journey
11. Consular fees: payment must be made in US\$ per money order (payable to Embassy of Austria) or cash (exact change only please)
12. If you wish to have your passport returned by mail, a self-addressed, prepaid return envelope should be included in your application.

2. Two passport-size photographs in color & white background

Helpful Tip: Don't sign your photos until requested to by the processing official where you are apply for your passport.



S a m p l e

3. Current signed passport.





SALZBURG COLLEGE

Student Name

1971

Address

City, State, Zip Code

Dear (student's name)

Salzburg, date, month, year

We have received your application and look forward to welcoming you at Salzburg College for (fall/spring/summer) semester of year.

What a great decision to spend a semester in Salzburg and explore the world of Central Europe! No doubt, your interests will find plenty of academic as well as 'real life' inspiration.

You will need both this acceptance letter as well as the enclosed Certificate of Enrollment when you apply for a student visa at the Austrian Embassy or Consulate. We strongly advise you to make copies of both documents for your own files.

If you have questions about courses and other academic issues, please write to Prof. Konrad Holleis at holleis@salzburgcollege.edu and practical questions (flight information, health issues, a.o.) please contact me directly at mayer@salzburgercollege.edu

All students that have taken German prior to their arrival will need to take a placement test which we will be emailing to you soon.

If you are enrolled in a Music Performance class, please write to Prof. Holleis in advance concerning your music background, what music literature you have studied and what you would like to work on here in Salzburg instructor. Also, please bring the music you expect to use. If the instructor wants you to work on something different he/she will help you obtain the scores in Salzburg. You need to bring your own instrument (except pianos of course).

Concerning travel arrangements. Any travel agent will be able to help you with booking your transatlantic flight. We recommend you to contact STA Travel for student rate flight options. You will need to be at the meeting point in the Munich Airport no later than 10:00 am on (day, month, date)

Very soon we will be emailing you our STUDENT HANDBOOK which we have compiled with the assistance of our students. It will hopefully answer most of your questions. The end of November you will receive a pre-departure bulletin with arrival information, a schedule of the Bavaria field trip, and other details. "Upon arrival in Salzburg, you will receive another booklet, THE WELCOME GUIDE, which deals with day-to-day questions that will come up during your stay.

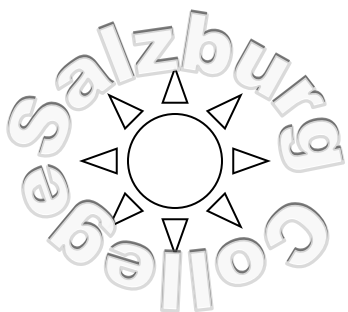
Good luck with your preparations. Please let us know if we can provide further information or if we should send you e-mail addresses of former students whom you could contact. We look forward to having you with us in the fall. It should be a great term for!

Cordially

Phoebe Mayer

Phoebe Mayer

Director



5. Proof of Fulbright Grant (if applicable; original version is required)

Not Applicable to undergraduates.

SALZBURG COLLEGE

1971

INSKRIPTIONSBEASTATIGUNG

CERTIFICATE OF ENROLLMENT

Hiermit wird bestaigt, dass
We confirm that

Name of Student

Geboren am/in
Date and place of birth

Day, Month, Year
Town, State, Country

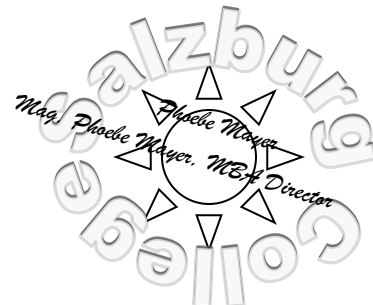
Wohnhaft in
Permanent address

Address
Town, State, Zip
Country

Im Fruhjahrsemester (Year of semester) (semester length-date, month, thru date, month)
Als ordentliche® Horer (in) am Salzburg College inskribiert ist.
Is enrolled at Salzburg college as a full-time student during the
(Spring/Fall semester -Year) (Month date to Month date)

