

Service & Support



# Starting your studies

Studying at Mozarteum University Salzburg



- The secretariats at a glance

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**Dear first-year students,**

welcome to the Mozarteum University Salzburg. We are very pleased that you have decided to begin this new, challenging phase of your life here with us.

You are now part of a university that sees itself as a place for artistic encounters and challenges – as diverse and fascinating as art itself. Here you will meet around 2200 fellow students and almost 600 teachers, who together at the two locations of Salzburg and Innsbruck are dedicated to teaching, the development and promotion of the arts, their mediation as well as university research in arts.

At the beginning of your studies, we would like to provide you with all the support that will make it easier for you to get started: You have already passed the most important one – the entrance exam – with flying colours. The next step is to enrol in the programme, register for the courses and get to know your new study environment. Please do not forget that the university, city and province of Salzburg as well as the university location Innsbruck offer you a wide range of opportunities alongside your studies, to experience culture and nature, to be active in sports and to build new social and private connections.

This brochure is intended to provide you with a little help for the most important steps for starting your studies. If you have any questions, please do not hesitate to ask our teaching and administrative staff – they will be happy to help you! During the first weeks of the semester, high-semester fellow students, called tutors, will be available at the departments to provide concrete assistance.

In any case, I would be delighted to welcome you all at our Welcome Day on 29<sup>th</sup> September 2025 and wish you a good start in advance!

**Dr. Mario Kostal**

Vice Rector for Teaching

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## • Where do I enrol?

From the **beginning of July to mid-September**, the staff of the Course and Examination Management will be at your disposal in their offices, Makartplatz 5, III. floor.



From **mid-September and during the semester**, counselling and administrative services are provided at the Servicepoint on the ground floor of the main building, Mirabellplatz 1.

- **5 steps to enrolment**  
in the winter semester **2025/2026**  
after passed entrance examination

1. **Online pre-registration** here: <https://mozonline.moz.ac.at>

When: from 1.7.2025

**Who: Only if you are asked to complete the online pre-registration in the email confirming your successful entrance exam. For all others, this step is not required.**

2. **Enrolment** in Salzburg, required documents:

| Document   | BA | MA | PGL |
|--|----|----|-----|
| Application for enrolment  | ×  | ×  | ×   |
| Passport (ORIGINAL and COPY of the page showing your name and picture) | ×  | ×  | ×   |
| German certificate (if required)                                       | ×  | ×  |     |
| Bachelor certificate (ORIGINAL* + COPY)                                |    | ×  |     |
| Master certificate (ORIGINAL* + COPY)                                  |    |    | ×   |

\*Document must satisfy the rules regarding authentication/verification and translation.

When: general admission period from **7.7.2025** to **5.9.2025**, Mo–Fr, 10:00–12:00, only with appointment from [studienabteilung@moz.ac.at](mailto:studienabteilung@moz.ac.at)  
(Extended admission period from 6.9.2025 to 31.10.2025, Mo–Fr, 10:00–12:00)

Upon enrolment you receive:

- \* Payment slip for the ÖH-fee and – if required – tuition fee or course fee
- \* PIN-Code for your MOZonline student account
- \* Student ID card

3. **Payment:** Please do the bank transfer immediately

Last day of payment: End of general admission period (5.9.2025)  
or end of extended admission period (31.10.2025)

Please note: If you pay via telebanking, do not forget to enter your **payment reference, name and student ID!**

**Enrolment happens only after on-time payment of the complete amount!**

4. **Register to MOZonline** here: <https://mozonline.moz.ac.at> (student account)

For details see chapter “MOZonline account” on page 5

5. **Registration to courses** in MOZonline

When: from **1.9.2025** to **30.9.2025**

For details see chapter “Course registration“ on page 8

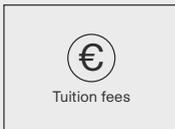
If you are still unable to activate your MOZonline student account and download a confirmation of enrolment one week after the payment, please contact [studienabteilung@moz.ac.at](mailto:studienabteilung@moz.ac.at).

## • Payment in the following semesters

In order to continue your registration for the next semester, you must pay the ÖH fee each semester and, if required, the tuition fee. Without re-registration, it is not possible to register for courses!

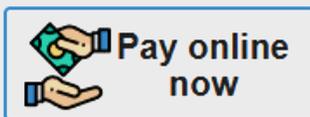
Payments must be made during the general admission period or at the latest during the re-registration period of the semester. Payments after the end of the re-registration period on 31<sup>st</sup> October for the winter semester and 31<sup>st</sup> March for the summer semester can no longer be considered.

You will receive the payment details in the first semester when you enrol. From the next semester onwards, you will only find the payment details in MOZonline under Tuition fees.



You can pay the fees via online banking or directly via MOZonline.

- When paying via online banking, please be sure to enter the correct payment reference. **ATTENTION:** the payment reference changes every semester.
- Payment via MOZonline is only possible from the 2<sup>nd</sup> semester onwards. To do this, click on "Pay online now" under Tuition fees and follow the instructions.



