

WELCOME TO THE ACADEMY OF  
FINE ARTS VIENNA!

THIS BOOKLET WILL HELP YOU  
TO HAVE AN EASY START AS AN  
EXCHANGE STUDENT IN VIENNA.

FOR FURTHER INFORMATION,  
CONTACT US AT THE  
INTERNATIONAL OFFICE.

]a[

# INTERNATIONAL OFFICE

## LOCATION

Augasse 2-6, 1st floor, OG 01,  
room D1.9.1, 1090 Vienna  
akbild.ac.at > international

## OPENING HOURS

Monday to Thursday 9-12am

## INCOMING MOBILITY

Stephanie Baumgarten  
s.baumgarten@akbild.ac.at  
T +43 (0) 1 588 16 2103

## OUTGOING MOBILITY

Eva Bruchmann  
e.bruchmann@akbild.ac.at  
T +43 (0) 1 588 16 2104

## HEAD

Gabriele Reinharter  
g.reinharter@akbild.ac.at  
T +43 (0) 1 588 16 2100

JOUR FIXE  
every Monday 10am-12pm  
at the International Office  
with your Exchange Companions

## EXCHANGE COMPANIONS

Veronika Atzwanger &  
Felix Kofler  
exchange-companions@akbild.ac.at

# TABLE OF CONTENT

## CONCERNING COVID-19 ————— PAGE 4

ACADEMY'S COVID-19 GUIDE | ACADEMY STOPLIGHT SYSTEM |  
OPTIONAL PREVENTIVE MEASURE | SYMPTOMS & IMPORTANT  
HOTLINES | HANDLING OF SUSPECTED COVID-19-CASES

## IMPORTANT STUDY INFO & STEPS TO DO ————— PAGE 12

ORIENTATION DAYS FOR EXCHANGE STUDENTS | TO DOS FOR  
EXCHANGE STUDENTS | ENROLLMENT, TRANSCRIPT OF REC-  
ORDS, COURSE REGISTRATION | GERMAN COURSES, LIBRARY  
& CANTEEN/MENSA | WLAN, EMAIL-ADDRESS & PRINT CARD

## THE ACADEMY ————— PAGE 22

ACADEMY BUILDINGS | CONCIERGES, STUDENTS' UNION,  
EQUALITY & DIVERSITY

## DAILY NEEDS & LIFE IN VIENNA ————— PAGE 28

PUBLIC TRANSPORT | FOOD MARKETS, SHOPS & TELECOM  
PROVIDERS | BICYCLE, BIKE REPAIR, FLEA MARKETS & SPO-  
RTS | MUSEUMS, THEATRES, OPERAS, OFFSPACES & NEWS-  
LETTERS | QUEER\* TIPS & GENDER STUDIES

## SAFETY, HEALTH & HOTLINES ————— PAGE 36

PSYCHOLOGICAL COUNSELLING | HOMESICKNESS | EMER-  
GENCIES, BARRIER-FREE HELP & POLICE STATIONS | EMER-  
GENCY CONTACTS | HELPFUL CONTACTS/WEBSITES & ERAS-  
MUS+ STUDENT CHARTER

# CONCERNING COVID-19

ACADEMY'S COVID-19 GUIDE ————— PAGE 5

ACADEMY STOPLIGHT SYSTEM ————— PAGE 6

OPTIONAL PREVENTIVE MEASURE ————— PAGE 8

SYMPTOMS & IMPORTANT HOTLINES ————— PAGE 9

HANDLING OF SUSPECTED COVID-19-CASES ————— PAGE 10

# ACADEMY'S COVID-19 GUIDE

All important information regarding COVID-19 may be found on [akbild.ac.at](http://akbild.ac.at) as well as in the [Academy's COVID-19 Guide](#). For further health related issues and psychological care see pages 38 to 41 or contact the International Office.

## GENERAL RULES

The following measures must be observed at all times and in all buildings of the Academy, even when the stoplight system indicates a green light:

- Maintain a minimum distance of 1.5 m from other people who do not live in the same household
- Hand hygiene
- Cough hygiene
- Mouth and nose protection (at least where the minimum distance cannot be maintained)
- Regular airing
- Regular cleaning of workplace
- Abstaining from shaking hands and hugs (alternative forms of greeting required)
- Elevators to be used only alone or with persons of the same household
- In any form of acute respiratory infection – with at least one of the following symptoms for which there is no other plausible cause: coughing, sore throat, shortness of breath, catarrh of the upper respiratory tract, sudden loss of sense of taste/odor, with or without fever – please stay at home and **call the emergency number 1450.**



# ACADEMY STOPLIGHT SYSTEM — GREEN & YELLOW

## **LEVEL I: LOW RISK / GREEN = PRESENCE MODE**

Teaching, research and general operations take place at the Academy's locations, regardless of whether they are supplemented or enriched with digital elements and digital services. COVID-19-related requirements (such as distance rules, hygiene rules) apply.

- The general opening hours and the current house rules apply.

### INTERNATIONAL OFFICE

- Personal consultation with protective masks.

## **LEVEL II: MODERATE RISK / YELLOW = DUAL MODE**

Presence mode and parallel or simultaneous distance mode: Teaching and research as well as general operation are generally carried out at the university. Certain groups of people (e.g. risk groups, international students, etc.) who cannot be present on a regular basis due to COVID-19 prevention measures are offered distance mode.

- Operation in the usual manner, preferably in small groups. The general COVID-19 prevention measures, the laboratory and workshop regulations and the current house rules apply.
- In public areas of the buildings where situations of spontaneous encounters with other people may occur (such as corridors, kitchens, sanitary facilities, etc.), protective masks must be worn.

### ATELIERS / STUDIOS

- Operation in the usual manner, preferably in small groups.

### INTERNATIONAL OFFICE

- Personal consultation with protective masks.

# ACADEMY STOPLIGHT SYSTEM — ORANGE

## **LEVEL III: HIGH RISK / ORANGE = HYBRID MODE**

Parts of the Academy's operation are carried out on site and parts are offered or carried out digitally. This mode of operation goes beyond the presence and dual operation in that it is not only enriched with digital elements, but its digital elements form an essential part of the operation and physical presence is further restricted or the security and protection aspects are significantly intensified.

- Protective masks in public areas
- Access management is implemented: Please note the limitation of the number of persons present per room according to signage
- Admission of individuals not belonging to the Academy is to be limited to a minimum.

### ATELIERS / STUDIOS

- Internal shift schedules for the institute ensure that direct contact between students and teachers is reduced to the necessary minimum.
- Commonly used surfaces and equipment (working materials, tools, protective visors, helmets, etc.) must be disinfected by the students themselves after each use.
- For mutual protection and in order not to damage the students' own equipment through constant damp cleaning, students are required to bring their own computer mice and keyboards for work on university computers and to use them exclusively.

### INTERNATIONAL OFFICE

- Personal consultation only by email or phone.  
**international@akbild.ac.at**  
or: **+43 (0) 1 588 16 – 2100**  
**– 2103**  
**– 2104**

# ACADEMY STOPLIGHT SYSTEM – RED & COVID-19 PREVENTION

## LEVEL IV: VERY HIGH RISK / RED = DISTANCE MODE

Teaching and research as well as general operations have been converted to digital operation as far as possible. Only the critical infrastructure as well as activities and services will be maintained, the discontinuation of which would lead to major risks and/or major financial damage for the Academy and its members.