Die vor Beginn des Studienjahres entrichteten Programmkosten beinhalten
The program costs which are paid before the beginning of the program include
Studienehuren (Tuition)
Unterkunft ud Verpflegung (**Room and Board**)
Studienreisen un Exkursionen (Field Trips and Excursions)

Hin-und Ruckflug wird durch Salzburg College organisiert.
Round -trip flight is organized by Salzburg College



7. International Emergency & Health Insurance.

International Emergency Insurance



The Grant Center's policy is to secure Medical Emergency Insurance with Gallagher Charitable International Insurance Services . Students, Faculty & Staff who travel outside the US borders while representing OBU, (study abroad, singing tours, band appearances etc.) are required to obtain insurance through Gallaher Charitable International Insurance Services.

This service will be purchased by The Grant Center for International Education and charged to applicable (student) accounts. Cost is from time leave US to time return to US at \$2.00 a day.

Gallagher Global Insurance has no financial partnership with Ouachita Baptist University nor any staff member of the Grant Center for International Education.

International Health Insurance



INTERNATIONAL MEDICAL GROUP

[Patriot Exchange Program](#)

Austria requires a Health Insurance that will provide \$50,000 in Medical Coverage. Your student's health insurance provider must specify in their letter this fact. Sentences such as *"This is not a prior approval of payment. Any benefits are subject to the payment of premiums for the date on which services are rendered. A description of benefits is not an acknowledgement that premiums have been paid. All claims are subject to medical necessity and other contract limitations and provisions."* **will not satisfy the Austrian government of coverage.** If student does not have the required Medical Coverage required, the visa will not be approved.

IMG is a company that sells this kind of insurance for overseas temporary students.

Purchase health insurance from **International Medical Group**. <http://www.imglobal.com> "The Patriot Exchange Program" provides this type of health insurance. (see enclosed application)

The IMG has no financial partnership with Ouachita Baptist University nor any staff member of the Grant Center for International Education.

6. Proof of financial funds.



Address of Bank.
Town, State, Zip Code
Phone number

Your Name
Your address
City, State, Zip code

*****Checking Account/ Savings Account*****

Account Title:

Traveling tor Making Purchases Outside the U.S.?
Be sure to call (phone number) to activate your debit card for International Use.

Value Checking		Item Truncation
Account number	000000000	Statement Date Month/date/year
Previous Balance	(amount in account)	Days in the statement period 29
Deposits	(amount of money)	Average Ledger (amount of average)
Checks/Debits	(amount of checks/debits)	Average Collected (amount collected)
Account Fees	(amount of fees)	
Interest paid	(amount of interest)	
Ending Balance	(amount in account)	

	Total for this period	Total Year-to-date
Overdraft item fees year to date	(amount of fees)	(amount of fees)
Return item fees year to date	(amount of fees)	(amount of fees)

-----Account Activity-----

month/day	Info about check/transaction	amount	balance
month/day	Info about check/transaction	amount	balance
month/day	Info about check/transaction	amount	balance
month/day	Info about check/transaction	amount	balance
month/day	Info about check/transaction	amount	balance

7. Notarized letter from parents declaring financial support.

"I hereby certify that I, (Name of Father/Mother) am the Father/Mother of (students name. I will cover his/her stay at University of Salzburg College, Austria with \$1,000 per month and I am responsible for the costs incurred in any emergency."