For university courses, the course fee must also be paid each semester. You can find the payment details at: <https://www.moz.ac.at/en/study/service-support/financial-scholarships#course-fee>

**ATTENTION:** the course fee is not displayed in MOZonline.

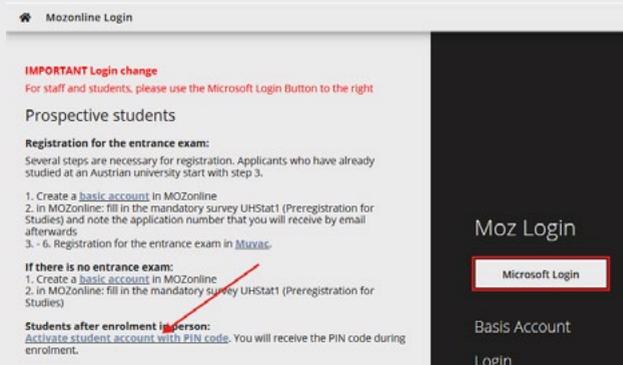
Still have questions?  
Check our FAQs!



## • MOZonline account

**Registration with MOZonline** via <https://mozonline.moz.ac.at> (student account) possible at the earliest three days after payment of the fee(s); required for this purpose

- PIN code
- Matriculation number (see student ID card)
- Date of birth



Click on „Activate student account with PIN code“, then you can set your own password. For future logins, use the “Microsoft Login”.

### In MOZonline you can:

- register for courses (My Studies)
- change your study and home address (Current/Home Address)
- print study sheets, confirmations of study and confirmations of study period (Enrolment Documents)
- print course certificates and certificates of academic achievements (Transcripts)
- pay the ÖH-fee and tuition fee (Tuition fees)
- access your MOZmail account (Webmail)

### MOZmail address

Your MOZonline account also gives you access to your MOZmail address (Outlook). For data protection reasons, please only use the MOZmail address for communication with the university. Check your mailbox regularly. Mails from Mozarteum University – especially regarding (registration) deadlines and exam dates – will only be sent to the MOZmail address.

### Logging in to MOZonline does not work?

If you have never logged in to your student account before, please contact [studienabteilung@moz.ac.at](mailto:studienabteilung@moz.ac.at)

In all other cases (e.g. forgotten password) please contact [servicedesk@moz.ac.at](mailto:servicedesk@moz.ac.at)

### WLAN

WLAN is available at all locations of Mozarteum University Salzburg:

- WLAN “eduroam” -> MOZmail address [firstname.lastname@stud.moz.ac.at](mailto:firstname.lastname@stud.moz.ac.at) and password (as in MOZonline and Outlook)

## • Student ID card



You will receive your student ID card at your enrolment.

After you have activated your MOZonline account, you can validate your student ID card for the current semester. There are machines for this purpose at several locations of Mozarteum University.

When you insert the ID card into the machine, it will be extended until the end of the current semester,

and the „Valid until“ date will be printed on it. PLEASE NOTE: The ID card can only be used from the day after the activation.

Room booking is available from the following Monday at the earliest!



Locations of the machines in Salzburg:

- Mirabellplatz EG by the two lifts next to the porter's lodge
- Mozarteum Foundation UG near the photocopier
- Orff Institute EG in the corridor near the photocopier
- KunstWerk EG by the coffee machine in front of the photography

### Functions of the ID card:

- booking of practice rooms (see folder "Manual for the Room Reservation System")
- access to some Mozarteum buildings
- in the University Library as a library card
- Mensa discount

- Copy card: You can top up your card for printing and copying via <https://moz.eu.uniflowonline.com>. A PayPal account is required.

In addition, students often get discounts in shops, restaurants, cultural institutions and museums in Salzburg and Innsbruck. Whether it's a bar, bakery or cinema: Show your card and ask for a student discount.

### Duplicate

To obtain a duplicate of your lost student ID card you must submit a theft or loss report and another photo ID. It is also necessary to pay the duplicate fee of € 15,-. The new student ID card can be picked up at the Servicepoint 3–4 working days after the payment.

Bank details for transferring the duplicate fee:

Bank Austria

IBAN: AT38 1100 0099 5325 8200

Recipient: Universität Mozarteum Salzburg

Purpose: Duplikat Studentencard, Name, Matriculation number

## • Study planning

A thoughtful planning of semesters and study sections can contribute decisively to the enjoyment of studying, as no deadlines are overlooked, no unnecessary time pressure arises, and a semester or academic year is not unexpectedly “lost”.

- Step 1:** Study the curriculum and the implementation guidelines carefully (e.g. sometimes there are courses that build on another and have to be completed in a specific order). The curriculum including module overview and implementation guidelines can be downloaded from the website of your degree programme.
- Step 2:** Seek advice (e.g. on the question of whether compulsory courses are offered every semester, only once per academic year or even less frequently). The tutors and departmental secretariats will be happy to help.
- Step 3:** Check the current course offerings in MOZonline.
- Step 4:** Draw up a sensible timetable (with times for rehearsing, studying or writing, but also for the necessary rest, for friends or family, etc.); it is advisable to plan only about 60% of the week as a fixed schedule, to reserve 20% as replacement time for unforeseen events and to leave another 20% completely open.
- Step 5:** Early registration for participation in the desired courses.

