

THE ESSENTIAL GUIDE TO LIVING AND WORKING IN AUSTRIA

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VIENNA, 2022



Your easy access to Austria

IMPRINT

The Essential Guide to Living and Working in Austria
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Home Town Media GmbH

ISBN 978-3-200-07647-1

PUBLISHER

Home Town Media GmbH, TSH Collab, Am Tabor 36, 1020 Vienna
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WELCOME TO AUSTRIA*

*** AUSTRIA
IN A NUTSHELL**

| | |
|----------------|--------------|
| Capital | Vienna |
| Federal states | 9 |
| Population | 9,027,999 |
| Area | 83,879 km² |
| GDP | \$582,130 bn |
| per capita | \$64,750 |
| Companies | 360,000 |
| Mountains | 3,225 |
| Currency | Euro |
| Time zone | UTC+1 |
| Driving side | right |
| Calling code | +43 |



SALZBURG

Capital: Salzburg
Population: 560,710



**UPPER AUSTRIA
OBERÖSTERREICH**

Capital: Linz
Population: 1,495,608



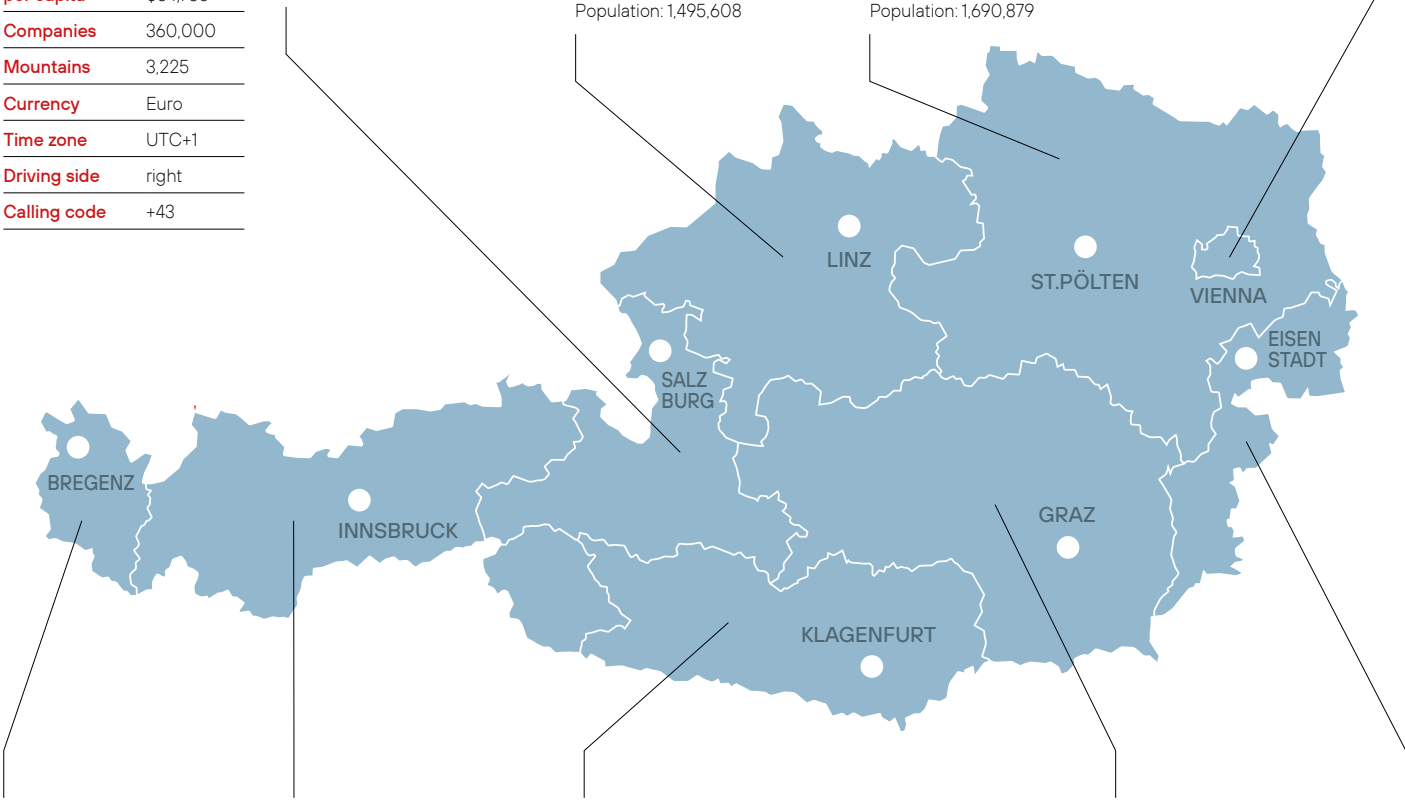
**LOWER AUSTRIA
NIEDERÖSTERREICH**

Capital: St.Pölten
Population: 1,690,879



**WIEN
VIENNA**

Population: 1,920,949



VORARLBERG

Capital: Bregenz
Population: 401,607



**TYROL
TIROL**

Capital: Innsbruck
Population: 760,105



**CARINTHIA
KÄRNTEN**

Capital: Klagenfurt
Population: 562,089



**STYRIA
STEIERMARK**

Capital: Graz
Population: 1,247,077



BURGENLAND

Capital: Eisenstadt
Population: 296,010



DEAR READERS,

Austria is much more than simply a popular travel destination. Anyone who has strolled through the historical streets of Austrian cities and towns, enjoyed the impressive mountain scenery or jumped into a refreshing, crystal clear lake cannot get the country out of his or her mind so quickly.

However, it is not only the scenic attractions that lure numerous skilled international employees to pursue professional opportunities in Austria. Innovative companies offer exciting career options with the best working conditions. An increasing number of startups in a broad range of sectors take advantage of the favorable business environment in the Alpine Republic to locate their business operations here. At the same time, prominent large companies, the so-called "hidden champions" as well as a large number of innovative small and medium-sized enterprises offer exciting prospects to international talents. In the light of the broad spectrum of professional possibilities in one of the world's most liveable regions, it is not at all difficult to decide to make the next career move in Austria.

Even if the toughest hurdles have been overcome and an employment contract in Austria has been signed, it is still not so easy sometimes to get settled in a new environment and adapt to a different culture.

For this purpose, the "Essential Guide to Austria" should provide useful guidance. The book will support you in getting started in Austria, and assist you in a humorous and easy to understand manner in taking the first steps.

If you still have any questions on the topic of working and living in Austria, please feel free to contact ABA – Work in Austria. Our team will be happy to help you.

Welcome to Austria! I wish you much success in all your professional challenges and hope you will enjoy exploring your new surroundings in Austria.

A stylized, handwritten signature in dark ink, appearing to read 'Tritscher'.

RENÉ TRITSCHER

Managing Director ABA – Austrian Business Agency

WELCOME TO AUSTRIA

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We provide extensive information

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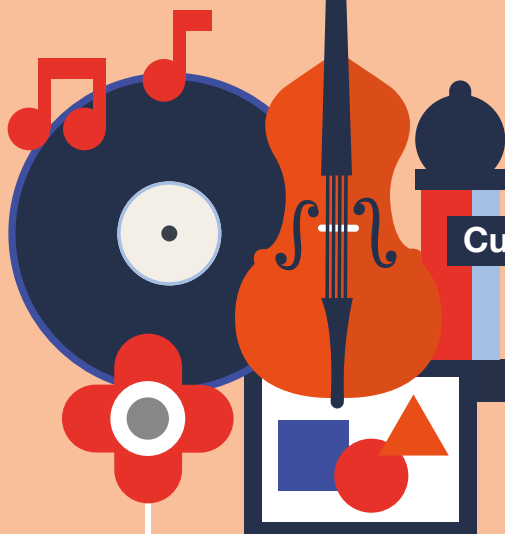
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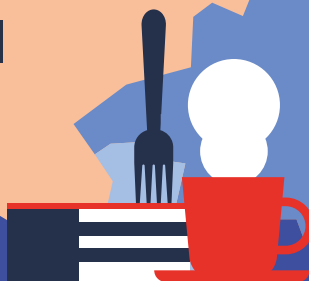
reasons to love Austria



Culture & arts



Great jobs & innovative companies



Coffee & cake

Winter sports



Well-developed public transportation system



Proximity to nature

Experience this postcard in augmented reality!



1. Install the Artivive app



2. View this page through your smartphone

TESTIMONIALS

KEVIN LEE, DEEPLYNX

deepLYNX co-founder and CEO Kevin Lee is originally from Malaysia and moved to Austria in December 2020. Here he talks about his experiences in Austria.



What makes Austria the ideal location for your company?

We think of Austria as the mid-point between our two stakeholders, merchants in Europe and marketplace platforms in Southeast Asia. Logistically, this makes sense as well, [and can serve] as a launchpad to other parts of the globe in the future. There has also been a lot of support for startups in Austria, which helps a small company get off the ground.

Why did you want to move your center of life to Austria?

I've always wanted to live abroad before I got too old to make this massive change. The process of choosing Vienna, Austria, was actually quite a "scientific" one, which involved a decision matrix and points for criteria for several different cities in the world. In the end, Vienna came up as [the] No. 1 choice, and so far, no regrets for this choice!

What were your first experiences in this country?

There is a very high quality of life. There are a lot of things to get used to, but once you settle in, it's easy to get things done. I'm not so used to having nowhere to shop on Sundays, but online shopping helps, and it gives me a day where I can run outside and see the city, which is beautiful. Vienna is very international with people from all over the world. There is so much history and things to discover.

Does your family also feel comfortable in Austria?

Of course. We're simply enthusiastic to discover more about Austria, especially the outdoors outside of Vienna as well.

What is the main difference between your home country and Austria?

The weather obviously. And the food. I do miss my food from home, but we got a truly Austrian cookbook to learn more about the food and culture in Austria.

How was the Austrian Business Agency able to support you and/or your project?

The Austrian Business Agency has been extremely helpful in guiding us with the right contacts and guidance, especially since we are so new in Austria. They were instrumental in supporting us to get the right permits and registration to get the company up and running.

JUAN HERRERA

Juan Herrera is originally from Colombia and moved to Austria in 2019. He works as a Senior Software Engineer in Graz.

What were your motives for applying for a job in Austria?

I always appreciated traveling, but always knew it only gave me a very narrow view of the world. Instead, I wanted to live in a different culture, and expand my personal and professional perspective, work alongside engineers from other countries, and get to know the locals and their customs.

How did you experience the application process?

It was straightforward. My company did all the paperwork for me. So, I only had to collect a few documents and have them translated.

How could ABA - Work in Austria support you?

ABA supported me by connecting [me] with relevant professionals in the startup ecosystem, but also by providing consultancy in more operational aspects, such as my working permit.

How were the first days in your new job in Austria?

Really exciting, I was always happy to see, what was I'm going to learn next, either culturally or professionally.

Did your new colleagues support you in the beginning?

Absolutely. They showed me around [the pubs], and guided me around all the things I needed in the city.

What would you advise people who are applying for a job in Austria from abroad?

To work on ... English and communication skills. When you lack the cultural context, communication becomes your greatest ally at making a great impression.

What is the main difference between your home country and Austria?

I'd say the perception and value of time (chronemics) is the biggest cultural difference between the two countries.

What do you like best about Austria?

The reliability of the public systems. Austria is doing really well in this regard.



ANNELIESE O'MALLEY, PLANRADAR

Anneliese O'Malley moved to Austria in 2017 and is working as a content marketing manager at PlanRadar.



What were your motives to apply for a job in Austria? And how did you find out about your current job?

Although I was raised in the UK, I have family that live in Austria and I speak some German. I had several reasons for moving to Austria: to gain experience working overseas, to get away from the very high cost of living in London, and to spend more time with my extended family. I had already been working in Austria for a year when I found my current job, which was advertised on LinkedIn.

How did you experience the application process?

The application process was very smooth. There were two interview stages and an internal test. If I remember correctly, I had an answer within a week of my second interview.

What do you like best about your new employer?

Every day at PlanRadar is very different. The company is growing so quickly that there are always new things to do, new responsibilities to share and new opportunities to be explored. It's very dynamic, and the team really pulls together to ensure that we all succeed. I've learned a huge amount since joining the company.

How were the first days in your new job in Austria?

My first days were very strange because I joined on the first day of the March 2020 lockdown! Luckily, I had been able to pick up my laptop and some other key items from the office early, so I was able to hit the ground running. It was strange meeting my colleagues virtually, but they were friendly and supportive, making the whole situation feel as normal as possible.

What would you advise people who are applying for a job in Austria from abroad?