## ATELIERS / STUDIOS

- Workshops, laboratories, studios and ateliers are closed.

## INTERNATIONAL OFFICE

- No personal consultation. Consultation online by video conference and by email.

## OPTIONAL PREVENTIVE MEASURE

You can download the so called “Stopp-Corona-App” as another preventive measure here:

- iOS (Apple): [apps.apple.com/at/app/apple-store/id1503717224](https://apps.apple.com/at/app/apple-store/id1503717224)
- Android (Google): [play.google.com/store/apps/details?id=at.rotekreuz.stopcorona](https://play.google.com/store/apps/details?id=at.rotekreuz.stopcorona)

For more information visit:

[rotekreuz.at/site/meet-the-stopp-corona-app](https://rotekreuz.at/site/meet-the-stopp-corona-app)

# SYMPTOMS & IMPORTANT HOTLINES

## SYMPTOMS

There occur infections without symptoms or with a mild course and symptoms of a common cold. Indications of a severe infection with SARS-CoV-2 include:

- Fever
- Cough
- Sore throat
- Shortness of breath
- Breathing difficulties
- Diarrhoea
- Sudden loss of taste and smell

In more severe cases, infections can cause pneumonia or severe breathing difficulties.

## HOTLINES / WEBLINKS

Hotline for suspect COVID-19-cases	1450
National Information Hotline	+43 (0) 800 555 621

In addition to the **Academy website’s main page**, you can check the state of the National Stoplight for every federal state here: [corona-ampel.gv.at](https://corona-ampel.gv.at)

You can find more information on this topic on this website:

[sozialministerium.at/en/Coronavirus/Coronavirus-hotlines](https://sozialministerium.at/en/Coronavirus/Coronavirus-hotlines)



1450

# HANDLING OF SUSPECTED COVID-19-CASES

# NOTES

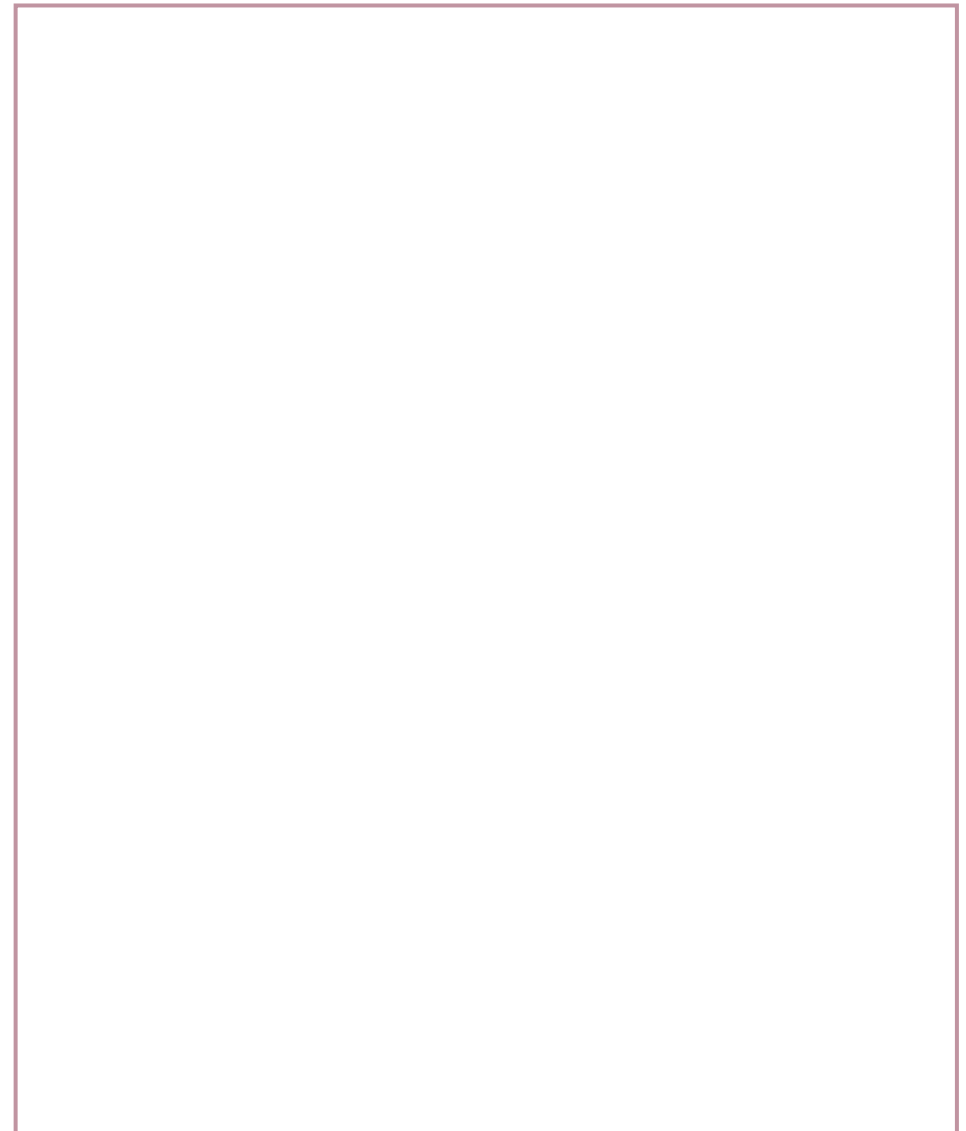
Do you think you have an infection / have been in contact with a confirmed case?

If a suspected COVID-19 case occurs among employees/students of the Academy:

- Stay at home!
- Contact the emergency number **1450** (Do NOT go to the hospital or a doctor without an appointment! – The public COVID-19 testing team will come to you.)
- Stay at home until you have a negative COVID-19 Test.
- In case of suspected COVID-19 problems, the International Office and the Vice Rector must be informed immediately. If the suspicion is confirmed, the International Office will inform the personal emergency contact of the incoming student as well as the Sending Institution and will take measures for the care of the incoming student in case of illness or quarantine.
- Send an email with full name and department or institute affiliation to: **vizerektorin\_finanzen\_personal@akbild.ac.at; s.baumgarten@akbild.ac.at; international@akbild.ac.at** The Vice Rector and the International Office are responsible for further internal communication.
- If **1450** arranges a test, the person concerned is immediately transferred to remote work or to distance learning.
- The tested person has to provide the **Vice Rector** with a list of all academy-internal **contact persons or attended courses of the past 48 hours**.
- In the event of a positive test result, the crisis management team will coordinate closely with the medical authorities.
- Don't worry! The team of the International Office will take care of you.