## • Recognition of examinations/preliminary work

[www.moz.ac.at/en/study/faq-questions-about-studying#how-does-the-recognition-of-exams-work](http://www.moz.ac.at/en/study/faq-questions-about-studying#how-does-the-recognition-of-exams-work)

Positively assessed examinations and other academic achievements taken at a recognised post-secondary educational institution as well as activities and qualifications (such as scientific, artistic, and professional activities) are to be recognised pursuant to § 78 UG if there are no significant differences with regard to the competences acquired.

Recommendation: Submit your academic achievements for recognition as soon as possible. It makes it much easier to plan your further studies.

For information and forms, please contact the department of the Director of Studies/Bologna Process via MOZmail: [anerkennung@moz.ac.at](mailto:anerkennung@moz.ac.at).

It takes 6–8 weeks to check the documents, clarify the situation and to issue the notification of recognition. Notification is made via MOZmail address, and the decision is also stored in the student file in MOZonline.

## • Course registration



My Studies

Log in to MOZonline.

Click on "My Studies"



Instructions for  
course registration

You will now see the Curriculum Support for the selected degree programme.

By clicking on the modules displayed, you can view the courses.

Curriculum Support / Mustermann, Gabl; Mag., BA. (09999999)  
111 Bachelor program Piano (UG2002/19W, Bachelor programme, current); re-enrollment, Academic year 2023/24

Curriculum Semester plan

Display ▾ Node filter ( All ) ▾ Show my degree programmes

| Academic achievements, by: 02.05.2024 13:58           |          |         |          |    |         |     |      |    |     |  |
|---|----------|---------|----------|----|---------|-----|------|----|-----|--|
| Node filter-Name                                      | rec.sem. | Credits | Duration | WF | Results | Sel | Pass | RM | Cre |  |
| <input type="checkbox"/> [19W] Bachelor program Piano |          | 240     |          | 1  |         |     | P    |    | 0   |  |
| <input type="checkbox"/> Central Artistic Subject     |          | 136     |          | 1  |         |     | P    |    | 0   |  |
| <input type="checkbox"/> Chamber music/Ensemble       |          | 4       |          | 1  |         |     | P    |    | 0   |  |
| <input type="checkbox"/> Choir or Chamber choir       |          | 4       |          | 1  |         |     | P    |    | 0   |  |
| <input type="checkbox"/> Practice Piano               |          | 6       |          | 1  |         |     | P    |    | 0   |  |
| <input type="checkbox"/> Theory Piano                 |          | 16      |          | 1  |         |     | P    |    | 0   |  |
| <input type="checkbox"/> Performance practice         |          | 6       |          | 1  |         |     | P    |    | 0   |  |
| <input type="checkbox"/> Body/Self                    |          | 7       |          | 1  |         |     | P    |    | 0   |  |
| <input type="checkbox"/> Music theory                 |          | 21      |          | 1  |         |     | P    |    | 0   |  |
| <input type="checkbox"/> Musicology                   |          | 14      |          | 1  |         |     | P    |    | 0   |  |

In addition to compulsory subjects and electives, you can also register for a selection of free electives (FWF).

Click on the desired course. If there is more than one teacher to choose from, select the desired teacher plan and register yourself.

For the view of the individual semesters, it is recommended to switch from the "Study plan" to the "Semester plan" view.

## • Practice rooms

Students are credited a weekly time quota which can be used to reserve practice rooms at <https://raumreservierung.moz.ac.at>.

Room reservations are only possible if the student ID has already been validated for the current semester.

Reserved rooms can be unlocked with the student ID card. If a reserved room is not unlocked within 15 minutes of the start of the reservation, the room will be released for other students.

In case of questions regarding the room reservation system, please contact [fm-ticket@moz.ac.at](mailto:fm-ticket@moz.ac.at).



room reservation (portal)



instructions for  
room reservations

## • University Library Mozarteum

### Training offers

There is a wide range of training and introductory offers. These range from an introduction to using the library to research.

More information and the possibility to register can be found on the library homepage:

**[www.moz.ac.at](http://www.moz.ac.at) → Menu → Study → University Library → Library Service → Workshops**

### Holdings / locations / borrowing titles

The library has a total stock of ~300,000 media (~170,000 sheet music, ~115,000 books, ~15,000 audio-visual media (CD, DVD etc.) and ~280 current periodicals) covering the range of subjects represented at the university.

The holdings are divided between the main library and the individual sub-libraries:

- Main library (Salzburg, Mirabellplatz 1, ground floor)
- Div. department and institute libraries in the main building (Salzburg, Mirabellplatz 1)
- Library of the Orff Institute for Music and Dance Education (Salzburg, Frohnburgweg 55)
- Library of the Institute for Play Research (Salzburg, Schwarzstraße 24)
- Library of the Department of Music Education in Innsbruck (House of Music, Universitätsstraße 1, 5<sup>th</sup> floor)

The holdings of the main library are divided into the open access holdings, which can be accessed in the reading room and are arranged systematically, and the magazine stock. Magazine stock must be ordered online. The open access holdings of the main library, journals, theses and the holdings of the rare books collection (published before 1875) cannot be borrowed and can only be used in the reading room. At the department libraries, the holdings are offered in open access.