From my experience in the UK, people sometimes only know Austria as a skiing destination. I'd advise people that if you want a great standard of living in the heart of Europe, you should definitely consider positions in Austria. If you're worried about languages, many companies offer German courses, but especially in Vienna, you can easily feel at home while you learn.

What do you like best about Austria?

There is a lot to like about Austria. Having lived in Vienna during the COVID-19 pandemic, I love how the city isn't entirely cut off from nature, that you can take a tram or bus to the countryside quite easily. I also really like the cuisine.

ABA – Work in Austria Job-Platform

Austrianwide portal for international talents



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The job platform focuses on positions in the fields of ICT, electrical and metal technology.

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International professionals get in touch directly with the companies.

The service is free for companies and job seekers.

**Do you have questions?
Don't hesitate to ask us!**

Find more ABA-services e.g. residence and immigration services on www.workinaustria.com

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Hallstatt, Upper Austria



Unterretzbach, Lower Austria





Strassenbahn, Vienna





WHY AUSTRIA

What is it about Austria that makes people want to move here? With its rural and urban attractions, vibrant culture, extensive green spaces and dependable infrastructure, Austria has seduced more than one visitor into calling this country home.

In 2019, the capital, Vienna, headed the annual Mercer Quality of Living survey – for the 10th year in a row.

Austria is perhaps best known for its breathtaking mountain vistas and ski slopes.; There are lots of famous people throughout history who called Vienna home, such as composers Haydn, Mozart and Beethoven; ground-breaking artists such as Gustav Klimt and Egon Schiele, and, of course, Sigmund Freud, considered the father of psychoanalysis.

But, in addition to its rich culture and geographic diversity, Austria offers a unique emphasis on quality of life. Relaxation, languishing in cafés, alone with a newspaper, or gathered with friends over a glass of wine; recreation, particularly in the great outdoors; and an emphasis on good quality, often locally sourced food, are all built into the fabric of life. Austria is one of the most stable democracies in Europe, and has emerged from the devastation of World War II as one of Europe's most thriving economies.

In this chapter, you will learn more about Austria, its political structures, cultural nuances and everyday life.

GEOGRAPHY

Austria's history as part of a monarchy that encompassed much of modern-day Eastern Europe – and at one time even extended into Spain, Portugal and the New World – is reflected in the country's language, architecture and cuisine. In the aftermath of World War I, with the dissolution of the monarchy into independent states, Austria was reduced roughly to its current size.

Located in the heart of Central Europe, at the crossroads of East and West, Austria, an inland country of 83,879 km², had a population in 2020 of more than 8.9 million, including nearly 1.8 million, or about 20 percent, who were born abroad. The population of the capital, Vienna – the sixth largest city in the European Union – was 1.9 million in 2020, with more than 30 percent foreign citizens. In 2019, there were 180 nationalities among non-Austrian residents of Vienna.

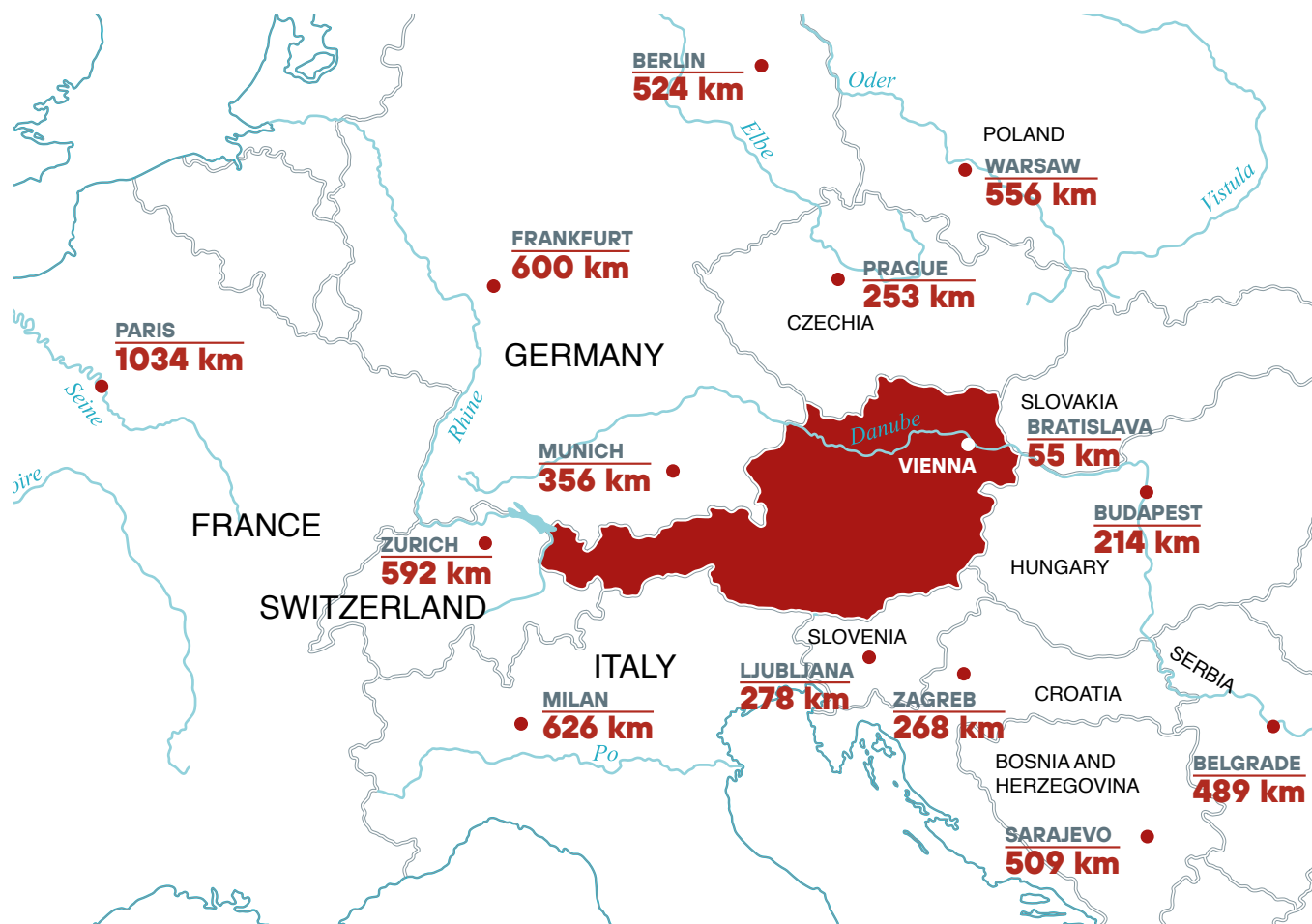
As of 2021, there were more people 65 and over than those under age 20, and with increasing life expectancy and stagnating birth rates, the percentage of seniors in the population is predicted to increase in the coming years, which could stretch the social pension system.

Austria is an economic powerhouse within Europe. In 2019, with a GDP per capita of €44,780, Austria ranked sixth among members of the European Union. Compared with other EU members, Austria has relatively low youth unemployment, due in part to the wide range of training programs and specialized education available.

After the fall of the Iron Curtain in 1989, Austria expanded trade with many of the countries of the former monarchy. Membership in the European Union (Austria joined in 1995, 10 Central European states joined in 2004 and Romania and Bulgaria in 2007) has facilitated the exchange of goods and services, and Austria is again the fulcrum of trade, migration and cultural exchange in the region. Austrian investment in Central, Eastern and Southeastern Europe (CESEE) exceeded €61.6 billion in 2019, with a strong upward trend.

Although the main language used throughout Austria is German, certain regions also recognize Croatian and Hungarian, in the eastern province of Burgenland, and Slovenian, in the southern province of Carinthia as official languages of those groups.

DISTANCES TO REGIONAL CAPITALS FROM VIENNA



FLYING DISTANCE FROM NEIGHBORING CAPITALS TO VIENNA

SOURCE: DISTANCECALCULATOR.NET

DID YOU KNOW?

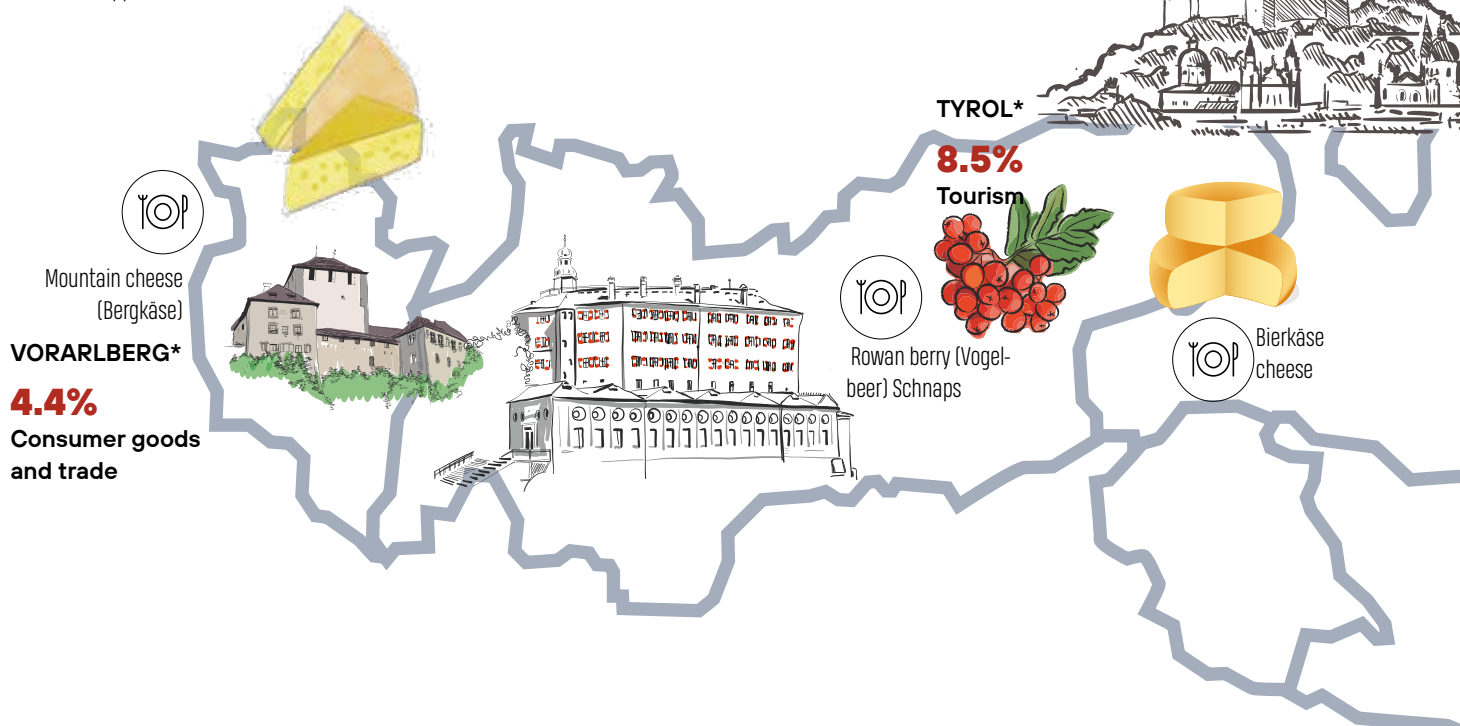
Austria is diverse not only in its population and landscape, but also offers various regional specialties, industrial trends, and must-see landmarks.

