



## VIENNA MASTER IN HUMAN RIGHTS (Master of Arts)

Start: Winter Term 2017/18

### Application form & Application for Admission

#### Personal Data

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

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

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

Home Address (Street, Street no., Apt. no, \_\_\_\_\_

Postal Code, City, Country) \_\_\_\_\_

*Postal address for correspondence (only if different from home address)*

Postal Address (Street, Street no., Apt. no, \_\_\_\_\_

Postal Code, City, Country) \_\_\_\_\_

Email \_\_\_\_\_ Phone/Fax \_\_\_\_\_

Date/Place of birth \_\_\_\_\_

Nationality \_\_\_\_\_ Passport Number \_\_\_\_\_

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

#### Education

##### Information about your Secondary School leaving certificate

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

Type of school leaving certificate \_\_\_\_\_

*Please provide a copy of your high school leaving certificate.*

##### Information for study

Have you studied at the University of Vienna?  yes  no

Have you studied at another Austrian University?  yes  no

\*Austrian registration number \_\_\_\_\_

*\*In case you studied already at an Austrian University it is necessary to name/to declare your Austrian registration number!*

*Completed study programme:*

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

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

Year of university degree \_\_\_\_\_

List human rights courses and practical experience in the field of human rights, if any  
(Attach separate sheet if necessary)

List in chronological order any publication  
(Attach separate sheet if necessary)

Please state further qualifications in your CV.

## English Proficiency

English  A1  A2  B1  B2  C1  C2  native

European language levels: <https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr.iehtml>

If English is **not your native language**, please fill in the following section:

Do you consider your knowledge of English to be at a sufficient level for attending courses and seminars on human rights taught in English?

- |  |                           |                                    |                          |
|--|---------------------------|------------------------------------|--------------------------|
| for actively taking part in discussions          | <input type="radio"/> yes | <input type="radio"/> more or less | <input type="radio"/> no |
| for understanding lectures                       | <input type="radio"/> yes | <input type="radio"/> more or less | <input type="radio"/> no |
| for reading and analysing texts                  | <input type="radio"/> yes | <input type="radio"/> more or less | <input type="radio"/> no |
| for writing an academic paper or a master thesis | <input type="radio"/> yes | <input type="radio"/> more or less | <input type="radio"/> no |

Have you completed an academic degree where English language was the medium of instruction?

no *Please proceed to next question!*

yes Name of University \_\_\_\_\_  
Programme/Degree \_\_\_\_\_

Have you completed a test of English language proficiency? (e.g. TOEFL, IELTS or CAE)

yes  no Name of Examination \_\_\_\_\_ Date taken \_\_\_\_\_  
Location of Testing Centre \_\_\_\_\_ Score \_\_\_\_\_

## Housing

I wish to book housing via the Programme office.

Please attach the housing form if you wish to book housing through our Programme.  
Form available at: <http://www.postgraduatecenter.at/humanrights/home/>

I take care of housing myself.

## Visa/Residence permit (if applicable)

Country of birth \_\_\_\_\_ Country of Citizenship \_\_\_\_\_

Passport number \_\_\_\_\_ City \_\_\_\_\_

Where will you make your Visa application? Country \_\_\_\_\_ City \_\_\_\_\_

For further information on procedures regarding application for visa and residence permit for Austria visit our website:  
<http://www.postgraduatecenter.at/humanrights/application-practical-information/visa-information/>

## Funding

I will bear the costs myself (supported by myself/my family)

I am fully sponsored by my employer (please attach evidence)

I am fully sponsored by my home government/university (please attach evidence)

I have applied/will apply for an external scholarship (please specify and attach evidence) \_\_\_\_\_