**Do you have a confirmed infection?** — Contact the International Office.

**Do you have a negative result?** — Contact the International Office.



# IMPORTANT STUDY INFO & STEPS TO DO

ORIENTATION DAYS FOR EXCHANGE STUDENTS ————— PAGE 14

TO DOS FOR EXCHANGE STUDENTS ————— PAGE 16

ENROLLMENT, TRANSCRIPT OF RECORDS, COURSE REGISTRATION ——— PAGE 17

GERMAN COURSES, LIBRARY & CANTEEN/MENSA ————— PAGE 19

WLAN, EMAIL-ADDRESS & COPY/PRINT CARD ————— PAGE 20

# IMPORTANT/TERM DATES

TERM DATES 2020/21

PUBLIC HOLIDAYS

**GENERAL RULE FOR PUBLIC HOLIDAYS:  
NO CLASSES & SHOPS ARE CLOSED  
STUDIOS ARE OPEN**

**START OF SEMESTER**

October 1st 2020

AUSTRIAN NATIONAL HOLIDAY

October 26th 2020

**REGISTER AT THE ACADEMY UNTIL**

October 31st 2020

ALL SAINTS' DAY

November 1st 2020

**CHRISTMAS HOLIDAYS**

Dec. 21st 2020 – January 5th 2021

FEAST OF THE  
IMMACULATE CONCEPTION

December 8th 2020

**SEMSTER HOLIDAYS**

February 1st – 28th 2021

(no courses / studios are open)

CHRISTMAS

December 25th & 26th 2020

**END OF WINTER TERM**

February 28th 2021

NEW YEAR'S DAY

January 1st 2021

**OPEN DAYS / "RUNDGANG"**

January 21st – 24th 2021

EPIPHANY

January 6th 2021

**SUMMER TERM**

March 1st – June 25th 2021





# TO DOS FOR EXCHANGE STUDENTS

## ERASMUS EXCHANGE STUDENTS

- ☐ Please check if you need a Confirmation of Arrival.
- ☐ Check the minimum number of ECTS you will be required to do during your stay with your Sending Institution.
- ☐ Learning Agreements have to be submitted to the International Office.

## ALL EXCHANGE STUDENTS

- ☐ Registration at the municipal authority of the City of Vienna.
- ☐ Enroll at the Academy (see page 17).
- ☐ Health and Accident insurance.
- ☐ Collect your Transcript of Records before leaving (see page 17).

## RESIDENCE & REGISTRATION AT THE CITY OF VIENNA

- ☐ By appointment only! Book your time slot here (unfortunately only in German): [wien.gv.at/meldetermin/internet/Startseite.aspx](http://wien.gv.at/meldetermin/internet/Startseite.aspx)
- ☐ Register at your place of residence within 3 days of your arrival in Vienna with a **Meldezettel** (signed by your Landlady\*/-lord\* & “Hauptwohnsitz” ticked). — Also in case of changing accommodation.
- ☐ Make sure to deregister before you leave Vienna at the end of your stay!
- ☐ Nationals of EU/EEA countries and Switzerland who stay in Austria for longer than 3 months, have to apply at the competent municipal authority for a document called Anmeldebescheinigung (Confirmation of Registration; fee approx. 15,- EUR, responsible office: Arndtstraße 65-67, Stiege 1, 1st floor, 1120 Vienna) within the first 4 months of their stay.

Please note: Non-EU Students need visa for Austria.

Legal and practical information: [oead.at/en](http://oead.at/en) > to Austria

# ENROLLMENT, STUDENT ID, TRANSCRIPT OF RECORDS &

## REGISTRATION & ENROLLMENT AT THE ACADEMY OF FINE ARTS VIENNA

at the International Office

Augasse 2-6, 1st floor, OG 01, room D1.9.1, 1090, Mo – Thu, 9-12am

- ☐ Pre-register here:  
[campus.akbild.ac.at/akbild\\_online!/StudentenVoranmeldung.html](http://campus.akbild.ac.at/akbild_online!/StudentenVoranmeldung.html)  
> switch to English in the right upper corner > “student pre-registration”  
> “first time registrar” > fill in the yellow boxes > for “type of secondary school” choose “Univ.entrance req. acc. to coop. agreem” > confirm “postal code search” by pressing “Enter”

## STUDENT ID & ACADEMY ACCOUNT

After enrollment you will receive an email from the Registrar’s Office (Studienabteilung) when your Student-ID and your pin code for AkademieOnline ([campus.akbild.ac.at](http://campus.akbild.ac.at)) are ready to be picked up at the Studienabteilung: Augasse 2-6, 1st floor, OG 01, room D1.17.22, 1090 Vienna, Mo – Fr, 9-12am

- ☐ Log in and change your password within 5 days of pick-up as it will expire otherwise. (Should this occur, please contact your manager of Institute or the International Office.)

## TRANSCRIPT OF RECORDS

Only courses you registered for by using the AkademieOnline system will be confirmed on your Transcript of Records which is available on request at the Registrar’s Office (Studienabteilung) at the end of your stay.

Augasse 2-6, 1st floor, OG 01, room D1.17.22 (red door), 1090 Vienna, Mo – Fr, 9-12am; [studienabteilung@akbild.ac.at](mailto:studienabteilung@akbild.ac.at)

# COURSE REGISTRATION

## REGISTRATION FOR COURSES

Only courses you registered for by using the AkademieOnline system will be confirmed on your Transcript of Records.

AkademieOnline is the Academy's campus online system, where you can register for courses, check your credits, find contact information, and so forth. You can switch between English and German in the right upper corner.

All Academy's Institutes can be found on the left side of your browser window. If you click on a specific Institute (i.e. Fine Arts) you will be forwarded to a course list.

- Use the filters to search through the catalogue.
- Click on the course title for further information.
- Scroll down and click on "Details."
- ☐ Make sure you choose the right course at the right department!

### FINE ARTS

IBK – Institut für bildende Kunst:  
courses have 2, 4 or 17 ECTS

### CONSERVATION – RESTAURATION

IKR – Institut für Konservierung und Restaurierung

### EDUCATION IN THE ARTS

IKL – Institut für künstlerisches  
Lehramt: courses have 6 or 8 ECTS

### ART AND ARCHITECTURE

IKA – Institut für Kunst und  
Architektur: studios have 9 ECTS

### ART THEORY AND CULTURAL STUDIES

IKW – Institut für Kunst und  
Kulturwissenschaften

### NATURAL SCIENCES AND TECHNOLOGIES IN THE ARTS

INTK – Institut für Naturwissenschaften und Technologie in der Kunst

Should you end up on a waiting list for a course: Attend the first meeting anyway – there is still the possibility that you get a spot.

# GERMAN COURSES, LIBRARY & CANTEEN/MENSA

## GERMAN COURSES

Regular German Courses start at the beginning of the semester.

Further information: [akbild.ac.at/portal\\_en/studies/studieninfos\\_en/language-competency/german-language-courses](http://akbild.ac.at/portal_en/studies/studieninfos_en/language-competency/german-language-courses) or via:

[deutsch-lernen@akbild.ac.at](mailto:deutsch-lernen@akbild.ac.at)

- ☐ Register at **AkademieOnline**

## LIBRARY

Order a library card by sending an email with following documents to [entlehnung@akbild.ac.at](mailto:entlehnung@akbild.ac.at):

- ☐ scan of the proof of residence ("Meldezettel")
- ☐ scan of ID (student ID, passport, ...)
- ☐ Master Data Sheet filled out: [akbild.ac.at/Portal/bibliothek/Stammdat\\_Extern\\_Alma1\\_200504.pdf](http://akbild.ac.at/Portal/bibliothek/Stammdat_Extern_Alma1_200504.pdf)). After receiving a confirmation email, you can pick up your library card at:  
Academy of Fine Arts Vienna University Library, Augasse 2–6, 1090 Vienna

## CANTEEN/MENSA

The canteen/mensa (vegetarian options available) is located on the 1st floor of the main building (Augasse 2-6). Bring along your student ID for a price reduction.