LANDMARKS

- ✕ **VIENNA** - Schönbrunn Palace, Saint Stephen's Cathedral, Belvedere Palace
- ✕ **LOWER AUSTRIA** - Melk Abbey, Klosterneuburg, Wachau, Kreuzenstein Castle
- ✕ **UPPER AUSTRIA** - Ars Electronica Center
- ✕ **BURGENLAND** - Esterházy Palace
- ✕ **SALZBURG** - Hohensalzburg Fortress
- ✕ **STYRIA** - Schlossberg hill and clocktower, Kunsthaus Art Museum
- ✕ **CARINTHIA** - Fallbach Falls, Hochosterwitz Castle
- ✕ **TYROL** - Schloss Ambras, Kufstein Fortress, Schwaz Silver Mine, Tratzberg Castle
- ✕ **VORARLBERG** - Schattenburg Castle in Feldkirch, Rappenlochschlucht, Dornbirn, Bodensee

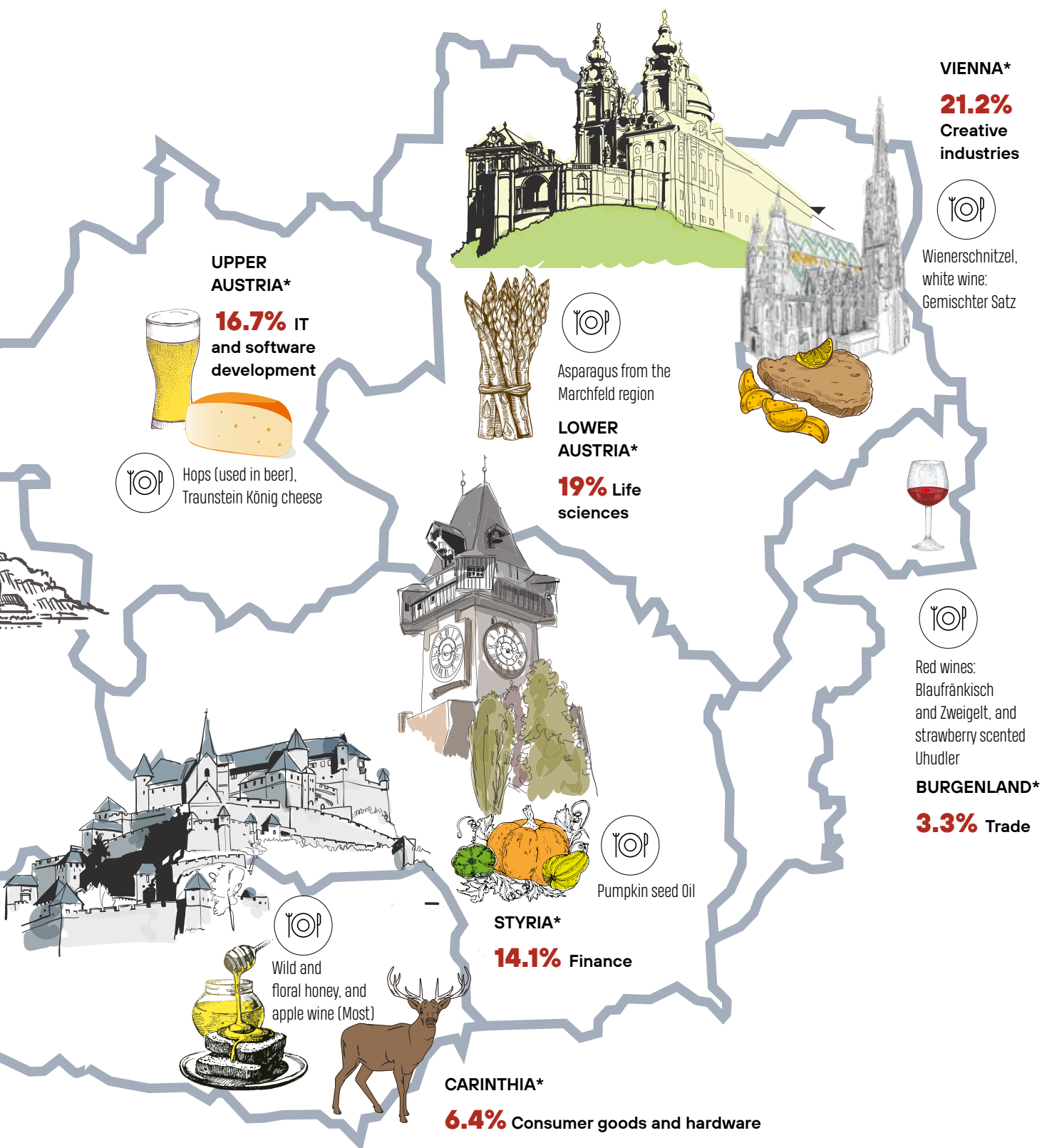
FAMOUS AUSTRIANS

- ✕ **VIENNA** - Singer Jazz Gitti, TV hostess Arabella Kiesbauer, actor Christoph Waltz, Formula One racer Niki Lauda
- ✕ **LOWER AUSTRIA** - Actress Nina Proll, painters Oskar Kokoschka and Egon Schiele, composer Joseph Haydn
- ✕ **UPPER AUSTRIA** - Singer Christina Stürmer, comedian Josef Hader
- ✕ **BURGENLAND** - Composer Franz Liszt
- ✕ **SALZBURG** - Composer Wolfgang Amadeus Mozart
- ✕ **STYRIA** - Body builder turned California Governor Arnold Schwarzenegger
- ✕ **CARINTHIA** - Writers Ingeborg Bachmann and Peter Handke
- ✕ **TYROL** - Actress and journalist Mirjam Weichselbraun, Swarovski family (known for crystalware), Formula One racer Gerhard Berger, ski racer Toni Sailer
- ✕ **VORARLBERG** - Double Olympic champions Johannes Strolz, and author Michael Kohlmeier



*PERCENT OF POPULATION BY PROVINCE AND ITS SPECIALIZATIONS

SOURCE: WKO, STATISTICS AUSTRIA



EVERYDAY BEHAVIOR

What unites people living in this fair country of ours? What makes Austrians feel, well, Austrian? One thing common to people across the country is love of the outdoors. Whether skiing in the Alps, paddling the country's lakes and rivers, biking, or hiking, Austrians from western-most Vorarlberg to Vienna in the east treasure time spent in nature. Austrians generally prefer to holiday in the countryside, under the vast blue Alpine sky, along rivers or lakes, on a farm, or among the vineyards. They cherish pure water from the Alps, music, good wine and time spent in cafés. Where you'll find regional differences is in cuisine – *Tiroler Gröstl* (a sauté of potatoes, onions and meat topped with an egg) in the west, and *Palatschinken* (a crepe-like pancake usually filled with jam) in the east – styles of traditional dress (*Tracht*), and dialects.

The German spoken in Austria is similar to that spoken in the Bavarian state of Germany, using phrases not common in the rest of German-speaking Europe. Instead of saying "*Guten Tag*" (Good Day), they say "*Grüß Gott*," which literally translates to "Greet God" as an expression for "May God greet you." But there are regional dialects as well, and how you express yourself, the phrases you use, become embedded in your identity.

Navigating informal, versus formal, German is an important and often complex distinction in Austria. There are still many instances in which you are expected to use the formal form of "you" ("*Sie*"), (akin to the French "*vous*"), namely if you do not know the person you are greeting or are in a business environment. It is generic business etiquette to stick to formal German. The informal "you" (*du*) is used for friends and acquaintances. The informal plural "you" is *Ihr*. "*Servus*" is also an informal greeting, used often in Vienna, but only when speaking to friends.

WIENER SCHMÄH

Schmäh is an expression in itself for "slang" that predominantly uses irony as a charm. It has been explained as more than just a poetic language, that is to be experienced with every fibre of your being. *Wiener Schmäh* is being polite without meaning it; it is insulting without acknowledgment; it is flirtatious but also intrusive; it is irresistibly charming to those who are sharp, but bruising by the less quick-witted.



FACTS ABOUT LIVING IN AUSTRIA

Being polite is important, using greetings such as **Grüß Gott** or the more familiar **Servus**, in shops or, in some rural areas, to passers-by on the street.

Jause is a snack, or a (usually cold) meal served in between, or instead of, a standard lunch or dinner. It usually consists of various cold cuts, cheese, savory spreads and pickled vegetables arrayed on a wooden board.

Rechts stehen, links gehen: On escalators, it is good etiquette to stand on the right, and let people walk up and down on the left.

In business or social meetings, you will often find yourself gathering at a café or sipping a *Weißer Spritzer* (white wine with sparkling water).

In the summer, Austrian cities offer **Freiluftkinos** or open-air cinemas, in public spaces such as parks and museum courtyards, or on rooftops. In some cases, they are free, others need to be booked in advance and will charge similar rates to indoor cinemas.

Schanigarten is an Austro-Bavarian dialect term for outdoor restaurant and bar seating, typically seating that flows onto public property such as sidewalks.

You will often find swimming areas in Austria that are **FKK (Freikörperkultur)**, or clothing optional areas. These are designated areas and will be clearly marked.

WHAT DO RESIDENTS ACROSS THE COUNTRY HAVE TO SAY?

"You can be sure that the trains are on time, so are the trams and buses. Stores are open when they say they are. You can rely on that. We Austrians are very privileged and yet not aware of it. That's very Austrian. If you talk to people who come from other countries, they say everything works so well here. You can lead a very good life in Austria if you don't mess it up. And there is also the 'Gemütlichkeit' (comfort). People should appreciate more what they have. 'Sudern' is very Austrian. It means complaining about everything all the time. But now I am sudering about sudering so..." Laura Voggeneder, Upper Austria

"What I love most about Austria is that it's safe. I can walk anywhere, anytime without worrying (I especially love walking through the 1st district's timeless pavements). What I don't like, however, is how often we take things for granted... Our standard of living is so high, it sometimes seems we work harder to create first world problems. I'm grateful to call this place home." – Sueda Altinai, Vienna

"Vienna's rich history is visible around every corner in the city center, and the 'Wienerwald' a big beautiful forest, is just a short bus ride away if I need a break from urban life. I'm also grateful for Austria's health care, social programs and affordable university costs. I think it is the responsibility of the state to educate and train young people, because we are the future." Amina Mahdy, Vienna

HOLIDAYS AND TRADITIONS

CHRISTMAS



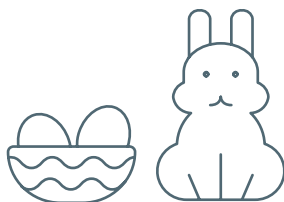
"It's the most wonderful time of the year." Austrians take it quite literally. Christmas in Austria is typically celebrated on December 24th, Christmas Eve, when not Santa Claus, but the Christ child *Christkind* brings gifts. However, celebration of the season begins long before that. Austria is globally known for its many lovely Christmas markets, such as the *Wolfgangseer Adventmarkt* in Salzburg and Upper Austria, and the market in front of Vienna's city hall, surrounded by a vast ice skating wonderland that snakes through the surrounding park. Austrian Christmas markets are filled with stalls where you can find a comforting mug of spiked punch, mulled wine, and a mixture of both traditional Austrian savory dishes and desserts.

Santa Claus may not be a tradition in Austria, but two characters who appear at the door on December 6th are. Children believe that if you've been good, **St. Nicholas** will bring you chocolate and peanuts, but the birch switch-wielding *Krampus*, a horned, hooved devil with matted fur and adorned with noisy chains and bells, will visit those who have misbehaved. *Krampus* also features strongly in the Alpine *Perchtenläufe*, traditional processions where an entire squad of performers in goat hides and grotesque masks wreak havoc in the streets – until St. Nicholas calls them back.

OTHER IMPORTANT AUSTRIAN HOLIDAYS

A Maibaum, or maypole, is a longstanding tradition in Austria. Erected on the 1st of May, people dance around it accompanied by brass band processions through country towns.

The **Vienna New Year's Concert** is a tradition going back to the early 20th century. The Vienna Philharmonic performs with a guest conductor on January 1st at the famous gilded Musikverein concert hall in Vienna, an event now broadcast around the world each year.



Easter traditions in Austria are a mix of the religious, the pagan, and cherished traditions that bring joy. From the classical colored eggs and the Easter Bunny hiding gifts for children to *Eierpecken* (a game of crashing hard-boiled eggs into one another), the evening Easter bonfires or the mouth-watering **Osterjause** (meat, eggs, horseradish), there's plenty to discover for everyone.

LIST OF AUSTRIAN NATIONAL HOLIDAYS

JANUARY 1 NEW YEAR'S DAY

JANUARY 6 EPIPHANY

Epiphany is a Christian feast day that celebrates the revelation of God in the form of Jesus Christ. Celebrations often consist of singing and children dressing up as the three wise men. The initials of the three kings - Caspar, Melchior, and Balthazar - are written in chalk above the houses' doorways.

MARCH OR APRIL PALM SUNDAY, SUNDAY BEFORE EASTER

Palm Sunday marks the beginning of the Holy Week (*Karwoche*) and is celebrated by taking large bouquets made of willow twigs and foliage decorated with ribbons to church. It commemorates the arrival of Jesus in Jerusalem.

MARCH OR APRIL EASTER SUNDAY, 40 DAYS FROM BEGINNING OF LENT

The 40-day fast for Lent officially ends with the Easter Vigil. Easter (Egg) Hunts are organized for children, in which they have to find Easter eggs, sweets, and other small presents in the house and/or garden. Vienna's biggest Easter Market can be found at Schönbrunn Palace.

MAY 1 LABOR DAY

This national holiday is held in honor of the nation-building efforts of workers and includes parades and speeches held in the bigger cities. In some cases, it also celebrates the arrival of spring.

MAY ASCENSION DAY, 40 DAYS AFTER EASTER SUNDAY

The 40th day after Easter, celebrating the ascension of Jesus Christ into heaven. Like most other Christian holidays in Austria, people often go to mass on Ascension Day.

