CHECKLIST INCOMING EXCHANGE STUDENTS

fh KufsteinTirol
UNIVERSITY OF APPLIED SCIENCES

Preparations before arrival:

☐ I have read the information available about study opportunities at the FH Kufstein Tirol and discussed the course selection with my local advisor.

☐ I have completed my (Online) Learning Agreement and it has been signed by me, my home university and the FH Kufstein Tirol.

☐ I have participated in the Virtual Orientation Day.

☐ My passport is valid and I have applied for a visa (if required).

☐ My insurance covers medical treatment in Austria.

☐ I have applied for a room in the International Student Residence (if desired).
Please note the application deadlines as stated on the university website. Rooms are allocated on a first come, first served basis.

Don't forget to travel with:

☐ Your valid passport and visa (if required).

☐ Proof of valid health insurance.

☐ Letter of Acceptance from the FH Kufstein Tirol.

During your first days in Kufstein:

☐ I have participated in the Orientation Day on Campus and received my Certificate of Arrival.

☐ I have paid the ÖH-Fee.

☐ I have paid my first month's rent.

☐ I have opened a bank account (if needed).

☐ I have completed and submitted my registration form to the registry office ("Meldeamt") within three days of my arrival (bring your passport!).

Before you leave Kufstein:

☐ I have completed my deregistration at the registry office ("Meldeamt").

☐ I have returned my keys, paid any open bills (telephone, etc.) and received my deposit.

☐ I have downloaded my transcript of records (ToR) in the fh.checkin student portal. The ToR will also be sent via e-mail to your home university.
Please note your e-mail account and login data of the FH Kufstein Tirol will be deleted within a few months after the end of your stay.

WELCOME