



FH Salzburg

Guideline for the deposit on the tuition fee

1. General information and scope of validity

The FH Salzburg collects a deposit on the tuition fee from interested students with previous education from a third-country.

This does not apply to those interested in the joint study programs (HCIE-M - Human-Computer Interaction or AISE-M – Applied Image and Signal Processing) established with the Paris-Lodron-University Salzburg (PLUS).

Third-countries, in the sense of this guideline, are all countries except the EEA countries (EU + Iceland, Liechtenstein, Norway) and Switzerland.

The payment of the deposit on the tuition fee does not imply the admission of the interested party to the admission procedure, nor the admission to the study program.

The collection of the deposit on the tuition fee does not constitute a fee or a financial contribution with regard to the implementation of the admission procedure as defined in § 11 para 2 FHG. The deposit on the tuition fee is rather intended to encourage interested parties to apply selectively at an early stage, so that simultaneous applications to several universities can be avoided.

Exceptions

Persons who are exempt from paying the deposit on the tuition fee will be asked to send proof of the exemption (e.g. residence permit) by e-mail to the FH Salzburg, Study Organisation (storg@fh-salzburg.ac.at). After verification of the exception, the person concerned will be informed by e-mail about the possibility of continuing the online application without paying a deposit.

Excluded from the collection of a deposit are

- a) who are covered by the Decree on Groups of Persons 2018, StF BGBl II No 63/2019 as amended. This concerns in particular persons
 - with a residence permit on the basis of the Asylum Act
 - who have had the center of life in Austria for at least 5 consecutive years
 - with school-leaving certificates from Austrian schools abroad
 - who receive a scholarship on the basis of an international treaty or from an Austrian regional authority
 - who are relatives of foreign correspondents accredited in Austria or of diplomatic personnel.

b) with the following residence permits:

- Self-employed
- Artist
- Special cases of dependent gainful employment
- Researcher
- Family community
- Red-White-Red – card
- Red-White-Red – card plus
- EU blue card
- Residence title "Family member"
- Permanent residence - EU (issued in Austria)
- Permanent Residence - EU (issued in a member state of the EU) in connection with a valid Austrian residence permit

2. Procedure of the deposit on the tuition fee

As part of the online application, the interested party will receive a request for a deposit of currently **EUR 385.70** by credit card.

Visa and Mastercard are accepted. The online application cannot be completed until the deposit has been received. Any bank charges or fees as well as exchange rate differences are to be paid by the interested party. If the amount received by the FH Salzburg is less than the required deposit due to fees and/or charges, the admission requirements (documents) will not be checked until the outstanding amount has been received.

3. Crediting the deposit to the tuition fee OR refunding the deposit

- a) Prospective students who take up studies at the FH Salzburg will have the deposit credited to the tuition fee (tuition fee and student union fee/ÖH fee) for the first semester.
- b) If the interested party does not receive a study place, withdraws the application during the current admission procedure or withdraws from the education contract, the deposit will be refunded. For this purpose, the credit card details that were given when the deposit was paid will be used. If the return of the deposit does not work in this way, the interested party will be asked once in writing to provide other/complete data within a period of 14 days. The refund of the deposit will be made in the semester for which the interested party applied, at the latest by 15.11. (for applications for the winter semester) or 15.04. (for applications for the summer semester).

4. Disclaimer

The FH Salzburg shall only be liable in cases of gross negligence and intent, unless mandatory law provides otherwise.

5. Applicable law

The parties agree that Austrian law shall apply to the pre-contractual legal relationship to the exclusion of the conflict of laws provisions. The place of jurisdiction for disputes arising from the pre-contractual legal relationship shall be the competent court in the city of Salzburg.

6. Data protection

For the settlement of the deposit, personal data will be collected by the Salzburg University of Applied Science as the data controller due to a legitimate interest in the implementation of the deposit on the tuition fee associated with the online application (Art. 6 para 1 lit f DSGVO). All personal data of the interested parties will be treated confidentially and processed exclusively on the basis of the statutory provisions, in particular the European Data Protection Regulation (DSGVO) and the Austrian Data Protection Act (DSG). The bank data provided by the applicant will only be used to process the down payment on the tuition fee and will be deleted after two years at the latest.

A possible revocation against the processing of the data can be asserted at any time at the contact stated below. The assertion of the revocation has no effect on the lawfulness of the data processing carried out up to that point. Furthermore, the rights to:

- Information,
- correction and
- deletion and
- restriction of processing
- and to data portability,

which can also be claimed at the contact mentioned below.

Salzburg University of Applied Sciences GmbH, Study Organisation, Urstein Süd 1, 5412 Puch/Salzburg, phone: +43 (0)50 2211, e-mail: storg@fh-salzburg.ac.at.

If you have any questions or concerns regarding data protection, please contact the data protection officer of the Salzburg University of Applied Sciences at the following address: Salzburg University of Applied Sciences GmbH, Data Protection Officer, Urstein Süd 1, 5412 Puch/Salzburg, phone: +43 (0)50 2211 0, e-mail: datenschutz@fh-salzburg.ac.at.

In addition, you have the right to lodge a complaint against data processing with the Austrian Data Protection Authority, (Barichgasse 40-42, 1030 Vienna, phone: +43 1 521 52-0, e-mail: dsb@dsb.gv.at).