MAY OR JUNE WHITSUN, 50 DAYS AFTER EASTER SUNDAY

The holiday is observed 50 days (approximately seven weeks) after Easter and 10 days after Ascension. It marks the end of the Easter cycle, beginning 90 days before Whit Sunday.

JUNE CORPUS CHRISTI, THURSDAY AFTER TRINITY SUNDAY (FIRST SUNDAY AFTER PENTECOST)

Corpus Christi, also known as the Day of Wreaths, celebrates the bodily presence of Jesus Christ in the Eucharist. Many smaller Austrian towns celebrate this national holiday by hosting parades.

AUGUST 15 ASSUMPTION OF MARY

This Roman Catholic holiday honors the ascension of the Virgin Mary into heaven.

OCTOBER 26 AUSTRIAN NATIONAL DAY

This day commemorates the political milestones achieved in Austria since World War II, and it serves as a national open house day, in which not only the Office of the Federal President and the Federal Chancellery, but also all federal museums open their doors to the public.

NOVEMBER 1 ALL SAINTS' DAY

On this day all Christian saints are celebrated, especially those who do not have any other day assigned to them during the year. On this day, Austrians often travel to the cemetery to visit and remember deceased family members and loved ones.

DECEMBER 8 FEAST OF THE IMMACULATE CONCEPTION

This Roman Catholic holiday honors the immaculate conception of the Virgin Mary, preserving her from the original sin.

DECEMBER 25 CHRISTMAS DAY

DECEMBER 26 ST. STEPHEN'S DAY

A religious day in which saint Stephen is commemorated as the first christian martyr.

DETERMINING EASTER HOLIDAYS

Easter Sunday is always the first Sunday after the first full moon to take place after March 21, the official beginning of spring. Once you've determined this date, you must count back 47 days to determine Carnival Tuesday. The earliest possible date for Easter is March 22, while the latest date is April 25.

CALCULATING EASTER, GAUSS STYLE

The German mathematician Carl Friedrich Gauss developed the formula for calculating Easter:

1) Divide the year by 19

$2022 \div 19 = 106$ with a remainder of 6,
so $a = 6$

2) Divide the year by 4

$2022 \div 4 = 505$, no remainder, so $b = 2$

3) Divide the year by 7

$2022 \div 7 = 288$; remainder is 4, so $c = 6$

4) Multiply a by 19 and add 24. Divide the result by 30.

$(a \times 19 + 24) \div 30 = (8 \times 19 + 24) \div 30 = 176 \div 30 = 5$

Remainder is 26, so $d = 26$

5) Now multiply b by 2, c by 4 and d by 6; add 5 to the total sum of all three results. Divide that by 7, call the remainder e . $(b \times 2 + c \times 4 + d \times 6 + 5) \div 7$

$(2 \times 2 + 6 \times 4 + 26 \times 6 + 5) \div 7 = 189 \div 7 = 27$

Remainder is 0, so $e = 0$

6) Now add 22 to d and e - that'll give you the date of Easter Sunday.

$d + e + 22 = 26 + 0 + 22 = 48$

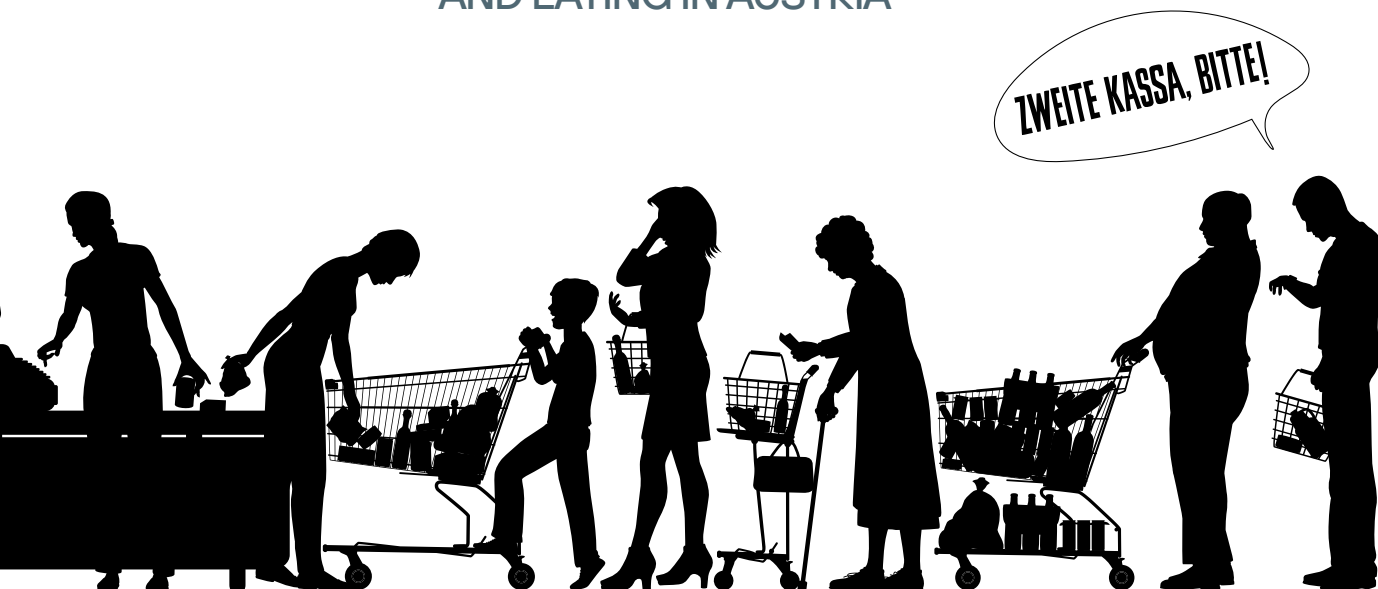
However, March only has 31 days - so anything over 31 is already in April:

$48 - 31 = 17$

Therefore, Easter Sunday, 2022 is on April 17.

SHOPPING AND EATING

CONVERSATIONAL GERMAN WHEN SHOPPING AND EATING IN AUSTRIA



If you are in line at a store and want to request a second checkout to open, just say, **Zweite Kassa, bitte!** Shops in Austria have limited operating hours. Grocery stores are open until 20:00 on weekdays, 18:00 on Saturdays and closed on Sundays, with few exceptions.

When shopping, you may want to have cash at hand - **some stores, namely smaller boutique stores, may not take credit or debit cards.** While debit and credit cards are becoming a common form of payment in larger stores, credit cards are not as commonly accepted. To be on the safe side, it's good to have cash on hand.

When at restaurants or bars, it is common to round-up when **tipping, or around 10% in most cases** (*Trinkgeld*). While bartenders and servers are paid a living wage, it is a cultural custom to do so. Rather than leave the tip on the table, give it to the server directly when you pay.

Looking for lunch on the go? Delis at most grocery stores will make *Wurstsemmel* (sliced meat sandwiches) to order with whatever contents you desire. If you feel so inclined, you can **spend hours in a café** and not be asked to leave.

Austria has one of the highest density of grocery stores of any city or country in Europe - in most Austrian cities you should never be more than a block away from one.

FARMERS MARKETS

Farmers markets are also a great way to eat healthy and get closer to your community. Not only will all your neighbors stroll in the market on Saturday mornings, but you'll meet regional farmers walking you through the different grapes in one bottle of wine, or telling you about their journey to collect that specific mushroom you've been eyeing while waiting in line. Farmers markets are located in major cities and small towns. Each province has its own website with opening times and locations for each market.

FARMERS MARKETS ACROSS AUSTRIA'S CAPITALS

VIENNA

Naschmarkt, Karmelitermarkt, Brunnenmarkt – farmers markets with regional produce and ingredients from all over the world.

SALZBURG

Schrannenmarkt – Austria's third largest flea and farmers market.

INNSBRUCK

Potters' Market on Saturdays.

LINZ

Linz Hauptplatz – flea market.

KLAGENFURT

Ursulamarkt – fair trade flea and farmers market.

GRAZ

Farmers markets at Kaiser-Josef-Platz and on Lendplatz.

BREGENZ

Kornmarktplatz on Tuesdays and Fridays.

EISENSTADT

Farmers market on Eisenstädter Hauptstraße.

ST. PÖLTEN

Farmers market on Domplatz, open on Thursdays and Saturdays.

HELPFUL LINKS

TYROL'S MARKETS

tyrol.com



STYRIA'S MARKETS

steiermark.com



UPPER AUSTRIA'S FOOD AND DRINK

upperaustria.com



LOWER AUSTRIA'S ATTRACTIONS

lower-austria.info



CARINTHIA'S ATTRACTIONS

visitcarinthia.at/attractions/



VIENNA'S MARKETS

wien.info



VORARLBERG'S MARKETS

vorarlberg.travel



SALZBURG'S MARKETS

salzburg.info



BURGENLAND'S SPECIALITIES

burgenland.info





WHO CAN SELL WHAT IN AUSTRIA

Pharmacy (*Apotheke*): the only stores allowed to sell any type of drug.

Heuriger or Buschenschank: a wine tavern, some only open when the new wine is ready to serve; periodic opening hours, recognizable by a small bush hanging in front of the door.

Tobacconist (*Trafik*): sells cigarettes and other newsstand items.

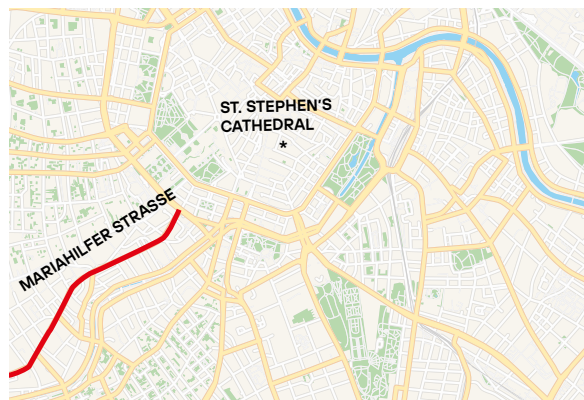
ANTIQUES AND SECOND-HAND

Austrians are mindful about the environment and recycling, and second-hand shopping is a big part of Viennese fashion and home decorating. There are stores specializing in vintage clothing or gently worn haute couture, and shops crammed with period furniture, decorative objects and everything you'd need to set a glamorous table. *Flohmärkte* (flea markets) are also popular. You'll find everything from art deco items to Habsburg-era trinkets and military items.

AUSTRIA ON SUNDAYS AND BANK HOLIDAYS

While Austrian law requires most stores to lock their doors on Sundays and holidays, there are a few exceptions allowed. Pharmacies take turns being staffed for emergency needs (also at night). Some grocery and convenience stores, bakeries, spirits stores, florists, museum shops, and the occasional bookstore also are open on Sundays and holidays. Souvenir shops and confectioners are allowed to open for business. At major train stations and the airport, grocery stores, and some shops are always open. If you really need a new pair of Adidas and can't wait until Monday, there are shopping malls strategically positioned just across our borders in Czechia, Slovakia, and Hungary.

MAJOR SHOPPING STREETS BY REGION



VIENNA

Mariahilfer Straße

HOW TO GET THERE

From the city center near Stephansplatz, you will walk under the gates the Hofburg, through the Art History Museum and just past the Museums Quartier.

SALZBURG

Linzer Gasse

HOW TO GET THERE

From the train station, turn right on Rainerstraße, passing Schloss Mirabell

**LINZ**

Landstraße

HOW TO GET THERE

From the main train station, walk past the Volksgarten

**INNSBRUCK**

Maria-Theresien-Straße

HOW TO GET THERE

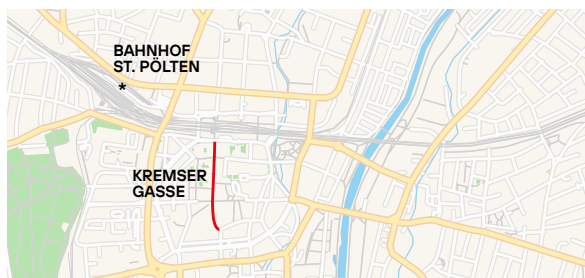
Turn right at the Triumphforte, sighting the Annasäule

**ST. PÖLTEN**

Kremser Gasse

HOW TO GET THERE

Exit the train station doors and you'll land on Kremsergasse

**KLAGENFURT**

Kramergasse and Alter Platz

HOW TO GET THERE

Walk straight on Bahnhofstraße and pass the Lindwurm Fountain

**GRAZ**

Main square, Hauptplatz

HOW TO GET THERE

Walk past the Volksgarten and go over the Mur River to reach Graz's main square

**BREGENZ**

Kaiserstraße

HOW TO GET THERE

Two-minute walk from Bregenz Hafen Bahnhof past Lake Constance

**EISENSTADT**

Hauptstraße

HOW TO GET THERE

From the station, walk along Bahnhofstraße until you reach Hauptstraße




LIVING QUALITY

Austria’s capital topped the Mercer Quality of Living survey for 10 consecutive years, which ranked the quality of living for employees sent to work abroad, focusing on metrics such as personal and professional wellbeing, climate, disease and sanitation standards, ease of communications, and the local social and political environment. But what makes the lifestyle in Austria so attractive?