# WLAN, EMAIL-ADDRESS & COPY/ PRINT CARD

## WLAN

You can use the WLAN infrastructure of the Academy and many partner universities/institutions for free. Get internet access to the “Eduroam” network with your registration number and your AkademieOnline password.

Example: r< matriculation number >@akademie.bildendekunst.ac.at

## EMAIL

You will also get an Academy email address. You are obliged to use the Academy’s email address to stay informed! Please forward it to your private email address.

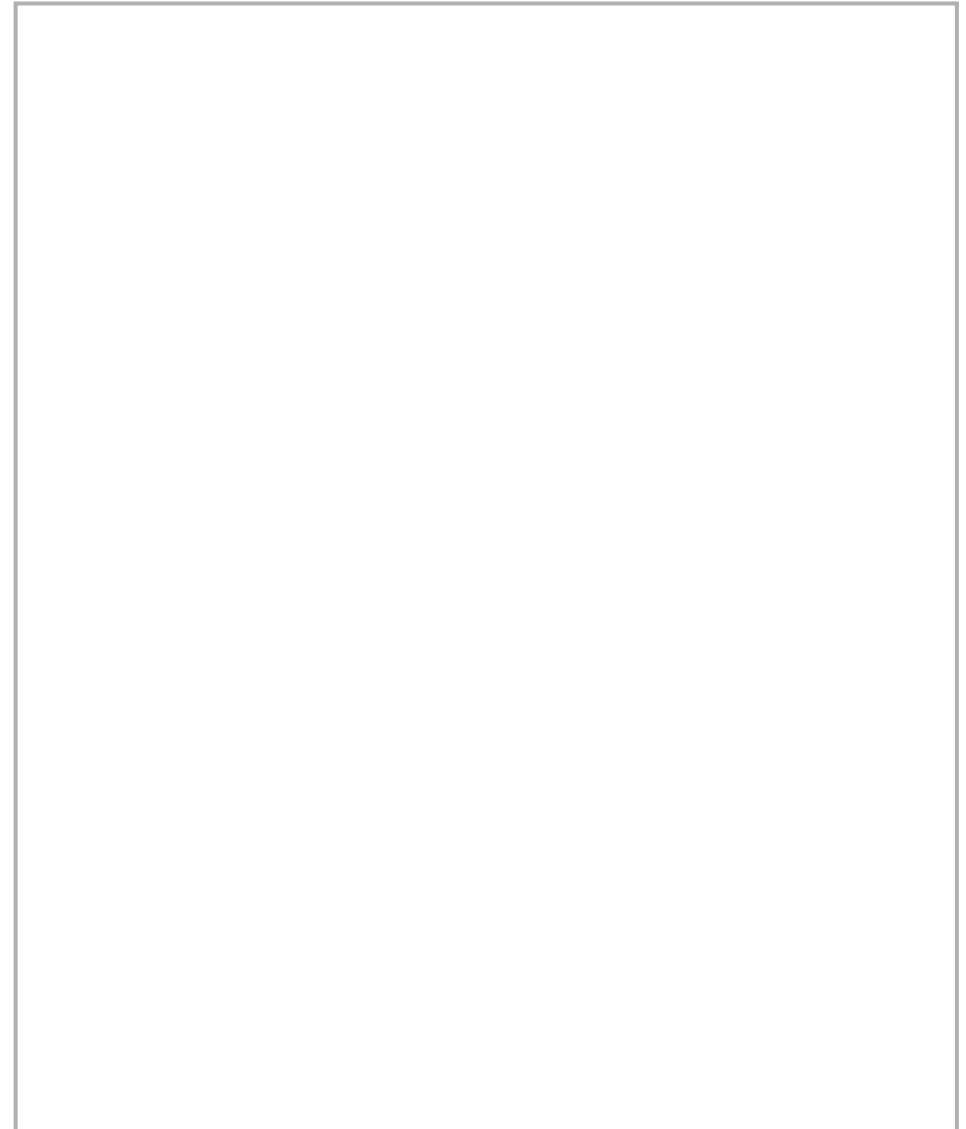
□ Follow these instructions: [zid.akbild.ac.at/Portal/Services/  
stud\\_services/resolveuid/eb38dc2a03e54ab9e4927e1fff264e78](http://zid.akbild.ac.at/Portal/Services/stud_services/resolveuid/eb38dc2a03e54ab9e4927e1fff264e78)

## COPY/PRINT CARD

You need to be signed into AkademieOnline to be able to order your print card via email at the respective Head of Institute or spokesperson:

Fine Arts	Sybille Schwarzkogler	<a href="mailto:s.schwarzkogler@akbild.ac.at">s.schwarzkogler@akbild.ac.at</a>
Architecture	Gabriele Mayer	<a href="mailto:g.mayer@akbild.ac.at">g.mayer@akbild.ac.at</a>
Scenography	Astrid Rausch	<a href="mailto:a.rausch@akbild.ac.at">a.rausch@akbild.ac.at</a>
Education in the Arts	Isabella Barth & Maria Schekolin	<a href="mailto:ikl_office@akbild.ac.at">ikl_office@akbild.ac.at</a>

# NOTES



# THE ACADEMY

INSTITUTE BUILDING INSTITUTSGEBÄUDE ————— PAGE 24

MEDIA BUILDING ATELIERHAUS / SEMPERDEPOT ————— PAGE 24

SCULPTURE STUDIOS BILDHAUERATELIERS ————— PAGE 25

PAINTING AND GRAPHIC STUDIOS MALEREI- UND GRAFIKATELIERS ————— PAGE 25

CONCIERGES, STUDENTS' UNION, EQUALITY & DIVERSITY ————— PAGE 26

# THE ACADEMY'S LOCATIONS, WORKSHOPS & LABORATORIES

MAIN BUILDING HAUPTGEBÄUDE

Augasse 2-6, 1090 Vienna

U4, U6, S40: Spittelau  
 Bus 35A/37A: Spittelau  
 Tram D: Liechtenwerderplatz

- Rector
- University Library
- International Office
- Welcome Center
- Registrar's Office
- Students' Union "ÖH"
- Conservation and Restauration
- Art and Architecture
- Art Theory and Cultural Studies
- Natural Sciences and Technology in the Arts
- Fine Arts: Contextual Painting, Performative Art, Drawing Arts and Research
- Mensa



**WORKSHOPS AND LABORATORIES**  
 Check out the nearest workshops and laboratories of your study program at [akbild.ac.at](http://akbild.ac.at) > institutes  
 For further information feel free to contact the Exchange Companions.

