



- LL.M. - Master of Laws (full time regular 2 semesters) Start: \_\_\_\_\_
- LL.M. - Master of Laws (full time flexible 4 semesters) Start: \_\_\_\_\_
- LL.M. - Master of Laws (part time online 3 semesters) Start: \_\_\_\_\_



Photo

## Application Form & Application for Admission

### Personal Data

\*Sex  female  male  divers Academic Degree(s) \_\_\_\_\_

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

Home Address (Street, Street no., Apt. no., \_\_\_\_\_  
Postal Code, City, Country) \_\_\_\_\_

Phone/Fax \_\_\_\_\_ E-Mail \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

Social Insurance Number \_\_\_\_\_ Nationality \_\_\_\_\_

*\*Personal Data as specified in passport/id-card*

### Education

#### Information about your Secondary School Leaving Certificate (High School Diploma)

Date (DD.MM.YYYY) \_\_\_\_\_ Country \_\_\_\_\_

Type of Secondary School Leaving Certificate (High School Diploma) \_\_\_\_\_

*Please provide a copy of your Secondary School Leaving Certificate (High School Diploma).*

#### Previous Studies

Have you already studied at the University of Vienna?  yes  no

Have you already studied at another Austrian University?  yes  no

\*Your Austrian University Registration Number \_\_\_\_\_

*\*In case you have already studied at an Austrian University, it is required to declare your Austrian University Registration Number!*

#### Completed Study Programs:

*(Attach separate sheet if necessary)*

University/Univ. of Applied Sciences (FH) \_\_\_\_\_

Field(s) of Study \_\_\_\_\_

Year of Graduation \_\_\_\_\_

Extracurricular Activities \_\_\_\_\_  
*(Attach separate sheet if necessary)*

Publications

(Attach separate sheet if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list any further qualifications in your CV.

Languages

English  A1  A2  B1  B2  C1  C2  native

European language levels: <http://europass.cedefop.europa.eu/LanguageSelfAssessmentGrid/en>

If English is not your native language: Have you taken the Test Of English as a Foreign Language (TOEFL) or any other standard English examination?

yes  no      Name of Examination \_\_\_\_\_ Date \_\_\_\_\_  
Location of Test Center \_\_\_\_\_ Score \_\_\_\_\_

If no: Any Other Proof of English Language Proficiency \_\_\_\_\_

Please provide a copy of your standard English examination or of any other proof of your English language proficiency.

Current Employment

Name of Employer \_\_\_\_\_  
Address of Employer (Street, Street no., Apartment no., \_\_\_\_\_  
Postal Code, City, Country) \_\_\_\_\_  
Phone/Fax \_\_\_\_\_ E-Mail \_\_\_\_\_  
Position \_\_\_\_\_  
Employed Since \_\_\_\_\_  
In Current Position Since \_\_\_\_\_  
Career Goal \_\_\_\_\_

Please provide a detailed list of all your previous employments in your CV.

Funding

I will bear the costs myself  
 The costs will be covered  completely  partly by \_\_\_\_\_  
 I was granted a scholarship for this Program by: \_\_\_\_\_

How did you learn about this Postgraduate Program?

Print media/advertisements/magazines       Newsletter  
 Website       Student/Alumni of the University of Vienna  
 Internet/search engines/plattforms for continuing education       Social Media (Facebook/Twitter/Xing etc.)  
 Fairs/Events       At recommendation of: \_\_\_\_\_  
 Alumniverband       Others: \_\_\_\_\_

## Preferred Contact Address

- Private address       Professional address
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## Application

I hereby apply for the Postgraduate Program *European and International Business Law* (Master of Laws)

- 2 semesters full time regular  
 4 semesters full time flexible  
 3 semesters online part time

My application is binding. The tuition fee for this Postgraduate Program is € 12.900,- (incl. students' unions fee). For additional semesters (beyond the standard period of study) the regulation of the University of Vienna applies. In the Postgraduate Program *European and International Business Law* one semester of tolerance is granted with no additional fees. For each following semester an additional tuition fee (incl. students' union fee) is to be paid. The tuition fee is exempt from value-added tax. Travel, accommodation, living expenses, health insurance and expenses for teaching materials (books, lecture notes, etc.) are not covered by the tuition fee. All bank charges incurred for remitting the tuition fee must be covered by the applicant.