Living quality encompasses many factors: housing, education, access to culture, public transport, the environment, economy, crime rates and more. Austria is particularly well known for its low crime rate, housing availability, recreational infrastructure, and economic conditions.

ATTRACTIVE AUSTRIA


QUALITY OF LIFE IN AUSTRIA




DRINKING WATER



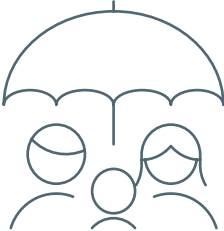
HIGH RATES OF RECYCLING



LIFE-WORK BALANCE




13 PUBLIC HOLIDAYS




SOCIAL SECURITY
(EDUCATION, CHILD CARE,
HEALTH CARE)


TOURIST ATTRACTIONS




BOULDERING




SKIING




HIKING



SAILING



CONCERT HALLS



BALL SEASON

BALL SEASON

In February, ball season begins, with more than 450 balls in Vienna alone, and many more in cities and towns across the country. This is not, as you might imagine, an exclusive tradition. Balls – most put on by clubs and associations, such as the Red Cross, the police, the bakers, the coffee brewers – are generally open to anyone who buys a ticket.

Austria in ball season is a city of fantasy, where champagne flows, satin rustles and troubles disappear in the magic of the waltz. “At its best,” wrote the great critic Hans Fantel, “the waltz is the closest thing to happiness ever attained in art.”

AUSTRIA IN COMPARISON

Austria performs well in many measures of well-being relative to most other countries in the Better Life Index of the Organization for Economic Cooperation and Development. Austria ranks above average in income and wealth, jobs and earnings, housing, health status, subjective well-being, personal security, social connections, environmental quality, education, and skills.

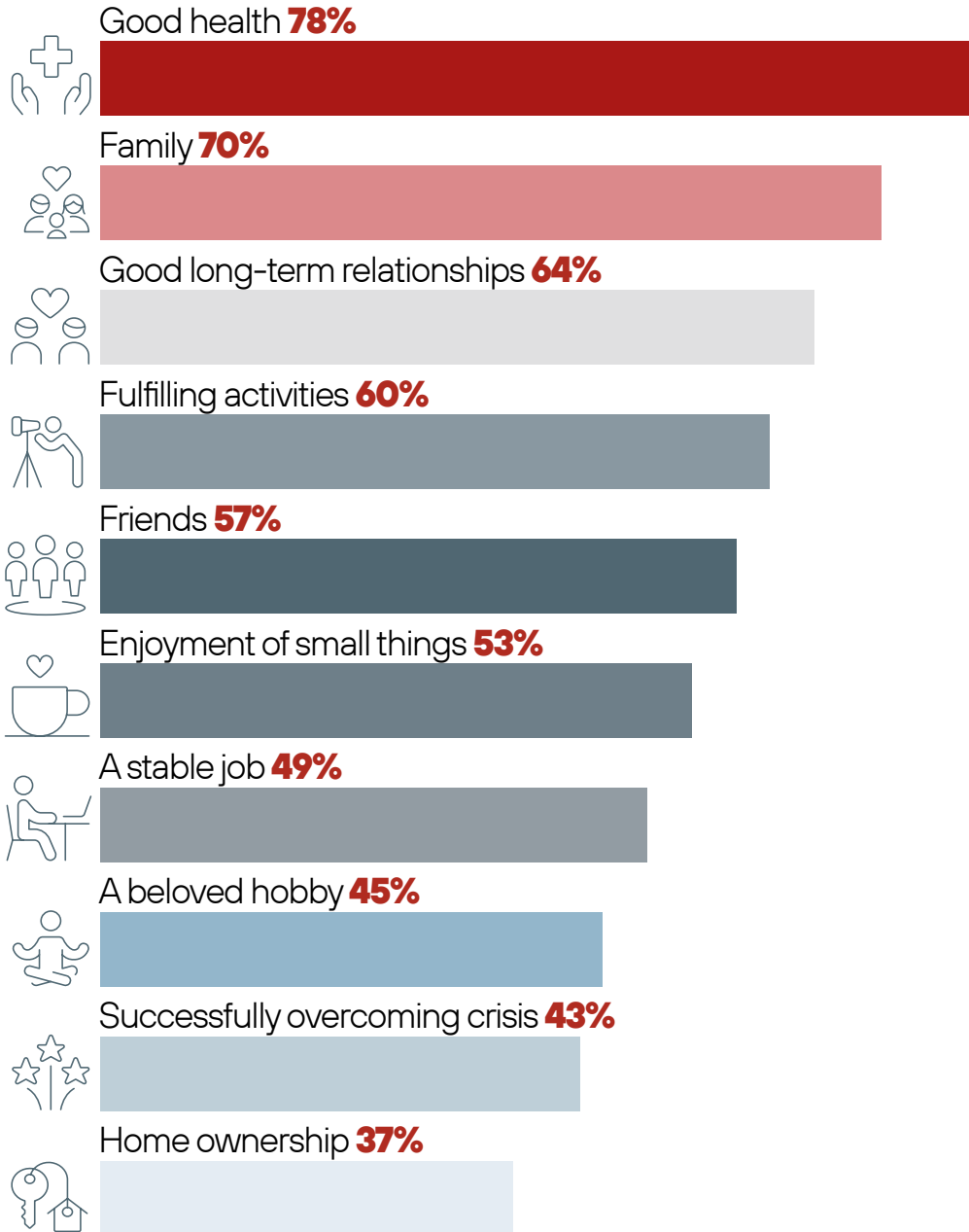
Austrians express more satisfaction in their lives than the OECD average. On a scale from 0 to 10 rating their general satisfaction with life, Austrians gave it a 7.1, over the OECD average of 6.5.

Austrians being laid-back about all this reflects a society of generous benefits and strong social safeguards for workers, including the right to paid maternity leave for up to three years – thanks in large part to Bruno Kreisky, Austria’s Social Democratic chancellor in the 1970s. But even more importantly, they reap the benefits of a system that has consistently delivered enough decent jobs, outperforming even the US. Over the long run (1960–2017), Austrian unemployment has averaged 6.04% compared with 6.2% for the US. The real difference is consistency: In the long term, where US joblessness bounces between 4% and 7% the Austrian rate generally hovers around 6%–10%.

Housing is an important element of life quality. Vienna led the charge for social housing between the wars, constructing thousands of municipal-funded or subsidized buildings (called *Gemeindebau*), across the city, blurring the lines between rich and poor and shattering the stigma of social housing projects. There are an estimated 500,000 citizens living comfortably in around 1,800 such buildings. Over the years, Austria’s social housing concept has garnered international attention. As Vienna is a melting pot of architectural epochs with buildings that tell of empires, civil wars, and sieges, the *Gemeindebau* compounds have a rich history as well.

WHAT AUSTRIANS VALUE MOST

THE GOOD LIFE FOR AUSTRIANS HAS FOUR MAIN ASPECTS:
HEALTH, FAMILY, RELATIONSHIPS, AND ACTIVITIES



POLITICAL SYSTEM

Austria, a federal republic with a democratic parliamentary system, adopted its federal constitution in 1920. The head of state, the federal president, is responsible for appointing the government and represents the nation externally. The government is led by the federal chancellor who conducts all governmental affairs with the vice chancellor and federal ministers. Austria joined the European Union in 1995.

Austria consists of nine provinces, with Vienna (a province in its own right) as the federal capital. Each province has a provincial government, headed by a governor, and is divided into political districts, which act as administrative units. The republic is divided into 116 political districts and 2,095 municipalities as of 2020. Each city is administered by a city administration, each municipality by a municipal office.

TWO CHAMBER PARLIAMENTARY SYSTEM

The republic is headed by the federal president, who is elected every six years directly by the people for a six-year term. The president tasks the head of the strongest party following parliamentary elections with forming a government. In addition to other duties (supreme commander of the armed forces, inauguration of the federal government and the provincial governors, etc.), he or she represents the republic externally. The federal government, headed by the federal chancellor, conducts the affairs of government jointly with the vice chancellor and federal ministers.

TWO CHAMBERS:

National Assembly (*Nationalrat*): General elections for the 183-member legislature are held every five years.

Federal Assembly (*Bundesrat*): Its 61 members are sent by the nine provincial governments and represent the interests of the provinces.

Federal Republic of Austria (*Bundesrepublik*): consists of the nine federal provinces, which form a monetary, economic and customs unit. The federal capital and seat of the supreme federal authorities is Vienna.

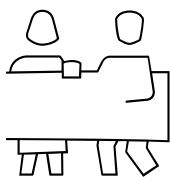
Each federal province is administered by a provincial government headed by the provincial governor. Each federal province consists of administrative units, called political districts. The administrative authority in each district is the district commission. Each district consists of several smaller administrative units, called municipalities and cities. Each city is administered by a city administration, each municipality by a municipal office. A municipality or city is headed by a municipal council or city council and the mayor.

SOCIAL PARTNERSHIP

Sozialpartnerschaft (Social Partnership) brings together business and labor representatives and politicians to agree on mutually acceptable terms before new laws are drafted. The core of the *Sozialpartnerschaft* includes 20 *Kammern* (chambers) that represent different groups and stakeholders in society. From specialized ones, like the *Ärztammer* (chamber for doctors), to the three major ones – the *Landwirtschaftskammer* (Agricultural Chamber), the *Wirtschaftskammer* (Chamber of Commerce), and the *Arbeiterkammer* (Workers Chamber) – they are all tightly woven into the political system. Businesses, employees, independent professionals, and many others are automatically members and fund the organizations with modest annual dues.

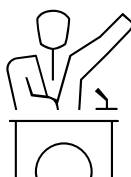
In return, the chambers provide expertise and advocacy for members, but also pull their weight in shaping national policy. The government may approach the *Sozialpartner* with an issue and receive a suggested template for a new law. Regardless of the party in power, finding a consensus is paramount – and achieved surprisingly often. Austria became known for its excellent industry-labor relations and strike rates – along with Switzerland and Japan – the lowest in the world.

HOW A BILL BECOMES A LAW



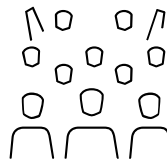
Step 1: MAKE A MOTION

The first step is to introduce a bill to the *Nationalrat* (National Assembly), the lower chamber of the Austrian Parliament. Often, these proposals are prepared and vetted by the *Sozialpartner* before they go to the floor. Five groups have the right to bring forward a motion: the leadership (government submission), at least five members of the National Assembly jointly (Initiative motion), the Committee of the National Assembly, the Federal Assembly, and the people, by way of a *Volksbegehren* (a popular petition signed by a minimum number of citizens).



Step 2: FIRST READING IN THE NATIONAL ASSEMBLY

With the motion on the floor, the members discuss the text of the bill and its possible referral to a parliamentary committee.



Step 3: WORK IN THE COMMITTEE

Here the hard work begins, in which a workable law has to be drafted, often also with the help of the experts or the *Sozialpartner*.



Step 4: SECOND AND THIRD READING IN THE NATIONAL ASSEMBLY

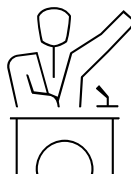
The members of the *Nationalrat* debate the committee's draft of the law in an open plenary session and can make amendments. They vote on the bill a total of two times.



Step 7: COUNTERSIGNATURE OF THE CHANCELLOR

The chancellor confirms the signature of the president with his and then ensures that the law is published in the *Bundesgesetzblatt* (the official Austrian Legal Gazette).

The chancellor and his ministers are also responsible for enacting the law, as are federal and regional authorities.



Step 5: READING IN THE FEDERAL ASSEMBLY

Now the *Bundesrat* (Federal Assembly), the upper chamber of the Austrian Parliament, has its say. For most laws, they can only put in a provisional veto that the National Assembly can override. However, the Federal Assembly can put in a permanent veto for laws affecting the powers of the *Bundesländer* (federal states). If the *Bundesrat* approves the amended draft, the bill becomes a law.



Step 6: SIGNATURE OF THE FEDERAL PRESIDENT

The federal president confirms the correctness of the procedure by signing the bill into law. Crucially, he can only raise objections to formal mistakes, not examine the content of the law.