**INSTITUTE BUILDING**  
INSTITUTSGEBÄUDE

Karl-Schweighofer-Gasse 3,  
1070 Vienna

- Education in the Arts
- IKL Library

U3, U2: Volkstheater  
U2: Museumsquartier  
Bus 57A: Laimgrubengasse

**MEDIA BUILDING**  
ATELIERHAUS / SEMPERDEPOT

Lehargasse 8, 1060 Vienna

- Scenography
- Fine Arts: Photography, Video and Video Installation, Digital Media, Art and Film, Conceptual Art, Expanded Pictorial Space

U3, U2: Volkstheater  
U2: Museumsquartier  
Bus 57A: Laimgrubengasse

**SCULPTURE STUDIOS**  
BILDHAUERATELIERS

Kurzbauergasse 9, 1020 Vienna

- Fine Arts: Object Sculpture, Textual Sculpture, Performative Art - Sculpture, Arts in Public Space, Expanded Pictorial Space - Action/ Sculpture Installation

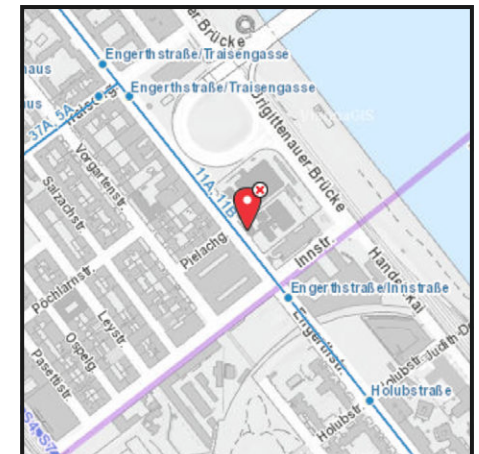
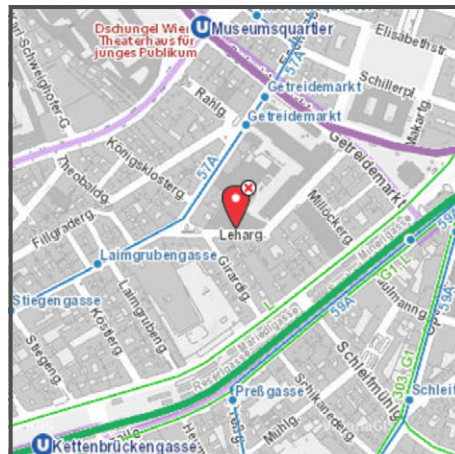
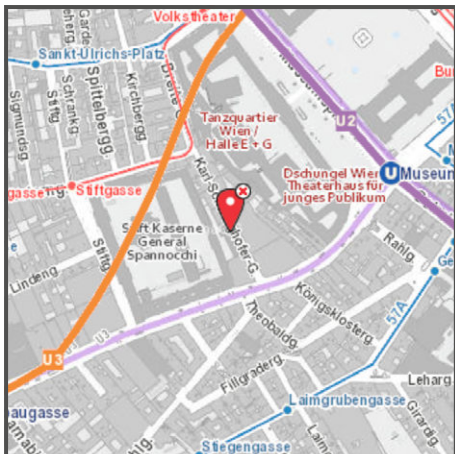
U1, U2: Praterstern  
Tram O: Franzensbrücke  
Bus 80A: Kurzbauergasse

**PAINTING AND GRAPHIC STUDIOS**  
MALEREI- UND GRAFIKATELIERS

Engerthstraße 119, 1200 Vienna

- Fine Arts: Abstract Painting, Figurative Painting, Graphic Arts and Printmaking, Painting Workshop, Printing Workshop

Bus 11A, 11B: Engerthstraße / Innstraße  
Bus 5A, 37A: Engerthstraße / Traisengasse



# CONCIERGES, STUDENTS' UNION, EQUALITY & DIVERSITY

## NOTES

### CONTACTS OF CONCIERGES AT THE ACADEMY

– Lehargasse	+43 (0) 664 80887 1817	7:30am-11:30pm
	+43 (1) 58816 1817	7:30am-11:30pm
– Engerthstraße	+43 (0) 664 80887 1818	24 hours a day
	+43 (1) 58816 1818	24 hours a day
– Augasse	+43 (1) 31 520 10	24 hours a day
	+43 (1) 31 520 10100	24 hours a day
	+43 (0) 699 125 000 20	24 hours a day

In case of fire during official hours at the building call: +43 (0) 699 124 000 70

### STUDENTS' UNION / ÖSTERREICHISCHE HOCHSCHÜLERSCHAFT

The Academy's Students' Union is placed at Augasse 2-6, 1090 Vienna, 1st floor, next to the International Office, open on Wednesdays from 12-5pm. The students' union fee (€ 20,20) is obligatory to be admitted to study. For further information visit: [akbild.ac.at/portal\\_en/studies/students-union](http://akbild.ac.at/portal_en/studies/students-union)

### ACADEMY'S EQUAL OPPORTUNITIES TEAM

In case of discrimination, ranging from verbal discouragement to sexual harassment, the Academy offers students confidential counselling and help:

[akbild.ac.at](http://akbild.ac.at) > University > Organisation > **Equal Opportunities Team**

### STUDENT DIVERSITY

It is important to the Academy of Fine Arts Vienna to appeal to students with diverse backgrounds and to be able to provide support for individual situations to the greatest possible extent. Go to following page to find relevant information:

[akbild.ac.at](http://akbild.ac.at) > University > **Advancement of Women | Gender Studies | Diversity**

# DAILY NEEDS & LIFE IN VIENNA

PUBLIC TRANSPORT ————— PAGE 30

FOOD MARKETS, SHOPS & TELECOM PROVIDERS ————— PAGE 31

BICYCLE, BIKE REPAIR, FLEA MARKETS & SPORTS ————— PAGE 32

MUSEUMS, THEATRES, OPERAS, OFFSPACES & NEWSLETTERS ————— PAGE 33

QUEER\* TIPS & GENDER STUDIES ————— PAGE 34

# ART & MATERIAL SUPPLIES

Ask for reductions with student ID & apply for project funding at the “ÖH.”

## ART SUPPLIES

Gerstaecker, Boesner

## BOLTS & SCREWS

Clausen-Schrauben, Baier's Enkel, Enne Werkzeuge

## CHEMICALS

Neuber's Enkel

## CERAMICS

Keramikbedarf Skokan

## COLOURS & PAINTS

Farbenwolf, Farben Kubelka, Ruhser, 100% Farbe

## DIGITAL- & OFFSETPRINTING

Riegnik, Alba Kopie, Albert Schießling, Plotservice

## ELECTRONICS

Conrad, Media Markt, Saturn

## FABRICS

Textil Müller, Komolka

## FINE ART PRINTING

Michael Sprachmann, Foto Leutner, Cyberlab

## GLASS

Glaswerkstätte Briza, Mager Glas

## HARDWARE STORES

Obi, Hornbach, Bauhaus, CityBaumarkt, Fetter, Quester

## METALS

Petzolt, Posamentir, Frankstahl

## PAPER & PAINTS

Mastnak, Christian Krieger

## PLASTICS & PACKAGING

Wettlinger Kunststoffe, Mastnak

## SOUND EQUIPMENT

Klangfarbe, Thomann

## STRINGS & WOOL

Dieroff

## VIDEO & LIGHT EQUIPMENT

DigiRental, Walimex, Digital-kameraverleih, Peter Dopplinger

# PUBLIC TRANSPORT

## STUDENT SEMESTER TICKET / SEMESTERKARTE

The student semester ticket is valid on all public transports in Vienna (Zone 100) and for the period of one term (winter term: September 1st - January 31st, summer term: February 1st - June 30th).