### Borrowings

The desired books, sheet music etc. can be ordered via the homepage of the University Library:

**[www.moz.ac.at](http://www.moz.ac.at) → Menu → Study → University Library → Online catalog**

The ordered titles are usually available at the circulation desk within one hour.

Students of Mozarteum University Salzburg can borrow 20 information carriers at the same time. An exception is made for diploma and dissertation students: They can borrow up to 30 titles.

### Contact

[leihstelle.bibliothek@moz.ac.at](mailto:leihstelle.bibliothek@moz.ac.at)

## • University Library Salzburg (Universitätsbibliothek Salzburg, UBS)

In many cases, it is advisable to broaden your literature search. An additional option for this is the University Library Salzburg (<https://www.plus.ac.at/university-library/?lang=en>), which, as the largest academic library in the city and province of Salzburg, is also accessible to students of the Mozarteum University. Those who do not also study at the University of Salzburg and therefore have the appropriate student card, however, require a library account and their own library card for borrowing.

## • Instrument lending

In order to borrow an instrument at the Department of Business and Procurement of Mozarteum University Salzburg (Schranngasse 10a, 2<sup>nd</sup> floor, 8:30–11:30) or in Innsbruck (secretariat), the following steps are necessary:

1. fill in the loan form (available at the relevant secretariats and at the Department of Business and Procurement) and conclude a loan contract
2. obtain a positive opinion from the head of the class or the head of the department
3. conclusion of an insurance
4. presentation of all the above-mentioned documents as well as the student ID card

Before returning the instruments, please note: For violins, violas, violoncellos, a confirmation from Geigenbau Svatek (Salzburg, Paris-Lodron-Straße 5) must be submitted. For all other instruments (e.g. double basses, wind instruments and percussion), confirmation from the head of the class is required.

Contact: +43 676 88122 505, [ute.bischoff@moz.ac.at](mailto:ute.bischoff@moz.ac.at)

## • Rental of digital equipment

Students can also borrow digital recording equipment, cameras, mixers etc. from the MediaLab (<https://medialab.moz.ac.at/service/verleih-ueben>).

Contact: +43 676 88122 631, [medienverleih@moz.ac.at](mailto:medienverleih@moz.ac.at)

## • Cloakroom boxes / lockers

Lockers are available on several floors in the main building. Students can obtain a key card for these lockers after paying a deposit (€ 25,-). Information on payment and the issue of key cards is available from the porters (Mirabellplatz 1, ground floor). They can be returned to Mr. Krispler by prior arrangement, and the deposit will be refunded.

Contact: +43 676 88122 310, [christian.krispler@moz.ac.at](mailto:christian.krispler@moz.ac.at)

## • Tips for living in Salzburg

In order to make studying an all-round positive experience, things like a suitable living situation, attractive food and sports facilities, opportunities for part-time jobs and exciting events must also be available. On the following pages you will find some selected tips.



Life in Salzburg

### Still looking for a flat?

Living in Salzburg is expensive! Although this also applies to some extent to the prices of student halls of residence, living in Salzburg is often cheaper this way. Salzburg's student halls of residence are listed here:

[www.oeh-salzburg.at/beratung/studierendenheime](http://www.oeh-salzburg.at/beratung/studierendenheime)

[www.studium.at/studentenheime/salzburg](http://www.studium.at/studentenheime/salzburg)

If you haven't found a place in a hall of residence or don't want to live there in the first place, the best place to find a place to stay, apart from the relevant advertisement pages of the Salzburg News and willhaben.at, is the flat exchange (**Wohnungsbörsen**) of the ÖH Mozarteum (<https://oeh-mozarteum.at/wohnborse>) and the ÖH Salzburg (<https://boersen.oeh-salzburg.at/boersen/wohnungsboerse>). As the offers change several times a day, it is advisable to visit them frequently.

### New in Salzburg? Register your residence!

Within the first three days after their arrival in Salzburg, all students must register at the registration office of the city of Salzburg. This also applies to Austrian students who move to Salzburg for the first time and establish their secondary residence here.

**Registration Office (Meldeamt)**, Kiesel Building, Saint-Julien-Straße 20, 4<sup>th</sup> floor, 5020 Salzburg – open Monday–Thursday 7:30–16:00, Friday 7:30–13:00  
Online appointment registration at [www.stadt-salzburg.at/meldeservice](http://www.stadt-salzburg.at/meldeservice)

The necessary registration form can be downloaded or obtained from the landlord or the hall of residence. When registering in person, please bring the registration form signed by the landlord and your passport.



## Residence regulations for international students

Detailed information for all countries of origin and study programmes can be found on the OeAD website (<https://oead.at/en/to-austria/entry-and-residence>) or at the Austrian Federal Ministry of the Interior ([www.bmi.gv.at](http://www.bmi.gv.at)).

## Registration certificate for EU/CH/EEA students

Students from EU/EEA countries or Switzerland who stay in Austria for longer than three months need a registration certificate in addition to the registration form. For this purpose, the student must prove the following:

- admission to a recognised educational institution (confirmation of enrolment from MOZonline)
- comprehensive health insurance cover (e.g. European Health Insurance Card, insurance policy, ...)
- sufficient means of subsistence (declaration of financial means such as Erasmus scholarship, financing by parents, etc.).