ELECTION RIGHTS

ELECTION RIGHTS FOR AUSTRIANS, EU CITIZENS, EEA AND SWISS CITIZENS, AND THIRD-COUNTRY NATIONALS

| | AUSTRIAN CITIZENS | EU CITIZENS | EEA AND SWISS CITIZENS | THIRD- COUNTRY NATIONALS |
|---|----------------------|-------------|------------------------------|--------------------------------|
| NATION-WIDE ELECTIONS | | | | |
| National Assembly (<i>Nationalrat</i>) | | | | |
| Austrian members of European Parliament | | | | |
| President (<i>Bundespräsident</i>) | | | | |
| National Referendums (<i>Volksbegehren</i>) | | | | |
| PROVINCIAL ELECTIONS | | | | |
| Provincial Assembly (<i>Landtag</i>) | | | | |
| City Council (<i>Gemeinderat</i>) | | | | |
| District councils in larger cities (<i>Bezirkswahl</i>) | | | | |
| Representatives of Chamber of Labor and Chamber of Commerce | | | | |

VOTING RIGHTS OF AUSTRIANS

- 16** LEGAL VOTING AGE FOR AUSTRIAN CITIZENS.
- 18** AGE AUSTRIAN CITIZENS CAN STAND FOR ELECTION TO PUBLIC OFFICE.
- 35** AGE AUSTRIAN CITIZENS CAN STAND FOR ELECTION AS PRESIDENT OF THE REPUBLIC.
- 1918** WHEN UNIVERSAL SUFFRAGE WAS EXTENDED TO WOMEN.

HELPFUL LINKS

CHAMBERS OF LABOR (AK)

arbeiterkammer.at

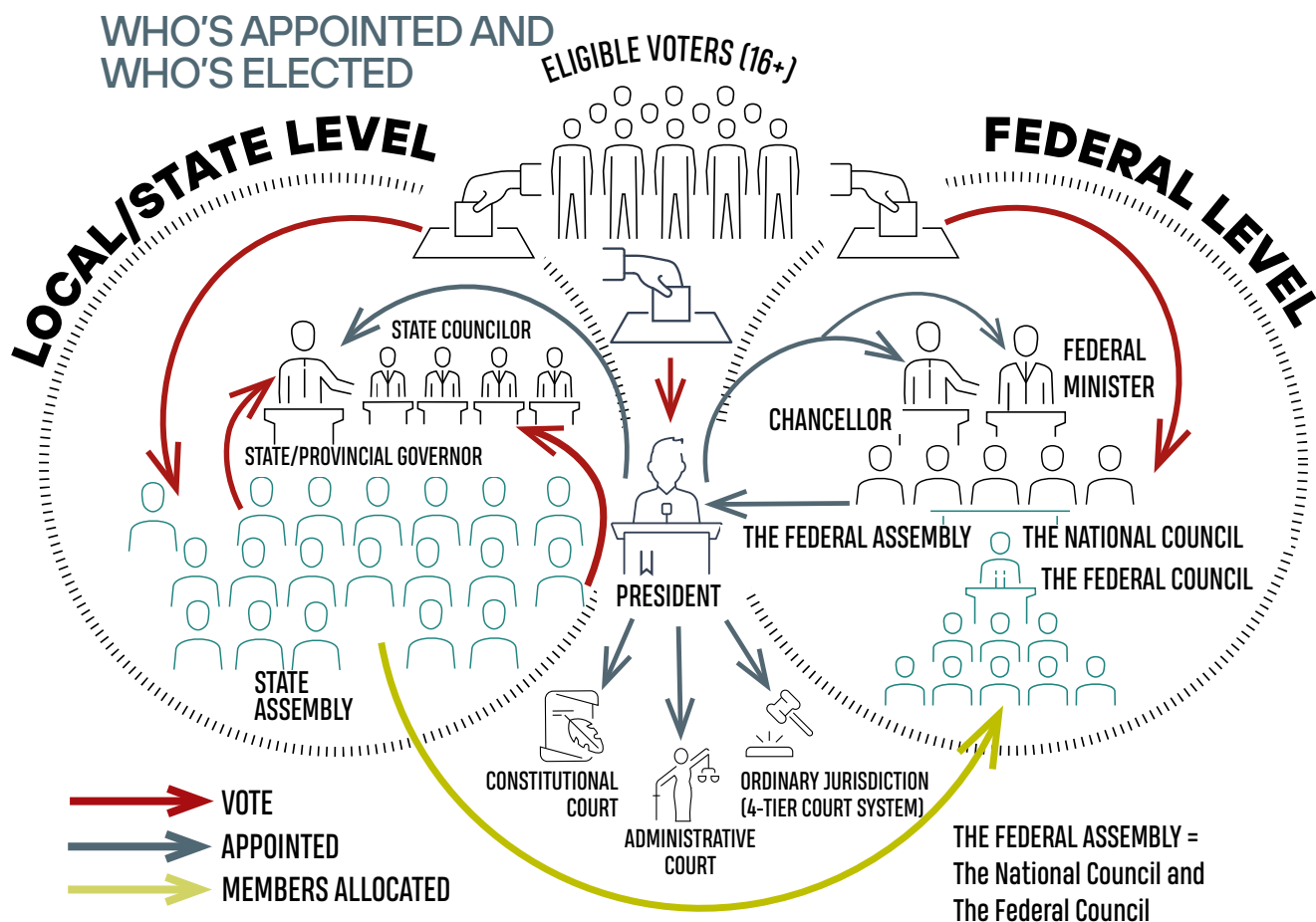


CHAMBERS OF COMMERCE (WKO)

wko.at



Austrian election law distinguishes between the "active" right to vote and the "passive" right to be elected (*actives vs. passives Wahlrecht*). Austrian citizens who have turned 16 by election day can vote in elections at all levels of government. Citizens 18 and up can run for office, except for president, in which the minimum age is 35.



VOTING RIGHTS OF NON-AUSTRIANS

Austrian residents, including non-citizens, can get involved in politics in some ways, but are generally excluded from voting in national and regional elections. Almost anyone can assist campaigns or work in Parliament. Citizens of other EU member states with a permanent residence in Austria can vote for Austrian members of the European Parliament and district council members in their city. All permanent residents can vote for their representatives to the Chambers of Labor (*AK*) and the Chambers of Commerce (*WKO*). But non-Austrian citizens may not vote in federal or provincial elections. Extending suffrage to non-Austrians at various levels would require a change to the constitution.

Since the establishment of the Second Republic in Austria in 1945, voter turnout has ranged between 74.4% and 95.4%, making it relatively high by international comparison. Mandatory voting existed in some provinces until 1992.

DIRECT DEMOCRACY

Austria has a limited culture of direct democracy (In national and regional elections, voters select political parties-proportional representation). There are three main avenues for citizens to have a say: national referendums (*Volksabstimmung*), public consultation by Parliament (*Volksbefragung*), and public initiatives (*Volksbegehren*). Since 1945, two referendums and one public consultation have been carried out, while public initiatives are initiated nearly every year on a variety of topics.

HOW AND WHERE TO VOTE

With more than 10,000 polling stations, voting is highly accessible in Austria. Voters who know they will be away from home (and the designated polling station) on election day are entitled to apply for a “voting card,” allowing the voter to cast the vote at any polling station in the country, by post or prior to the election at the district office.

Voters with limited mobility can request a visit from so-called “flying election commissions.” Voters with physical or mental disabilities may be accompanied by another person to assist them while voting. There is at least one polling station per community providing easy access for persons with physical disabilities. Blind or visually impaired voters are provided with an assistive Braille template.

ELECTION FINANCING AND MEDIA

Voter participation is usually promoted by political parties, but authorities can draw attention to practical aspects such as election dates and procedures. During an election cycle, parties must abide by a spending limit. There are no specific regulations for access to the media, or the distribution of broadcasting times, but the Austrian Broadcasting Company (ORF) has committed itself to providing equal access to parties.