- **Students under 26** get student reduction on the ticket (online price: 150€).
- **Students (<26) with main residence in Vienna** (Meldezettel) get 50% discount off the regular student ticket (online price: 75€).

Documents required for purchasing the student ticket:

- ☐ confirmation of principal residence status (Hauptwohnsitz) in Vienna (Meldezettel)
- ☐ confirmation of enrollment (Inskriptionsbestätigung)
- ☐ registration number (Matrikelnummer)

## PUBLIC TRANSPORT OPERATOR IN VIENNA — WIENER LINIEN

You can buy your “Öffi tickets” (tickets for public transport) online: [wienerlinien.at/en](http://wienerlinien.at/en) > Tickets or in their **WienMobil App** (website: German; app: English & German).

## RAIL AND BUS OPERATORS

- rail operators: ÖBB, Westbahn
- bus operator: Flixbus, ÖBB
- app for train info and tickets: ÖBB Scotty

## SPECIAL OFFERS BY ÖBB

- Sparschiene — Cheap tickets for specific national and international trains, bookable until 3 days before the journey, however limited in number: [oebb.at/en/tickets-kundenkarten/oesterreich-europa/sparschiene](http://oebb.at/en/tickets-kundenkarten/oesterreich-europa/sparschiene)
- Einfach-Raus ticket — group tickets (2-5 persons, starting from 35€): [oebb.at/en/tickets-kundenkarten/schueler-gruppen/einfach-raus-ticket](http://oebb.at/en/tickets-kundenkarten/schueler-gruppen/einfach-raus-ticket)

# FOOD MARKETS, SHOPS & TELECOM PROVIDERS

## FOOD STORES & MARKETS

Most shops are open Monday to Saturday and closed on Sundays/Holidays!

- affordable supermarkets Hofer, Lidl, Penny
- general supermarkets Billa, Merkur, Spar
- organic foodstores Basic, Denn's, Martin Reformstark
- markets [wien.gv.at/freizeit/einkaufen/maerkte/lebensmittel/index.html](http://wien.gv.at/freizeit/einkaufen/maerkte/lebensmittel/index.html) (German only)
- drug stores Bipa, dm, Müller

## OPEN ON SUNDAYS & HOLIDAYS

There are some supermarkets, drug and tobacco shops (generally located at large trainstations), that are open on Sundays/Holidays. Look up [checkvienna.com/blog/en/shopping-on-a-sunday-in-vienna](http://checkvienna.com/blog/en/shopping-on-a-sunday-in-vienna) for further possibilities.

Billa	daily 6am-10pm	Praterstern, Franz-Josefs-Bahnhof
Spar	daily 6am-11pm 6/6.30/9am-7pm	Wien Hauptbahnhof Wien AKH (hospital)
Mini Merkur	daily 5.30am-11pm	Wien Westbahnhof
Bipa	daily 7am-8pm	Franz-Josefs-Bahnhof
Tobacco Shop	daily 6am-8pm	Franz-Josefs-Bahnhof

## TELECOM PROVIDER / MOBILE PHONE & INTERNET TARIFFS

Prepaid cards (Wertkarten) are available at supermarkets (Spar, Hofer, Billa, ...), in tobacco shops (Trafik), or in the main mobile phone shops (A1, Drei, Magenta, ...). Have a look at [tarife.at](http://tarife.at) (German only) to check out the best rates for mobile phones, internet, etc.



# BICYCLE, BIKE REPAIR, FLEA MARKETS & SPORTS

## BICYCLES

Citybike Vienna is the municipal rent a bike network with over 120 Citybike stations in Vienna. After a one-time online registration ([citybikewien.at/en](http://citybikewien.at/en)), you only need your credit or debit card to use it. The first hour is always for free!

Tips for safe biking and more: [bikecitizens.net](http://bikecitizens.net)

## BICYCLE REPAIR & SECOND-HAND BICYCLE MARKETS

- WUK second-hand bicycle markets, every 1st Wednesday of the month from 3-6pm at Währinger Straße 59, 1090 Vienna.
- DIY bike repair: [bikekitchen.net](http://bikekitchen.net) (donation, momentarily only outside)  
[fahrrad.wuk.at](http://fahrrad.wuk.at) (4€, momentarily by appointment only)

## FLEA MARKETS / 2ND HAND SHOPS AND PLATFORMS

- online platforms [willhaben.at](http://willhaben.at), [shpock.at](http://shpock.at) (apps available)
- flea markets [flohmarkt.at/flohmaerkte/wien](http://flohmarkt.at/flohmaerkte/wien), [carla-wien.at](http://carla-wien.at)
- clothes [humana.at](http://humana.at), [carla-wien.at](http://carla-wien.at)
- junk goods [48ertandler.wien.gv.at](http://48ertandler.wien.gv.at)

## SPORTS

The Sports Institute of the University of Vienna offers a variety of affordable courses: [usi.at/en](http://usi.at/en) (with reductions for students under 25).

# MUSEUMS, THEATRES, OPERAS, OFFSPACES & NEWSLETTERS

## ALWAYS BRING YOUR STUDENT ID AND ASK FOR A DISCOUNT!

- The majority of museums (Mumok, KHM, Albertina, etc.) offer student deals, such as annual tickets or membership cards.
- At Burgtheater, Staatsoper and Akademietheater you can buy standing room tickets (Stehplatzkarten) for extra low prices.

## FREE FOR ACADEMY STUDENTS

- The Kunstfreunde club ([kunstfreunde.at](http://kunstfreunde.at)) offers a free museum card for students of the Academy which gives access to 16 museums in Austria.
- The Academy's own galleries are also for free with an Academy student ID:  

<b>xhibit</b>	Tue-Sat 11am-3/6pm	Eschenbachg. 11, 1010 Vienna
<b>Paintingsgallery</b>	Wed-Mon 10am-6pm	Lobkowitzplatz 2, 1010 Vienna
<b>Glyptothèque</b>	Wed-Mon 10am-6pm	Lobkowitzplatz 2, 1010 Vienna
- If you want to see even more art on a budget, visit art galleries (Schleifmühl-gasse / Seilerstätte area), offspaces ([independentspaceindex.at](http://independentspaceindex.at)), or artworks in public spaces ([koer.or.at/en](http://koer.or.at/en)).

## ART NEWSLETTERS

[esel.at](http://esel.at)

[estherartnewsletter.com](http://estherartnewsletter.com)

[falter.at](http://falter.at) (for events, German)

## ACADEMY NEWSLETTER

[akbild.ac.at](http://akbild.ac.at) > University > Activities > Newsletter

For any art projects you would like to organise, please inform the International Office and the Academy's department for Public Relations: [c.kaiser@akbild.ac.at](mailto:c.kaiser@akbild.ac.at)

## TÜRKIS ROSA LILA VILLA

Linke Wienzeile 102, 1060 Vienna

– LGBTIQ+ community centre: counselling, events, education, activism, ...