The certificate costs € 15,- once and is permanently valid. Those who cannot provide this proof must expect a fine of € 250,- in the event of a police check.

Responsible for this registration is the Magistrat Salzburg, Amt für öffentliche Ordnung, Schwarzstraße 44. When applying, in addition to the fully completed form, you must bring a valid passport or identity card with a copy and the registration form.

The registration certificate form can be found at the Austrian Federal Ministry of the Interior.



Application form for the registration certificate

## • Insurances

### Accident Insurance

All students at the Mozarteum University are covered by accident insurance through the Austrian Students' Union (<https://www.oeh.ac.at/en/service/oeh-insurance>). This insurance covers all accidents at the university or on the way to or from the university.

### Health Insurance

All students must have valid health insurance. Without valid insurance, you will not be issued a visa, residence permit, or residence certificate.

### Students from Austria

Those who begin studying after school can be covered by their parents' insurance free of charge until their 27th birthday. This generally requires receipt of family allowance or proof of serious study (through certificates).

Older students must self-insure with the Austrian Health Insurance Fund (Österreichische Gesundheitskasse, <https://www.gesundheitskasse.at/cdscontent/?contentid=10007.868713>).

## Students from abroad

There are several options for health insurance:

1. Students from EU/EEA countries, Switzerland, and the United Kingdom can apply for a European Health Insurance Card (EHIC) from their health insurance provider in their home country.
2. Students from Bosnia-Herzegovina, North Macedonia, Montenegro, Serbia, and Turkey can use their home country's statutory health insurance. To do so, the A3 form of the national health insurance provider must be exchanged for health insurance vouchers at the Austrian Health Insurance Fund.
3. Student self-insurance with the Austrian Health Insurance Fund (<https://www.gesundheitskasse.at/cdscontent/?contentid=10007.868713>): Regular students (BA, MA, Diploma, PhD) residing in Austria can take out student self-insurance here. The monthly fee is € 73,48 [as of 2025].

## • Social Issues – Link list

Here you will find a list of the most important social issues. Please do not hesitate to contact the Social Department of the ÖH Mozarteum as early as possible:  
<https://oeh-mozarteum.at/sekretariat> or by telephone at +43 676 88122 385

### ÖH fee, tuition fee, course fee

[www.moz.ac.at/en/study/service-support/financial-scholarships](http://www.moz.ac.at/en/study/service-support/financial-scholarships)

### Family allowance for students

[www.oesterreich.gv.at/themen/familie\\_und\\_partnerschaft/geburt/3/2/2/Seite.080712.html](http://www.oesterreich.gv.at/themen/familie_und_partnerschaft/geburt/3/2/2/Seite.080712.html)

### Government study grants → Student Grants Authority

(Studienbeihilfenbehörde Salzburg)

[www.stipendium.at/stipendienstellen/salzburg](http://www.stipendium.at/stipendienstellen/salzburg)

### Grants of Mozarteum University Salzburg → Course and Examination Management

(Studien- und Prüfungsmanagement)

[www.moz.ac.at/en/study/service-support/financial-scholarships](http://www.moz.ac.at/en/study/service-support/financial-scholarships)

### Grants of the Austrian National Union of Students (ÖH)

[www.oeh.ac.at/en/services/funding-pool](http://www.oeh.ac.at/en/services/funding-pool)

### Grants of the ÖH Mozarteum

<https://oeh-mozarteum.at/stipendien>

### self-insurance for students

→ Austrian health insurance company in Salzburg

(Österreichische Gesundheitskasse, Standort Salzburg)

[www.gesundheitskasse.at/cdscontent/?contentid=10007.868713&portal=oegkportal](http://www.gesundheitskasse.at/cdscontent/?contentid=10007.868713&portal=oegkportal)



- **Lunch in Salzburg**

## **Mensa**

There are several Mensa restaurants and buffets at the university campus in Salzburg. Most of the products sourced and processed here are from local suppliers. The menu includes fish and meat dishes as well as vegetarian and vegan dishes, so there is something for everyone! With this in mind – bon appétit!



### **Location**

Universität Mozarteum Salzburg

Mirabellplatz 1, 5020 Salzburg

... and all other major locations of the University of Salzburg

[www.mensen.at](http://www.mensen.at)

### **Current opening hours**

Monday to Friday: 8:30-15:00, hot dishes 11:00-14:00

Breakfast: 8:30-11:00

## **Lunch planner in Salzburg**

Lunch menus away from the Mensa, but at prices mostly typical for Salzburg, are available in many of the surrounding coffee houses and restaurants. A daily, though by no means complete overview can be found at <https://mittag.salzburg-altstadt.at/de>.

## **Offers for students vulgo #studimittwoch**

By the way, Wednesday is Student Wednesday, which means that there are a few discounts for students in the city of Salzburg (<https://www.salzburg-altstadt.at/en/student-wednesday>).