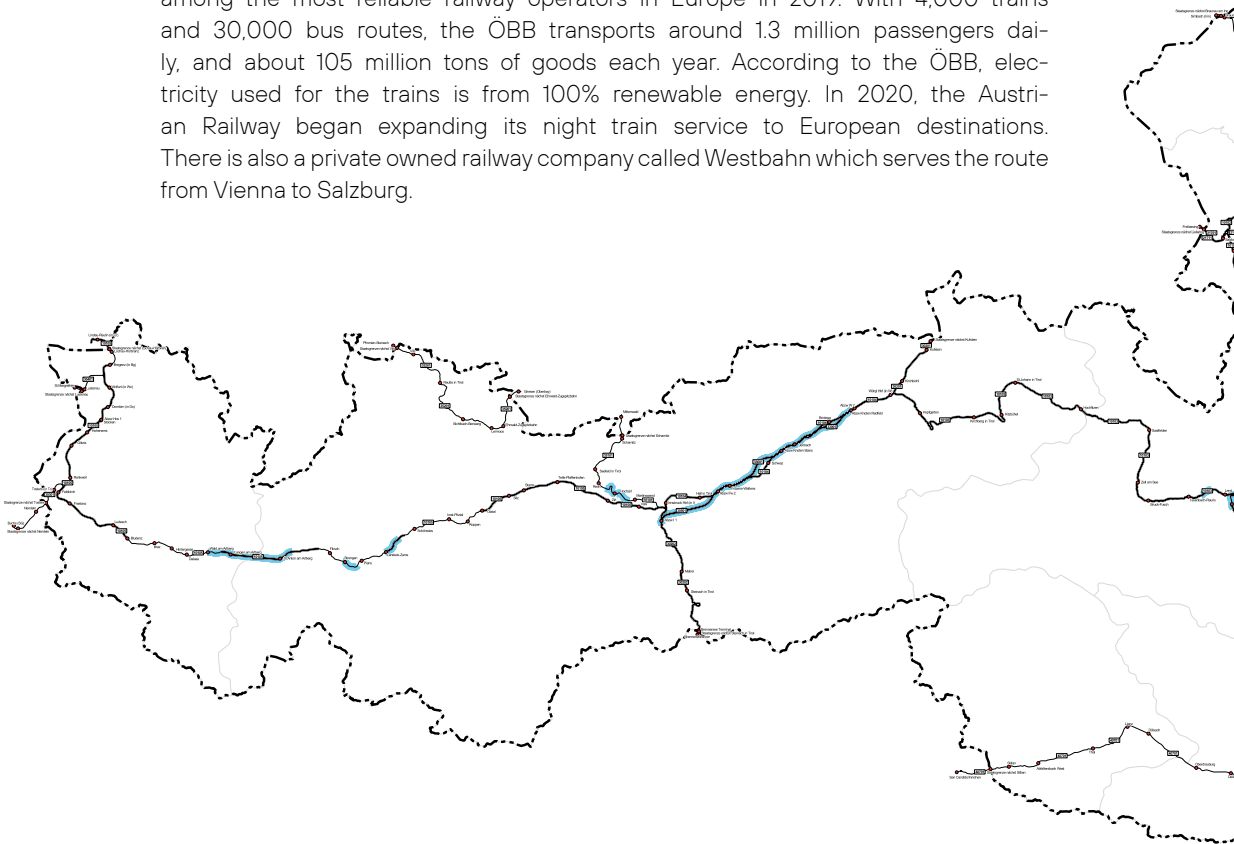
PUBLIC TRANSIT

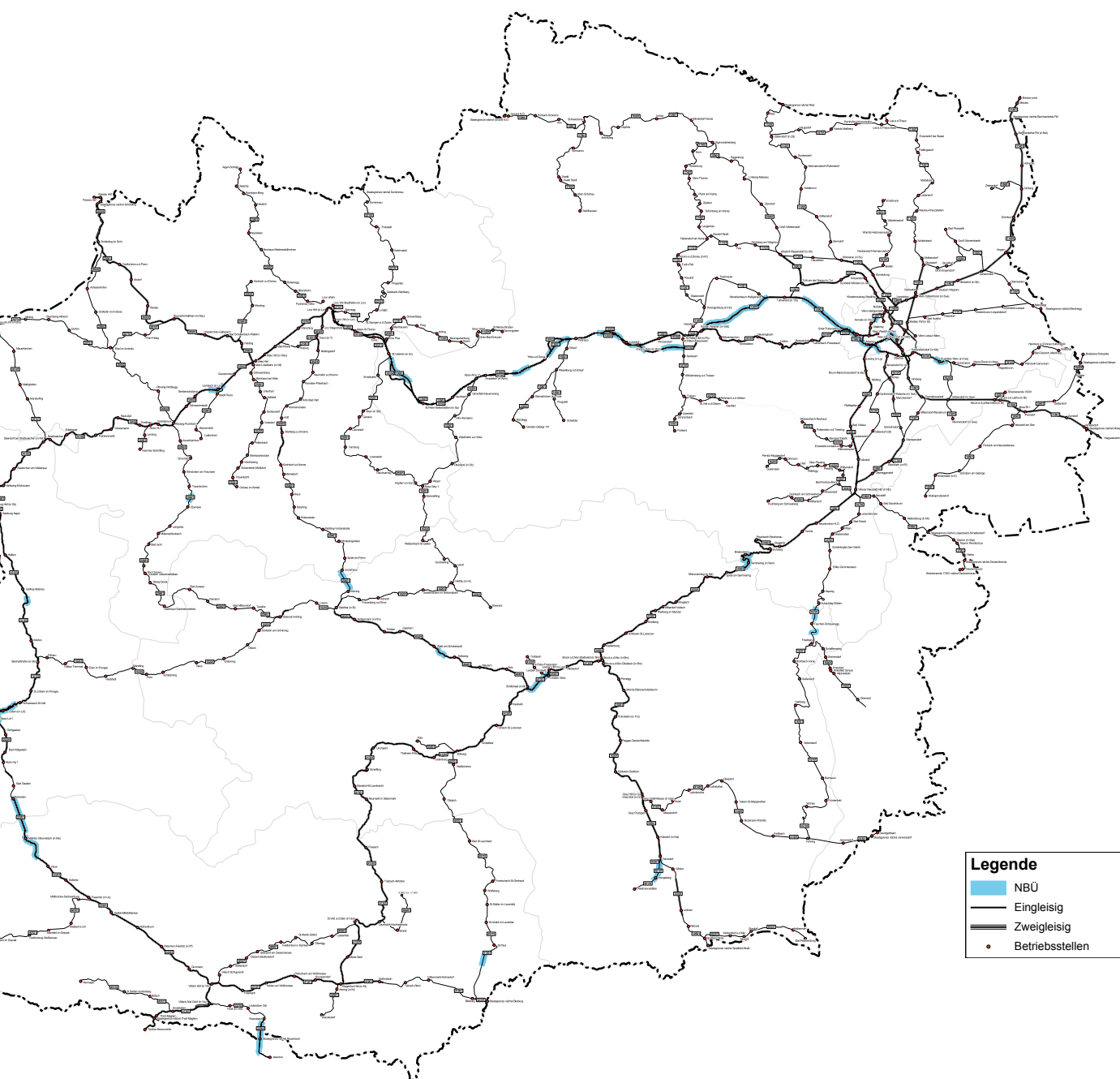
Austria's transportation system – a vast network of regional train and bus lines coupled with extensive city public transportation systems – is among the most highly developed in the European Union. Located at the intersection of important North-South and East-West transport routes, the country has about 1,720 km of well-developed highways, and a dense network of flight connections that enable easy travel throughout Europe, especially to destinations in the East, as well as overseas.

MODES OF TRANSPORTATION

TRAINS

The Austrian Railway, ÖBB, boasts a punctuality rate of 95%, and it ranked among the most reliable railway operators in Europe in 2019. With 4,000 trains and 30,000 bus routes, the ÖBB transports around 1.3 million passengers daily, and about 105 million tons of goods each year. According to the ÖBB, electricity used for the trains is from 100% renewable energy. In 2020, the Austrian Railway began expanding its night train service to European destinations. There is also a private owned railway company called Westbahn which serves the route from Vienna to Salzburg.





CITY TRANSIT

THE FIRST TRAM
LINE IN VIENNA

opened in 1865, operated by the private company Carl Schaeck-Jaquet and Compagnie. It was pulled by horses and ran first between Schottentor and Hernals and, in 1866, to Dornbach.

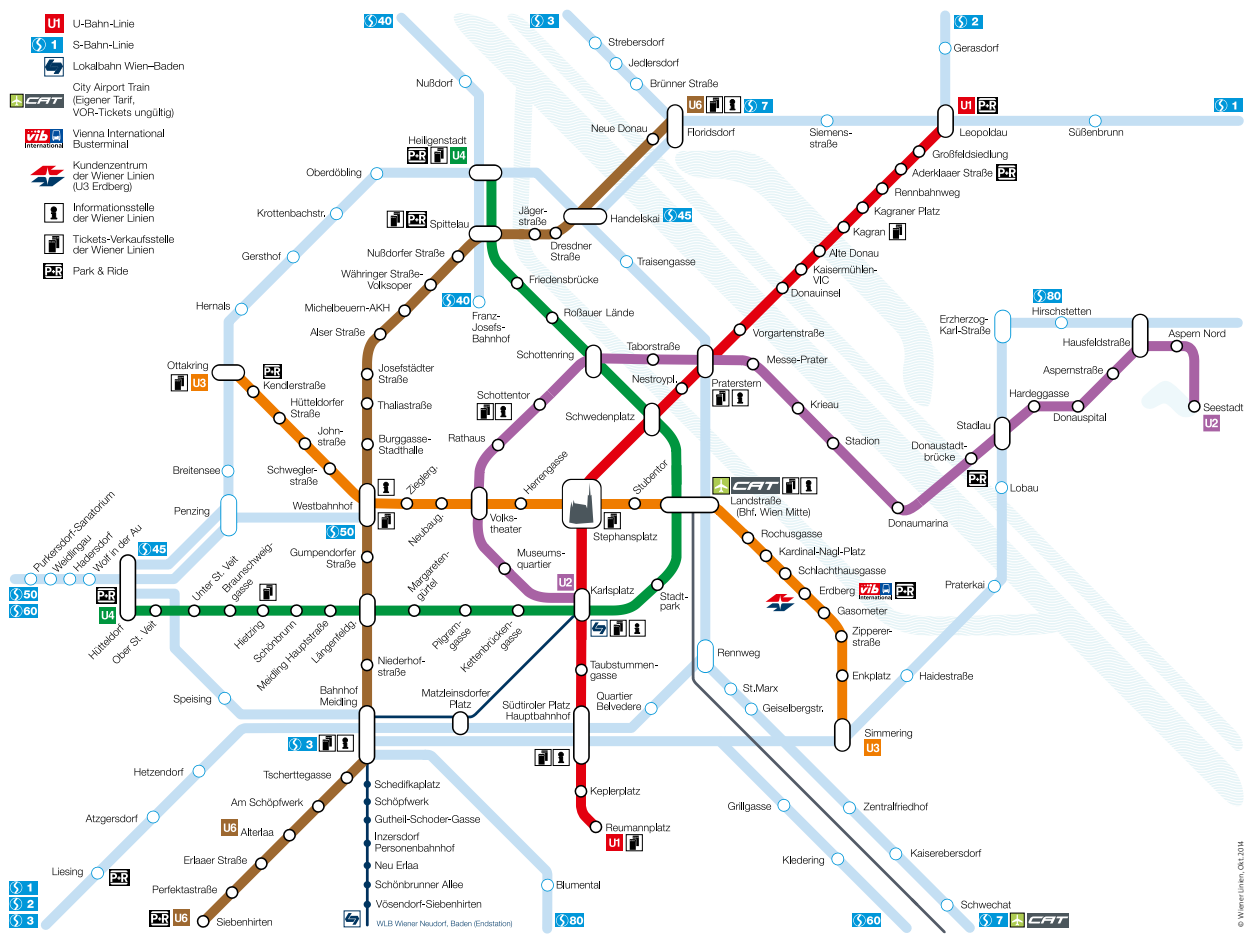
In 1883, the first steam-powered tramway opened between Hietzing and Perchtoldsdorf on the outskirts of Vienna.

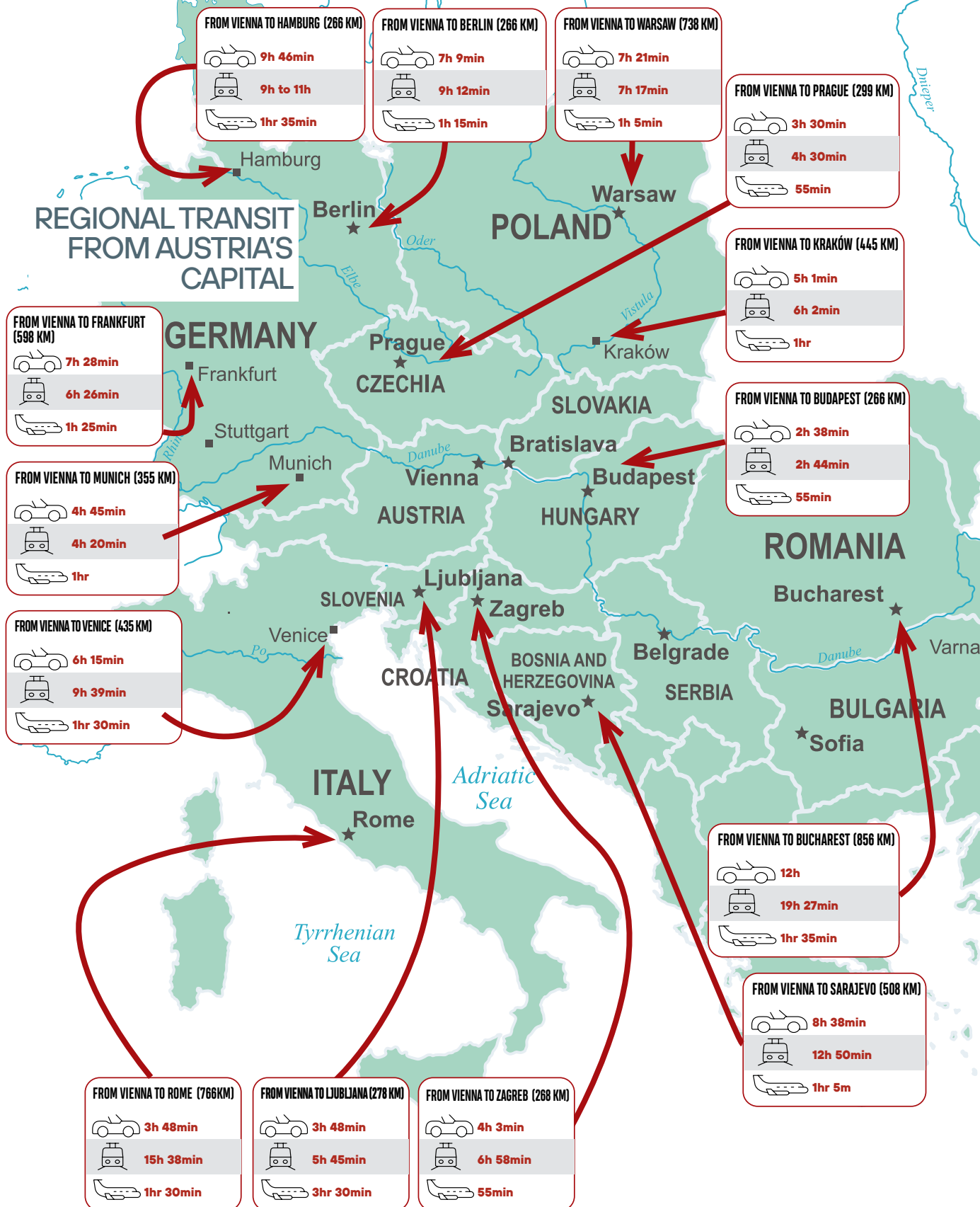
In 1897, the first electric tram ran on the tracks of today's No. 5 line. On June 28, 1903, the last horse tram carried passengers along Liechtensteinstraße.

Austria's cities and towns have public transit networks comprised of buses, trams, and trains. The capital Vienna has a vast and efficient public transport network, making it such a liveable city. The *Wiener Linien* (Vienna Lines) runs a network of buses, trams (known fondly by the Viennese as "*bims*" for the sound of the bell) and subways, serving more than 2.6 million passengers daily. With more than 172 kilometers of track, Vienna has the sixth-largest tram network worldwide.

Vienna is home to Austria's only underground system, the *U-Bahn*. Work on the underground network began in the 1970s, initially with three lines, U1, U2 and U4. In the intervening years, those routes have been extended and two others, U6 and U3, have been added. The opening of the U5 line between Karlsplatz and Hernals is planned for 2026.

Holders of annual passes for the *Wiener Linien* have almost doubled since 2012, when the price was fixed at €365 for the city's entire network of trains, trams and buses. More Viennese own a *Jahreskarte* (annual card) than own a car. For kids, students and retired people there are special discounts on public transport.





DRIVING IN AUSTRIA – DOS AND DON'T'S

Driving on Austria's highways (*Autobahnen*) requires purchasing a toll vignette, which is to be affixed to the windshield. Such permit stickers, valid for 10 days, two months or a year, can be purchased online, or at service stations and tobacconists around the country.

On the *Autobahn* and other motorways, drivers are obligated to keep the rescue lane clear.

