

Welcome at the Academy of Fine Arts Vienna!

Check list: Your first steps to enrolment

1. Get your **Online Pre-Registration** in AkademieOnline done (from 13th Sept. 2021):
<https://campus.akbild.ac.at>

2. Send an **e-mail with scans of the following documents** to the Registrar's Office
studienabteilung@akbild.ac.at:

- Valid passport or proof of citizenship with official photo
- Residence registration certificate (if available)

If required, depending on your study programme:

- Secondary school leaving exam (for Bachelor Architecture and Education in the Arts)
- Bachelor or Master degree (for continuing studies)
- Special university entrance qualification
- Language certificates

After verification of your documents you get a payment slip with the fee to pay via e-mail.

3. **Pay the student's union fee** of 20,70€ and **if required the tuition fee** with your reference number, after about 4 weekdays you get a confirmation email.

4. Pick up your **student ID** and the **PIN code** for the online account in the Registrar's Office at Schillerplatz and bring with you:

- your **original documents**
- **2 passport-size photos**

5. Activate your **AkademieOnline account** and your **webmail!**

6. Register for courses (according to info in AkademieOnline).

Help needed? Contact the Student Welcome Center:

www.akbild.ac.at/studentwelcome
studentwelcome@akbild.ac.at
T +43 1 58816 1205

Akademie der bildenden Künste Wien
Student Welcome Center
Ground floor, room E7a
Schillerplatz 3, 1010 Wien