- **Sport offers for students**

## **University Sports Institute (Universitätsportinstitut, USI)**



The **USI** offers a wide range of sports activities for students, university staff and external people. Students of Mozarteum University Salzburg can take part in the courses offered at the student rate (rate 1). Timely registration is required for all courses. This is done via your own USI account, which must be created once. The current offer and all other important information can be found at:

[www.plus.ac.at/usi/kursangebot/?lang=en](http://www.plus.ac.at/usi/kursangebot/?lang=en)

The **UFZ** (USI Fitness Centre, Otto-Holzbauer-Straße 1–3 (1<sup>st</sup> floor Billa building) can also be used. Special rates apply there. All information can be found here [www.plus.ac.at/usi/usi-fitness-zentrum-ufz/?lang=en](http://www.plus.ac.at/usi/usi-fitness-zentrum-ufz/?lang=en).

## • Public transport

### The „KlimaTicket Salzburg“ as network ticket for the entire public transport in the province of Salzburg

#### When and where is the “KlimaTicket Salzburg” valid?

- network ticket for the entire province of Salzburg
- valid on all public transport: trolleybus, bus, and train
- bicycle transport on local trains is included in the ticket



#### For all students from 26 years of age:

##### “KlimaTicket Salzburg CLASSIC”

available for € 393,- per year

- payment once per year or in 12 instalments
- discounted offers for different groups of people

#### Which discounts are possible for students under 26 years of age?

##### “KlimaTicket Salzburg U26” for € 295,- per year

- 365 days of public transport use
- the age on the day the ticket becomes valid is decisive

##### “KlimaTicket Salzburg SEMESTER” for € 160,- per semester

- semester ticket as a network ticket for students under 26 years of age (everyone who is 25 years or younger on 1.9. of the academic year)
- valid from 1.3.–31.8. (summer semester) or 1.9.–28.2. (winter semester)
- requirements: being enrolled as a regular student at a university in Austria; the place of study or place of residence must be in the province of Salzburg
- students who are enrolled to an extraordinary course (e.g. postgraduate course) are **unfortunately not eligible**



KlimaTicket Salzburg  
U26 & Semester

#### Where can I buy my “KlimaTicket Salzburg”?

- online at <https://salzburg-verkehr.at/en/tickets-fares/time-cards/klimaticketsalzburg> (the “KlimaTicket Salzburg SEMESTER” can only be ordered online!)
- with paper application (available at the Kundencenter Salzburg Verkehr, at the ServiceCenters Verkehr of the Salzburg AG or at ticket counters of the ÖBB)

## • Opening a bank account for students in Austria

### **What is a student bank account?**

- A student bank account is a giro account for students with special conditions.

### **What are the requirements for a student bank account?**

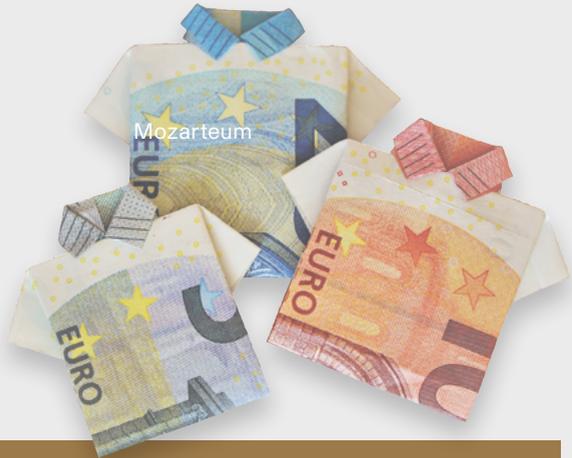
- You have to be a student and prove your current status regularly, e.g. with a certificate of enrolment
- You must have reached a certain age (check the age limits at the respective banks)

### **What documents do I need to take with me to open a student bank account?**

- Valid passport or identity card
- Valid student ID
- Certificate of enrolment or confirmation of studies

### **For foreign students, to be on the safe side (varies from bank to bank), you should also take with you:**

- Registration confirmation/registration certificate for current place of residence
- If necessary – residence permit



## **Scholarships of Mozarteum University Salzburg**

Details on all scholarships as well as the application forms can be found at:  
<https://www.moz.ac.at/en/study/service-support/financial-scholarships>

### **Please send applications**

- in written form to the Mozarteum University Salzburg, Mirabellplatz 1, 5020 Salzburg,
- to the Course and Examination Management of the Mozarteum University Salzburg, Servicepoint, Mirabellplatz 1, or
- by e-mail to [studienabteilung@moz.ac.at](mailto:studienabteilung@moz.ac.at)

## • Counselling and service facilities at Mozarteum University

### **Course and Examination Management** (Studien- und Prüfungsmanagement, SPM)

studienabteilung@moz.ac.at

The Course and Examination Management (also known as 'Studienabteilung') is part of the study administration and is responsible for numerous services for prospective and current students. It is primarily responsible for:

- Information and counselling for students and prospective students
- Processing and contact point for the artistic entrance examinations
- Admission/registration of domestic and foreign applicants for regular, extraordinary and ERASMUS studies.
- Change of studies, co-enrolment, deregistration and resumption of studies, change of lecturers
- Student ID card (first issue and duplicates in case of loss or theft)
- Issuing confirmations
- Examination management for students of teacher training
- Issuing graduation certificates and notifications
- Academic ceremonies: graduations and doctorates
- Waiving and refunding of tuition fees
- Application for scholarships
- Counselling and admission to the university entrance authorisation examination
- Nostrification of foreign studies and academic degrees
- Counselling at study information fairs
- supervision of doctoral/PhD students