## FLINTE

Lange Gasse 11, 1080 Vienna

– queer-feminist café

## MAREA ALTA

Gumpendorfer Straße 68, 1060 V.

– bar, events

## DAS GUGG

Heumühlgasse 14, 1040 Vienna

– gay community centre

## CAFÉ SAVOY

Linke Wienzeile 36, 1060 Vienna

– gay café/bar

## KISS BAR

Luftbadgasse 19, 1060 Vienna

– gay lounge/bar

## SISTERS VIENNA

[facebook.com/SistersVienna](https://www.facebook.com/SistersVienna)

– queer-feminist collective

## LAZY LIFE

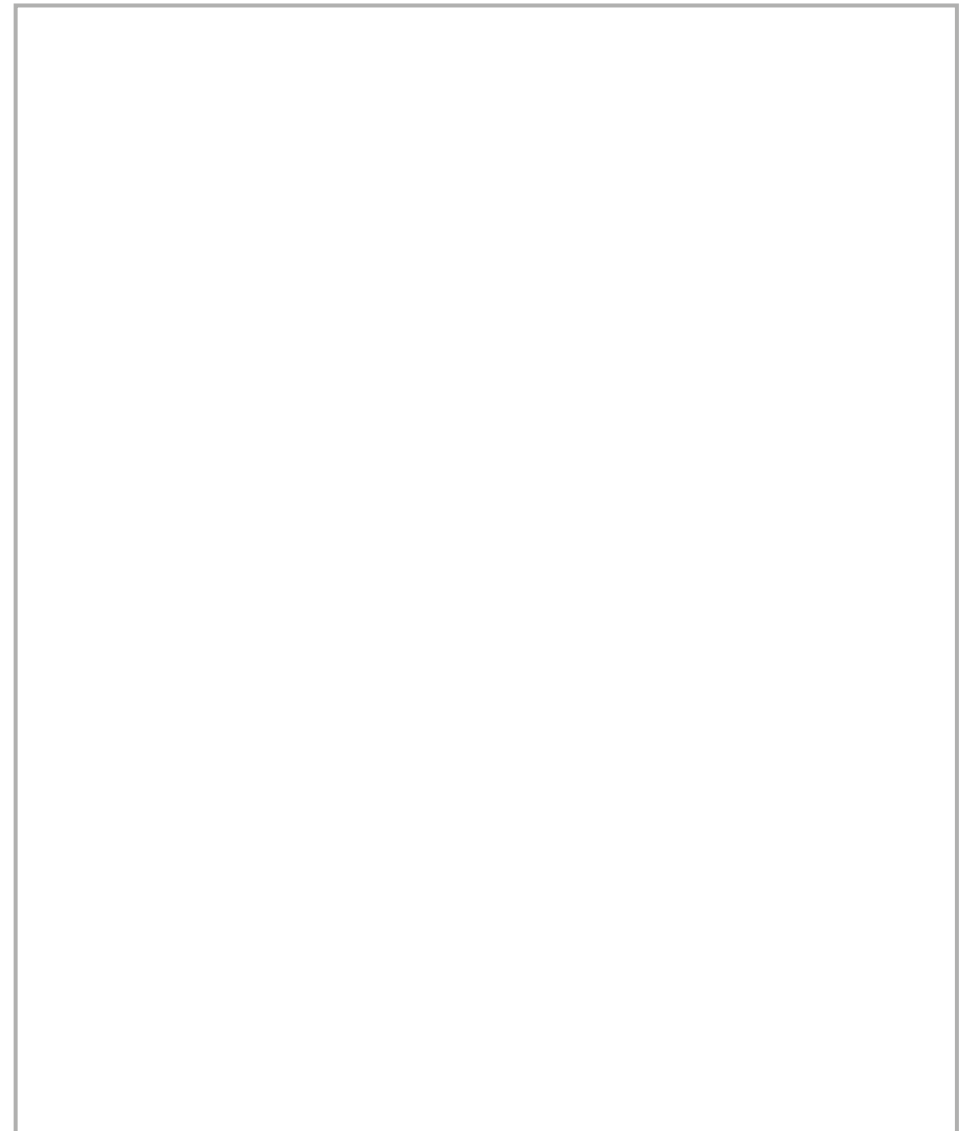
Burggasse 44, 1070 Vienna

– queer-feminist café/bar, events

## GENDER STUDIES

If you are interested in Gender Studies refer to:

[akbild.ac.at](http://akbild.ac.at) > Studies > Gender Studies



# SAFETY, HEALTH & HOTLINES

PSYCHOLOGICAL COUNSELLING ————— PAGE 38

HOMESICKNESS ————— PAGE 39

EMERGENCIES, BARRIER-FREE HELP & POLICE STATIONS ————— PAGE 40

EMERGENCY CONTACTS ————— PAGE 41

HELPFUL CONTACTS/WEBSITES & ERASMUS+ STUDENT CHARTER ————— PAGE 42

# SAFETY/SECURITY & INSURANCE

Vienna is regarded as a safe city – nevertheless, we would like to share some thoughts about what you can do for your own safety:

- If you have the feeling something is wrong, if you don't feel at ease at a location or in a situation – act! Avoid the place or person and leave!
- Be aware of your surroundings. If you are wearing headphones make sure you still hear outside noises.
- Don't walk alone during night hours. Walk in groups whenever you can. Safety is in numbers, keep together.
- Stay in well lighted areas as much as possible.
- Use toilets in restaurants rather than at public places at night.
- Use ATM terminals located inside banks rather than independent terminals.
- Know the neighbourhood where you live and work. Check out the locations of police, hospitals, restaurants and stores that are open late.
- Let a friend or your flatmate know your destination and your estimated time of return. That way help can be arranged as quickly as possible.
- Be sure your belongings stay under your control at all times. Don't leave belongings unattended in studios/classrooms/pubs/train stations/public spaces/...
- Watch your drinks in bars and clubs and at all events.

Please note that you have to be able to identify yourself on request of the police.

Always carry your student ID with you as well as a personal ID / passport or at least a copy of it. More information may be found on: [wien.gv.at/english/contact/emergency.html](http://wien.gv.at/english/contact/emergency.html)

## HEALTH AND ACCIDENT INSURANCE

All students are obliged to have sufficient health and accident insurance that is valid in Austria. Make sure that your health and accident insurance is both sufficient and valid in Austria. EU citizens use their E-Cards.

The students' union fee includes an accident and liability insurance for the Academy's buildings: [oeh.ac.at/service/insurance](http://oeh.ac.at/service/insurance)

# PSYCHOLOGICAL COUNSELLING

## PSYCHOLOGICAL COUNSELLING

Offers for students of the Academy include counselling, crisis intervention, short-term psychotherapies, as well as referrals to other professionals (by appointment only). Counselling is offered both in English and German, free of charge and is of course confidential; by request also anonymous.

