

**Fee waiver application**

To the  
Vice-Rector for Art and Teaching  
of the Academy of Fine Arts Vienna

		Matrikelnummer (Student ID)
Full name (first name, last name)		
Street name and house number, Stiege (Staircase), floor, door number		
Postal / ZIP code, town		
Phone number	Email	

I apply for a waiver of tuition fees for the.....semester 20... / ... and the  
.....semester 20... / ...

<input type="checkbox"/>	as I cannot attend any lectures for over two months due to pregnancy. <i>Proof: Specialist doctor's confirmation</i>
<input type="checkbox"/>	as I cannot attend any lectures for over two months due to illness. <i>Proof: Specialist doctor's confirmation</i>
<input type="checkbox"/>	as I am the main carer of children below the age of seven. <i>Proof: Child's birth certificate, Residence Registration Certificate of student and child, statutory, declaration as specified below</i>
<input type="checkbox"/>	as I cannot attend any lectures for over two months due to military / alternative civilian service (Präsenz- or Zivildienst). <i>Proof: Confirmation by the respective military command or civilian service agency</i>
<input type="checkbox"/>	as I am more than 50% disabled (diagnosed according to federal legislation). <i>Proof: Disabled Persons Pass issued by the Sozialministeriumservice (Federal Ministry of Social Affairs)</i>
<input type="checkbox"/>	as I receive an Austrian student's grant according to the Studienförderungsgesetz (Advancement of Studies Act). <i>Proof: Notification by Studienbeihilfenbehörde (federal aid for students)</i>

\_\_\_\_\_ Date

\_\_\_\_\_ Signature

Statutory declaration (affidavit) in case of childcare as specified above:

I declare that I am the sole or main carer of the child whose Residence Registration Certificate and birth certificate I have enclosed with this application.

\_\_\_\_\_ Date

\_\_\_\_\_ Signature

**Student's information:****Deadlines**

Fee waiver applications must be submitted by 30 November or 30 April for the respective semester. In case all required proof is not provided within the time specified, tuition fees must be paid.

**Required proof**

For providing proof of the reasons stated in Section 92 Subsection 1 Subpara. 4 and 6 Universities Act 2002 the following applies:

1. The student's inability to attend any lecture for more than two months due to illness or pregnancy (Section 92) must be substantiated by a specialist's confirmation.
2. If the student has the main care of children of up to 7 years of age or until the child/ren enter/s school at a later date, the student is to submit the following documents:
  - Birth certificate of the child/ren,
  - Residence Registration Certificate (Meldebestätigung) of the student,
  - Residence Registration Certificate (Meldebestätigung) of the child/ren, with the same address as the respective student's,
  - a statutory declaration by the student confirming that the child is mainly in his/her care.
3. Any disability according to Section 92 Subsection 1 Subpara. 6 Universities Act 2002 must be proved through the submission of the Behindertenpass (Disabled Persons Pass) issued by the Sozialministeriumservice (Federal Ministry of Social Affairs).
4. Proof notification by the Studienbeihilfenbehörde (federal aid for students)

Evidence substantiating any and all waiver conditions according to Section 92 Subsection 1 Subpara 1, 2, 3, 4 and 6 Universities Act 2002 must be submitted for those semesters for which the waiver is requested. Proof submitted in other languages must be accredited.

I acknowledge the above information:

Date

Student's signature

I enclose all requested evidence.

**To be filled in by the university**

Decision made by the Vice-Rector for Art and Teaching

- |                                     |                                    |                               |  |
|-------------------------------------|------------------------------------|-------------------------------|--|
| <input type="checkbox"/>            | For the ..... Semester 20... / ... | <input type="checkbox"/>      | For the study year 20... / ...                                       |
|                                     |                                    | <input type="checkbox"/>      | For the summer semester 20...<br>and the winter semester 20... / ... |
| the fee waiver application has been | <input type="checkbox"/>           | accepted                      |  |
|                                     | <input type="checkbox"/>           | accepted until further notice |  |
|                                     | <input type="checkbox"/>           | not accepted                  |  |

Reason for rejection of application:

Date:

Mag. Dr. Ingeborg Erhart  
Vice-Rector for Art and Teaching

All decisions made regarding this application will be entered into the Studienblatt (admission record)