### **Teaching Management** (Lehrmanagement, LM) – lehrmanagement@moz.ac.at

Its core tasks include

- Teaching administration (ordinary studies, university courses, postgraduate university courses)
- Teaching assignments and entrustment with teaching
- study and university law
- Appointments and habilitations

### **Director of Studies/Bologna Process** (Studiendirektor/Bolognaprozess, SD)

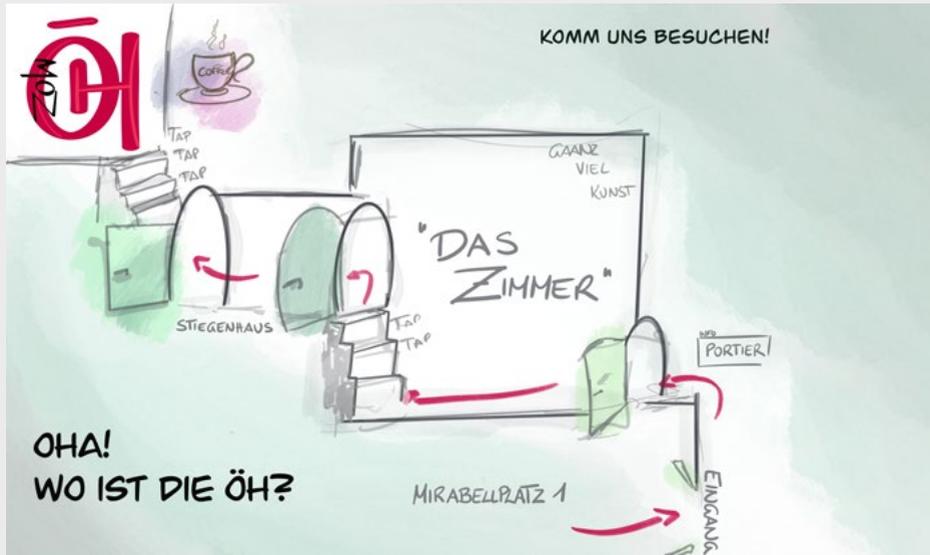
studiendirektor@moz.ac.at

The Director of Studies is responsible for study law matters, such as:

- Equivalency assessment within the framework of admission to studies,
- recognition of positively assessed examinations, requests to: [anerkennung@moz.ac.at](mailto:anerkennung@moz.ac.at)
- Leave of absence for students: [www.moz.ac.at/en/study/faq-questions-about-studying#how-does-the-leave-of-absence-from-studies-work](http://www.moz.ac.at/en/study/faq-questions-about-studying#how-does-the-leave-of-absence-from-studies-work)
- Appointment of examination boards and determination of the examination method,
- entrustment with the supervision of Bachelor's, Diploma or Master's theses and dissertations, requests to: [studienabschluss\\_igp@moz.ac.at](mailto:studienabschluss_igp@moz.ac.at) or [studienabschluss\\_konzertfach@moz.ac.at](mailto:studienabschluss_konzertfach@moz.ac.at)
- annulment of negatively assessed examinations in the event of serious deficiencies in the conduct thereof,
- annulment of the assessment of an examination or academic paper, especially in the case of fraudulent use of unauthorised aids,
- Reduction of study time

## Austrian National Union of Students at Mozarteum (Österreichische Hochschüler\*innenschaft, ÖH Mozarteum)

The Students' Union at Mozarteum University represents the concerns and interests of the students towards the University and state authorities. It has the necessary infrastructure and legal know-how to solve problems of individual students as well as to enforce general student concerns against the authorities.



The ÖH Mozarteum is the first point of contact for students for all questions and problems related to their studies.

Mirabellplatz 1, 1<sup>st</sup> floor  
<https://oeh-mozarteum.at>  
+43 676 88122 385 or 559  
[vorsitz@oeh-mozarteum.at](mailto:vorsitz@oeh-mozarteum.at)

**University Library** (Universitätsbibliothek Mozarteum)  
[www.moz.ac.at/en/study/university-library](http://www.moz.ac.at/en/study/university-library)

**Department for International Relations** (Abteilung für Internationales)  
[www.moz.ac.at/en/study/international](http://www.moz.ac.at/en/study/international)

**Mozarteums Informationstechnologie Service** (MITS)  
<https://mits.moz.ac.at>

**Disability Representative** (Beauftragte für die Belange von Menschen mit Behinderung)  
[www.moz.ac.at/en/study/service-support/disability-diversity](http://www.moz.ac.at/en/study/service-support/disability-diversity)

**Working Group for Equal Treatment Issues** (Arbeitskreis für Gleichbehandlungsfragen)  
[www.moz.ac.at/en/about-us/organization/working-group-for-equal-treatment-issues](http://www.moz.ac.at/en/about-us/organization/working-group-for-equal-treatment-issues)

- **Counselling and service facilities at the study location Salzburg**

**Department of Studies at the University of Salzburg**

(Paris-Lodron-Universität Salzburg)

[www.plus.ac.at/studium/studienangebot/studienabteilung/?lang=en](http://www.plus.ac.at/studium/studienangebot/studienabteilung/?lang=en)

**Service centre for teacher training at the University of Salzburg**

responsible for supervising all who are studying teacher training at the location Salzburg