- Where? Karl-Schweighofer-Gasse 3, 5th floor (DG)  
room DG.03, 1070 Vienna (door plate:  
Psychosoziale Beratung)
- Who?
  - Elisabeth Hochtl-Wallner call +43 (0) 664 8088 71106  
consultations every Tuesday 8:30am-12:30am
  - Alexander Parte call +43 (0) 664 8088 71107  
consultations every Wednesday 8:45am-11:15am

If you are in a critical mental situation, please call:

- Sozialpsychiatrischer Notdienst +43 (0) 1 31 330 (24 hours a day)
- Kriseninterventionszentrum +43 (0) 1 4069595 (Mo-Fr 10am-5pm)

If you need general information and help with organising psychological counselling, call: Psychosoziale Information +43 (0) 1 4000 53060.

# HOMESICKNESS

Homesickness is a strong, but usually short wave of emotions that is most present at the beginning of a stay abroad. In order to understand your homesickness and make your settling down easier, join the Academy's events, go outdoors, keep a diary, do sports, make new friends (go on a trip together), keep moderate contact with your home base, and get familiar with your new surroundings.

# EMERGENCIES, BARRIER-FREE HELP & POLICE STATIONS

## EMERGENCIES / MEDICAL HELP

Emergencies range from fire, serious injuries, raids/robbery, assaults, poisoning and passing away to natural disasters and political or social unrest. Emergencies should be treated seriously.

Please call the numbers on page 41 for help / further instructions and save them on your mobile, so you have them ready in an emergency! Please also save the phone number of your respective National Embassy in Vienna.

## BARRIER-FREE HELP

- Emergency app for people with hearing impairment or hearing loss may download DEC112 ([app.dec112.at](http://app.dec112.at), German only) for emergency cases.
- People with visual impairment can download Be My Eyes ([bemyeyes.com](http://bemyeyes.com)) so sighted volunteers can help blind and low-vision people to lead more independent lives.

Useful website for finding the right doctor: [docfinder.at](http://docfinder.at) (German only)

## POLICE STATIONS IN VIENNA

On the following website you can find a list of all police stations in Vienna: [wien.gv.at/english/administration/organisation/federal-authorities/police](http://wien.gv.at/english/administration/organisation/federal-authorities/police)

# EMERGENCY CONTACTS

FACILITY	PHONE NUMBER	SERVICE HOURS
<b>FIRE BRIGADE</b> FEUERWEHR	122	24 hours a day
<b>POLICE</b> POLIZEI	133	24 hours a day
<b>AMBULANCE</b> RETTUNG	144	24 hours a day
<b>EUROPEAN EMERGENCY NUMBER</b> EURONOTRUF	112	24 hours a day
<b>CORONA &amp; MEDICAL ADVICE</b> GESUNDHEITSNUMMER	1450	24 hours a day
<b>GENERAL PRACTITIONERS</b> ÄRZTEFUNKDIENST	141	7PM-7AM & ON HOLIDAYS 24/7
<b>POISON CONTROL CENTRE</b> VERGIFTUNGS-ZENTRALE	+43 (0) 1 406 43 43	24 hours a day
<b>EMERGENCY PSYCHIATRIC COUNSELLING</b> SOZIALPSYCHIATRISCHER NOTDIENST	+43 (0) 1 313 30	24 hours a day
<b>WOMEN'S EMERGENCY HELPLINE</b> FRAUENNOTRUF	+43 (0) 1 717 19	24 hours a day

# HELPFUL CONTACTS/WEBSITES

## STUDENTS' UNION SERVICE FOR FOREIGN STUDENTS

[auslaenderinnenreferat@oeh.ac.at](mailto:auslaenderinnenreferat@oeh.ac.at), +43 (0) 1 310 88 80 - 65 or - 27  
Taubstummengasse 7-9, 4th floor, 1040 Vienna

## ADVICE FOR WOMEN\* AND GIRLS\*

[wien.gv.at/menschen/frauen/pdf/safety-security.pdf](http://wien.gv.at/menschen/frauen/pdf/safety-security.pdf)

## COUNSELLING FOR HOUSING

[wohnrecht@oeh.ac.at](mailto:wohnrecht@oeh.ac.at)

## TENANCY LAW COUNSELLING

[wien.arbeiterkammer.at/beratung/wohnen](http://wien.arbeiterkammer.at/beratung/wohnen) (German only)

## HOUSING BENEFITS APPLICATION

[wien.gv.at/amtshelfer/bauen-wohnen/wohnbauforderung/unterstuetzung/wohnbeihilfe-antrag.html](http://wien.gv.at/amtshelfer/bauen-wohnen/wohnbauforderung/unterstuetzung/wohnbeihilfe-antrag.html) (German only)

## WEBSITE OF THE CITY OF VIENNA

[wien.gv.at/english](http://wien.gv.at/english)

# ERASMUS+ STUDENT CHARTER

## ERASMUS+ STUDENT CHARTER

The Erasmus+ Student Charter highlights your rights and obligations and tells you what you can expect from your sending and receiving organisations at each step of your Erasmus+ experience.

- Higher education institutions participating in Erasmus+ have committed themselves to respect the principles of the Erasmus Charter for Higher Education to facilitate, support and recognise your experience abroad.
- On your side, you commit yourself to respect the rules and obligations of the Erasmus+ Grant Agreement that you have signed with your sending institution.
- The Erasmus+ Student and Alumni Alliance (ESAA) offers you a range of services to support you before, during and after your experience abroad.

Have a look: [ec.europa.eu/programmes/erasmus-plus/sites/erasmusplus2/files/erasmus-student-charter-july2018\\_en.pdf](http://ec.europa.eu/programmes/erasmus-plus/sites/erasmusplus2/files/erasmus-student-charter-july2018_en.pdf)

## AUSTRIAN FOREIGN MINISTRY

[bmeia.gv.at/en](http://bmeia.gv.at/en)

## AUSTRIAN AGENCY FOR INTERNATIONAL MOBILITY / LEGAL & PRACTICAL HELP

[oead.at/en](http://oead.at/en) > to Austria

## ERASMUS STUDENT NETWORK

[esnuniwien.com](http://esnuniwien.com) > events



Erasmus+

WITH THE SUPPORT OF THE ERASMUS+  
PROGRAMME OF THE EUROPEAN UNION

IMPRESSUM:

INTERNATIONAL OFFICE  
ACADEMY OF FINE ARTS VIENNA  
SCHILLERPLATZ 3, 1010 WIEN  
INTERNATIONAL@AKBILD.AC.AT

ALL INFORMATION MAY BE SUBJECT  
TO ALTERATIONS.

THE EUROPEAN COMMISSION SUP-  
PORT FOR THE PRODUCTION OF THIS  
PUBLICATION DOES NOT CONSTITUTE  
AN ENDORSEMENT OF THE CONTENTS  
WHICH REFLECTS THE VIEWS ONLY OF  
THE AUTHORS, AND THE COMMISSION  
CANNOT BE HELD RESPONSIBLE FOR  
ANY USE WHICH MAY BE MADE OF THE  
INFORMATION CONTAINED THEREIN.

MAPS: WIEN.GV.AT/STADTPLAN/EN