## How did you hear about this Postgraduate Programme?

Leaflet, brochure, poster

Recommendation by: \_\_\_\_\_

Other: \_\_\_\_\_

Print media, advertisement

Facebook

Online sources:

masterstudies.com  findamasters.com

llm-guide.com  euroeducation.net

masterportal.eu  goinginternational.eu

Website Postgraduate Center

other (please specify): \_\_\_\_\_

## Application checklist (supporting documents)

**Please sign this application form and attach copies of all documents listed below. If scanned and e-mailed, we accept only complete applications with all documents in one single pdf-document in the following order:**

1. Letter of motivation
2. CV
3. Academic transcripts including final grades  
(all transcripts / translations either in German, English or French)
4. Copy of your University diploma OR proof of relevant work experience (5 years)
5. Copy of passport
6. Excerpt of a few pages of an English paper (max. 10 pages)
7. Proof of English language proficiency (for non-native speakers who did not graduate from an English-language programme)

Please sign this form and send your complete application by e-mail or post to:

University of Vienna  
Vienna Master in Human Rights  
Georges Younes, M.Sc  
Hörlgasse 6/8  
1090 Vienna  
Tel + 43 1 4277 10828  
[humanrights@univie.ac.at](mailto:humanrights@univie.ac.at)

### optional:

8. Housing form if you wish to book housing through our Programme
9. Letter(s) of recommendation

**Application deadline: 26 February 2017/ 26 March 2017/ 30 April 2017/Open Round 2017**

## Declaration

I hereby apply for the postgraduate Programme Vienna Master of Arts in Human Rights starting in the winter term 2017/18. The tuition fee for the Programme Vienna Master of Arts in Human Rights is € 20,600. Travel, accommodation, insurance, visa (for applicants without an EU residency) and subsistence expenses are not covered by the tuition fee. All bank charges incurred for remitting the tuition fee are borne by the applicant.

The admission to the programme is subject to the applicant's qualification, motivation, timely application and limited places (max. 30 students).

After the selection process and once I receive the positive admission statement by the Scientific Director of the Programme, I have 4 weeks to accept or reject the admission offer. After 4 weeks of non-communication (opt-out mechanism), the offer is considered to be accepted. Rejection of the admission statement in the given timeframe is free of charge.

Once the admission offer is accepted, my application is binding and I will take full responsibility bearing the tuition fee of € 20,600 (the tuition fee is exempt from value-added tax). After the acceptance of the university's offer by the student the first instalment of € 2,600 is due immediately. It covers the administrative fee and is not refundable. The spot is secured once the administrative fee is paid. The second instalment of € 9,000 is due by 1 September 2017 and the third instalment of € 9,000 is due by the beginning of the third term (September 2018).

Upon acceptance of admission and payment of the first instalment, I am granted to defer my entry by one year. Reasons for deferring are only accepted by providing a valid reason in written form.

Cancellation of the application has to be submitted in writing no later than 2 July 2017 (12 weeks before the start of the Programme): after the final acceptance of the student and before 2 July 2017, the cancellation fee amounts to € 2,400. If an application is not cancelled in due time (after 2 July 2017), the cancellation fee amounts to 50% of the tuition fee unless the applicant provides a qualified substitute. The tuition fee will not be refunded if the applicant withdraws after 2 July 2017.

In case I am required to apply for a visa and residence permit, I am herewith declaring that I will take care of all necessary arrangements in a timely manner before the start of the course. I am aware that the time between my Visa application and the receipt of the Austrian visa and residence permit can take up to several months.

The Scientific Director reserves the right to cancel the Programme for compelling reasons before its start. In this case, all tuition fees paid are refunded. The Scientific Director reserves the right to make necessary changes to the curriculum, to change the venues and make organizational changes at short notice. The Scientific Director reserves the right to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information.

I declare that the information given on this application is true and complete. By signing this form, I agree that I have read, understood and agree to all information provided in this application form.

I hereby agree that my data can be stored electronically for the purpose of application and that I will receive mail for information purposes; I have the right to object to such mail at any time. My data will not be disclosed to any third party.

**Date, Place**

**Signature**