[www.plus.ac.at/soe/studium](http://www.plus.ac.at/soe/studium)

**ÖH Service Centre Uni Salzburg**

[www.oeh-salzburg.at/oeh-salzburg/beratungszentrum](http://www.oeh-salzburg.at/oeh-salzburg/beratungszentrum)

**Psychological Counselling Centre**

<http://studierendenberatung.at/en>

**Language Centre of the University of Salzburg**

[www.plus.ac.at/sprachenzentrum](http://www.plus.ac.at/sprachenzentrum)

**University Library of the University of Salzburg**

[www.plus.ac.at/universitaetsbibliothek](http://www.plus.ac.at/universitaetsbibliothek)

**University Sports Institute (USI)**

[www.plus.ac.at/usi](http://www.plus.ac.at/usi)

**Public Transport in Salzburg** (Verkehrsverbund Salzburg)

[www.salzburg-verkehr.at/en](http://www.salzburg-verkehr.at/en)

**Study grant authority Salzburg** (Studienbeihilfenbehörde Salzburg)

[www.stipendium.at/stipendienstellen/salzburg](http://www.stipendium.at/stipendienstellen/salzburg)

<https://www.stipendium.at/english>

**Family allowance for students in Salzburg, Tax office** (Finanzamt – Familienbeihilfe)

[www.oesterreich.gv.at/themen/familie\\_und\\_partnerschaft/geburt/3/2/2/Seite.080712.html](http://www.oesterreich.gv.at/themen/familie_und_partnerschaft/geburt/3/2/2/Seite.080712.html)

**Austrian health insurance company in Salzburg**

(Österreichische Gesundheitskasse, Standort Salzburg)

[www.gesundheitskasse.at/cdscontent/?contentid=10007.868713&portal=oegkportal](http://www.gesundheitskasse.at/cdscontent/?contentid=10007.868713&portal=oegkportal)

**Municipal authority of the City of Salzburg**

[www.stadt-salzburg.at](http://www.stadt-salzburg.at)

If you experience any irritations, stress, or distress, you can contact the “**Vertrauensstelle**”.

If you have a complaint, the “**Clearingstelle**” will support you.

Vertrauensstelle of the Mozarteum University Salzburg

+42 676 4034986

[vertrauensstelle.moz@mailbox.org](mailto:vertrauensstelle.moz@mailbox.org)

Clearingstelle of the Mozarteum University Salzburg

+43 676 88122 356

[clearingstelle@moz.ac.at](mailto:clearingstelle@moz.ac.at)

## • German courses

At Mozarteum University, German courses at various levels can be taken during the semester. The weekly course time is between 2 and 3x 90 minutes, depending on the level.

The following courses are offered:

Winter semester: A1, A2+, B1+

Summer semester: A2, B1, B2

The fee for a course is € 50,- per semester. The textbooks must be paid by the students themselves.

Registration for German courses needs to be done online via MOZonline and is possible from 1<sup>st</sup> September 2025 and 2<sup>nd</sup> February 2026 respectively. Please register as soon as possible, as courses are often booked up quickly!

Note: To register for a course in MOZonline, you need an activated MOZonline account and to be registered for the respective semester (payment of the ÖH fee and, if applicable, tuition/course fee).

After registering in MOZonline, you will initially be placed on the waiting list. The ranking is based on the time of registration. Whether you can get a fixed place is decided on the first course date. Only those who are present at the first course date or who have agreed their absence with the course instructor in advance can receive a fixed place.

All people with a fixed place will receive payment information. Do not pay the course fee until you have a fixed place! If the course fee is not paid on time, you will lose your place to the next person on the waiting list.

In principle, it is no longer possible to register for the course in winter semester after 30.9.2025. For later registration, please contact Florian Bauer. If you have not attended the course or notified Florian Bauer of your late arrival by 11.10.2025, you will be removed from the waiting list.

### Contact

Sarah Heindl

Tel.: +43 676 88122 462

E-Mail: sarah.heindl@moz.ac.at



More information on the  
German courses

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- 1** **Universität Mozarteum**  
Mirabellplatz 1 & Makartplatz 5
- 2** **Verwaltung**  
Schrannengasse 10a &  
Hubert-Sattler-Gasse 1
- 3** **Theatrum**  
**Thomas Bernhard Institut &  
Szenografie**  
Paris-Lodron-Straße 9
- 4** **Theater im KunstQuartier**  
Paris-Lodron-Straße 2a /  
Bergstraße 12
- 5** **Stiftung Mozarteum**  
**Wiener Saal / Großer Saal**  
Schwarzstraße 26/28

**Universität Mozarteum Salzburg**  
Mirabellplatz 1, 5020 Salzburg, Austria  
Tel. +43 676 88122 188



- 6** **Bildende Künste und Gestaltung**  
Alpenstraße 75
- 7** **Orff-Institut**  
Frohnburgweg 55
- 8** **Schloss Frohnburg**  
Hellbrunner Allee 53

# Starting your studies

Congratulations on passing your audition - the first big step towards studying at Mozarteum University! Once you have enrolled in your study programme, your life as a student will officially begin. This brochure provides useful information on getting started - from creating an account for MOZonline to registering for courses and tips for student life.