Signature of Father/Mother

Month/Date/Year

Name of Father/Mother

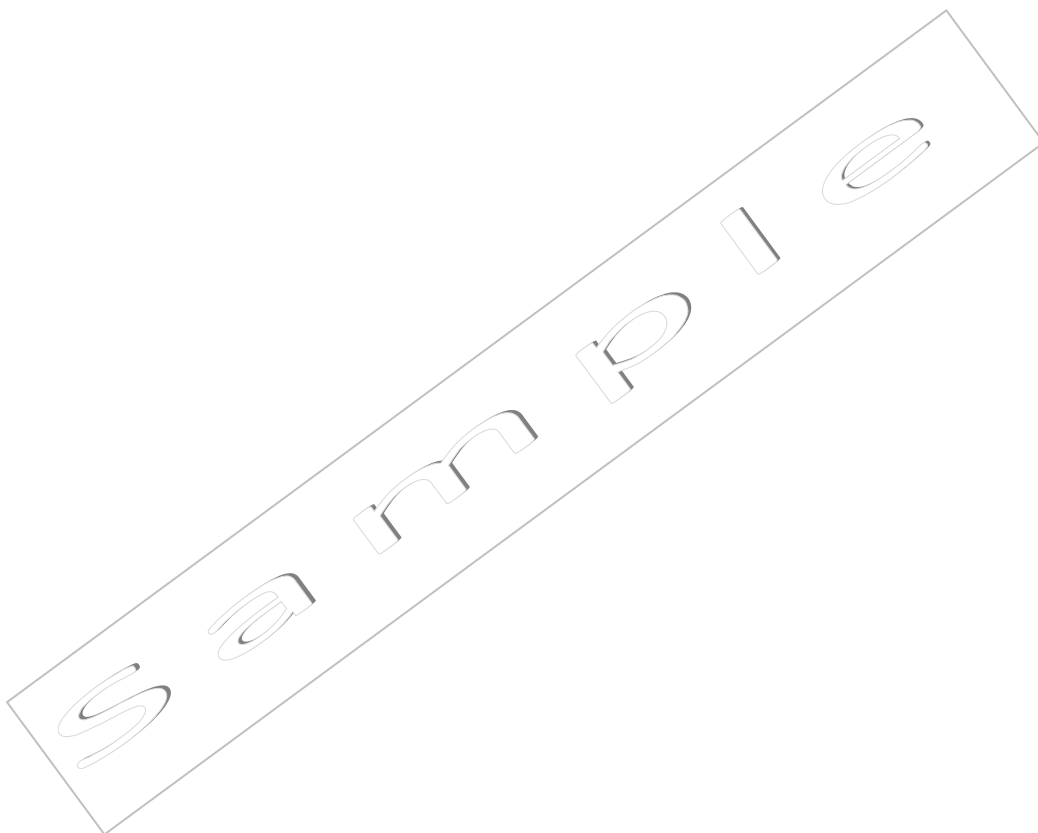
Date

Signature of Notary Public

Name of Notary Public






Notary Public, State of _____
My commission Expires _____
Month, Date, Year



10. Copy of your itinerary or round trip ticket.

Go Anywhere Airlines

Carrier	Flight Number	Departing	Arriving	Booking Code
00000	City leaving from. /Date & Time	City /Airport name/ Time		0000
Name of Airlines	City	City	Seat info	1111
 Student Name	City, State Date & Time	Arrive Airport	Seat number row	2222
Name of Airlines	City	City	Seat info	1111
 Student Name	City, State Date & Time	Arrive Airport	Seat number row	2222
Name of Airlines	City	City	Seat info	1111
 Student Name	City, State Date & Time	Arrive Airport	Seat number row	2222
Name of Airlines	City	City	Seat info	1111
 Student Name	City, State Date & Time	Arrive Airport	Seat number row	2222

11. Consular fee for visa

12. Passport return

- **Consular fees:** Payment must be made in US \$. Per money order (payable to Embassy of Austria) or cash (exact change only please) Please, no cash thru the mail.
- Current price : Student Visa: \$133.00
- Please check with Austrian Embassy for change in price.
- **Passport Return:** If the student cannot personally collect the visa and wishes it to be forwarded to the home, the student must provide a self-addressed stamped security envelope. Visit a Fed Ex or UPS office for help.