The number of spaces is limited. Admission to the Program is subject to the number of spaces available, time of application and the applicant's qualifications. The basis is the curriculum as published in the University Gazette in its respective valid edition. All postgraduate programs are extraordinary study programs pursuant to the Austrian University Act of 2002. Students of postgraduate programs are admitted as extraordinary students.

The tuition fee (€ 12.900,-) consists of three installments. Upon notification of admission by the Program Director, a down payment of 10% of the tuition fee (€ 1.290,-) is due within 14 days. The application process is completed with the payment of 10% of the tuition fee.

The second installment is 50% of the remaining amount (€ 5.805,-) and is

- for students who start in the winter semester due on 1st of September.
- for students who start in the spring semester due on 1st of February.

The third installment (€ 5.805,-) is

- for regular full time students who start in the winter semester due on 1st of February.
- for regular full time students who start in the spring semester due on 1st of September.
- for flexible full time and online part time students who start in the winter semester due on 1st of September of the following year.
- for flexible full time and online part time students who start in the spring semester due on 1st of February of the following year.

Cancellation of the application has to be submitted in writing. Within 14 days after the notification of admission the cancellation will be exempt of charges. After this period and no later than 6 weeks before the start of the Program, the cancellation fee will be 10% of the tuition fee (€ 1.290,-). If an application has not been cancelled by the due date of the second installment, the cancellation fee will be € 7.095,-. The cancellation fee will be 100% of the tuition fee after the beginning of the Program and outstanding installments are still to be paid. The tuition fee will not be refunded if the applicant drops out of the Program.

The Postgraduate Center reserves the right to cancel the Program for compelling reasons before it starts. In this case, all tuition fees paid will be refunded. The Postgraduate Center reserves the right to make necessary changes to the curriculum, to change the venues and to make any organizational changes needed upon short notice.

## Please attach copies of the following documents to this application form in English

1. CV
2. Proof of English language proficiency (only for non-native speakers who did not graduate from an English-language program)
3. Academic degrees or any other graduation diplomas
4. Academic transcripts including final grades
5. Passport
6. High School Diploma
7. Letter of motivation

## Please sign this form and send your complete application to:

University of Vienna - Postgraduate Center  
Postgraduate Program  
European and International Business Law  
Department of Commercial and Business Law  
Dr. Maria Sturm, LL.M.  
Schottenbastei 10-16 (Juridicum)  
1010 Vienna, Austria

Tel. + 43 1 4277 10831  
[eiblaw@univie.ac.at](mailto:eiblaw@univie.ac.at)

I agree to the processing of my personal data mentioned above by the University of Vienna for the purpose of information mailings. My personal data will not be transferred to third parties. My personal data will be erased as soon as the purpose of the processing activity has been fulfilled and if no other statutory storage period applies. I hereby declare that I have been informed and am fully aware of my rights as a data subject (right to be informed/right to rectification/right to erasure, etc.) pursuant to articles 12-21 of the General Data Protection Regulation. I hereby declare that I am giving my consent freely. I have also been informed that I have the right to withdraw my consent at any time informally with future effect, and without any negative consequences for me. I can withdraw my consent by contacting the University of Vienna at: University of Vienna, Postgraduate Center, Campus of the University of Vienna, Spitalgasse 2, courtyard 2, 1090 Vienna, or by sending an e-mail to [info@postgraduatecenter.at](mailto:info@postgraduatecenter.at). The University of Vienna and any processors will erase all relevant personal data stored as soon as they receive my withdrawal of consent.

**Date, Place** \_\_\_\_\_

**Signature** \_\_\_\_\_

I hereby confirm with my signature to the best of my knowledge and belief that the information I have given in this application and in all attached supporting documents is complete and correct .

**Date, Place** \_\_\_\_\_

**Signature** \_\_\_\_\_