IF YOU ARE INVOLVED IN AN ACCIDENT, WITH OR WITHOUT PERSONAL INJURY, YOU MUST DO THE FOLLOWING:

- ✗ Place an emergency call to 112, which will alert police, rescue services, and, if necessary, the fire brigade.
- ✗ Every vehicle must be equipped with enough warning vests for all passengers. In the event of an accident, these are to be worn when outside the vehicle.
- ✗ Care for injured persons. All vehicles in Austria must carry an approved first aid kit.
- ✗ Fill in an accident report. The accident report is necessary so you can assert your rights with your insurance company.
- ✗ If you do not inform the police or leave the scene of the accident without assistance, or do not leave your personal data in the event of an accident, you are liable to prosecution (hit and run).

In Austria, all people in a motor vehicle must wear seat belts. Children under the age of 14 or under 135 cm in height must be secured in a car seat.

HELPFUL LINKS

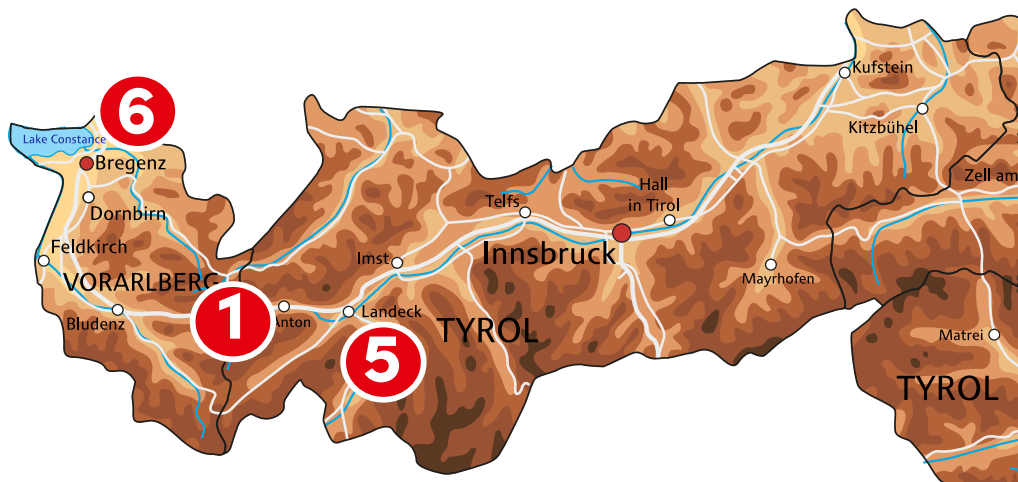
ÖAMTC

oeamtc.at



THE LONGEST TUNNELS IN THE ALPS

The seven longest road tunnels in Austria were all built between 1975 and 2000 and are an integral part of Austria's transit infrastructure and of great value as transportation routes within the EU.



1 **ARLBERG-STRASSEN TUNNEL,**
Vorarlberg - **13,972 M**

4 **KARAWANKEN TUNNEL,**
Carinthia - **7,864 M**

6 **PFÄNDER TUNNEL,**
Vorarlberg - **6,718 M**

2 **PLABUTSCH TUNNEL,**
Styria - **10,085 M**

5 **LANDECKER TUNNEL,**
Tyrol - **6,955 M**

7 **TAUERN TUNNEL,**
Salzburg - **6,546 M**

3 **GLEINALM TUNNEL,**
Styria - **8,320 M**



MARRIAGE

If you plan to marry in Austria it is best to check with the local registry office and/or your home country's diplomatic representation. In Austria, only civil ceremonies at the registry office, also between foreigners, are legally valid, but you should check with your consulate to be sure a marriage in Austria will be recognized in your home country. Civil partnerships are also possible in Austria, and are in many ways similar to marriage, but there are differences. So couples considering their options should seek advice from the local registry office and possibly their consulate representative. As of 2019, same-sex marriages are allowed in Austria. However, that may not apply if one or both partners are from countries where same-sex marriages are not recognized.

FACTS ABOUT MARRIAGE IN AUSTRIA

16 Age at which marriage is possible with parental consent

18 Age at which everyone is eligible to marry

45,000+ Number of marriages in Austria per year

1,000+ Number of same-sex marriages per year

30.8 Median age for first-time marriages for women

33 Median age for first-time marriages for men

PREPARING FOR THE BIG DAY

Austrian citizens and registered residents can file their applications with any *Standesamt* (registry office), *Standesamtsverband* or Magistrate in Austria. Make sure to collect all necessary documents — some of which might need to be translated. Once your application has been approved, the ceremony must take place within six months, but can happen as soon as an appointment is possible. In larger cities, you can expect an average waiting time of two-to-six weeks. Costs will vary, but official fees for various procedures and services can amount to around €300, excluding translation services. For additional convenience, it can be helpful to hire a wedding planner to assist with paperwork and other bureaucratic processes, especially if you do not speak German.

LIST OF DOCUMENTS REQUIRED FOR MARRIAGE CERTIFICATE

- ① Passport
- ② Birth certificate (original or certified copy)
- ③ Driver's license or similar document that shows address of residence.
- ④ A residence registration certificate (*Meldezettel*) issued by Austrian authorities after arrival, unless the applicants are staying in a hotel, youth hostel, or other temporary housing.
- ⑤ Documentary proof of dissolution of previous marriage(s), if any, e.g., final divorce or annulment decrees (Mexican divorces are usually not recognized in Austria) or death certificate(s) of previous spouse(s). The marriage certificate(s) of such previous marriage(s) is/are also usually required.
- ⑥ If documents are in a foreign language, you must also bring a certified translation (*beglaubigte Übersetzung*) (see Translation services, p 50).

THE CIVIL CEREMONY

The wedding ceremony itself takes approximately 15 minutes and is performed in German by a civil servant. You can invite several guests, including two witnesses, but it's not required. If you don't speak German, however, you'd be advised to add a translator to your guest list. For a different ceremony afterward, contact your preferred religious or cultural institution directly to make arrangements.

HELPFUL LINKS**LIST OF COURT INTERPRETERS**

sdgliste.justiz.gv.at

**FEDERAL MINISTRY FOR EUROPEAN
AND INTERNATIONAL AFFAIRS**

bmeia.gv.at/en/



TRANSLATION SERVICES

While official documents in English may be accepted by some Austrian authorities and institutions, such as universities, a certified German translation is frequently required. To obtain one, you must contract a translator from the List of Court Interpreters, compiled and maintained by the Austrian authorities. You may also need to apply to the issuer of the document in your home country for a copy of the document with an attached Apostille. For proof of academic degrees or professional competence, you will need additional verifications.

THE FOLLOWING TYPES OF DOCUMENTS ARE LIKELY TO REQUIRE CERTIFIED TRANSLATION:

- × Marriage certificate
- × Birth certificate
- × Police clearance certificate
- × Registration certificate
- × Financial reports
- × Excerpts from the companies' registry
- × Contracts and notarial acts
- × Court judgments

ENSURING VALIDITY

Many authorities and institutions will require that the translated document be permanently attached to the original one.

COSTS AND PROCEDURES

As all translation services are conducted by for-profit companies and translators, prices will vary. Usually, a document will be translated directly from the source language into the target language — for example from Danish to German. In other cases, an indirect translation is necessary when no translator is certified in both source and target language. For instance, a document in Danish would first be translated into German and then into the target language, say Chinese.





A young boy with dark hair, wearing a blue short-sleeved shirt, is lying on his stomach on a grey sofa. He is smiling and looking towards the camera, with his right hand extended forward. The background shows a brick wall and a dark piece of furniture.

LIVING

INTRODUCTION

There are many reasons people choose Austria as their home. Some arrived as tourists and simply fell in love with the place, others came with a specific purpose, such as studies or a job, others might have been in search of new or better opportunities. Regardless of the reason you are considering a move, Austria welcomes you.

This chapter provides an overview of life in Austria, including the legal aspects of relocating, your potential tax obligations, and what's involved in finding and moving into your new home. Information on health care and education is outlined in subsequent chapters. A statistical overview is provided in the Cost of Living section (p 81).

GETTING A RESIDENCE PERMIT

EU/EEA citizens and Swiss citizens are able to move freely within the EU to travel, work and live in any of the member states without too many steps. With a valid visa, third-country nationals can stay for up to six months. When it comes to acquiring work and residence permits, your path will depend on your nationality, financial status, intended purpose or relation to someone already residing in Austria. But there are some things all potential residents must provide during the application process.

RESIDENCE REQUIREMENTS

PROOF OF SUBSISTENCE

When applying for a residence permit or visa, you'll need to prove that you have adequate financial means. As of 2022, the regular income requirement was €1,030.49 for a single person, €1,625.71 for couples and €159 per child. However, the Immigration Office is still required to do an assessment of the overall financial situation for each applicant on a case-by-case basis.

PLACE TO STAY

Third-country nationals need to provide a rental contract or written confirmation of permission to stay in an existing household (*Wohnrechtsvereinbarung*) when applying for a residence or work permit. Everyone, including EU/EEA and Swiss citizens, must register their address within three days of arrival in Austria.

HEALTH INSURANCE

It is important to have organized health insurance on arrival that covers all risks, for which a recognized travel insurance policy will suffice until you acquire Austrian health insurance. The longer-term health insurance you receive and how it is organized depends on your permit. For example, students must have health insurance organized before arrival, whereas employees and family members with co-insurance will be insured once the employment relationship begins. Once you officially reside in Austria, you either pay into public health insurance or have private insurance that overlaps coverage provided by public insurance. This happens automatically once employed, however, it is important to verify with authorities and your employer that you are registered with their health insurance provider. If you are self-employed, you must declare your anticipated income and then the Austrian national insurance provider classifies your insurance category (see Health Insurance, p 184).

HELPFUL LINKS

Types of permits

workinaustria.com



Place to stay

Address registration (Meldezettel)

help.gv.at



Health insurance

European Health

Insurance Card:

ec.europa.eu



RESIDENCE PERMITS FOR THIRD-COUNTRY NATIONALS

TEMPORARY RESIDENCE

The type of short-term stay visa you apply for depends on the length of your stay in Austria. As a third-country national, a Visa C permits you to enter Schengen countries for a period of 90 days within a period of 180 days. It is issued mainly for touristic purposes. The Visa D allows stays from 91 days to six months, and must be applied for before traveling to Austria. Regardless of nationality, everyone arriving in Austria for temporary or long term residence must register their address (*Meldezettel*) within three days upon arrival.

Another temporary residence option is the residence permit (*Aufenthaltsbewilligung*). Limited to 12 months, this permit is relevant for third-country nationals seeking a time-limited residence for a specific purpose, such as studying, research, social work, or volunteering..

FIXED-TERM EMPLOYMENT

The duration varies, but applies to seasonal workers, as well as foreign companies sending their employees to Austria to fulfill assignments or temporary work at Austrian companies or company branches in Austria.

LONG-TERM RESIDENCE

There are several types of long-term residence permits, depending on your circumstances. Here is a brief overview of some of them:

EU BLUE CARD

Valid for 24 months, the EU Blue Card is issued to third-country nationals who meet very specific criteria, including employment tied to your education, the level of your salary and authorities determining there is no one else qualified for the job. It is a combined residence and work permit, bound to one employer. There are special rules for IT professionals.

RED-WHITE-RED CARD

Issued for up to 24 months at a time, this work and residence permit for third-country nationals is bound to one employer. Look into the requirements for each, and you can best decide which fits your profile.

RED-WHITE-RED CARD PLUS

As long as you were continuously employed you can extend your RWR Card for the RWR Card plus, which grants you unlimited access to the labor market for its duration. Your closest family members are also entitled to apply. The card is valid for up to three years.

LONG-TERM RESIDENT - EU

Issued to third-country nationals that have been a resident in Austria without interruption for the last five years. They are entitled to unrestricted access to labor market and unlimited residence. Amongst others, proof of German language skills on level B1 is a requirement for this permit.

CITIZENSHIP

Austrian citizenship is not easily obtained. It is typically granted on the basis of origin, award or by meeting the requirements of naturalization.

HELPFUL LINKS

MORE INFORMATION ON TYPES OF VISAS

workinaustria.com



FOR MORE INFORMATION ON TEMPORARY RESIDENCE AND EU BLUE CARD

workinaustria.com



FOR QUESTIONS ABOUT VISAS, CONTACT ABA'S INFO CENTRE: IMMIGRATION AND RESIDENCE SERVICES

workinaustria.com



AN OVERVIEW OF TAXATION

HELPFUL LINKS

FULL LIST OF COUNTRIES AUSTRIA
HAS AN AGREEMENT WITH

bmf.gv.at



Employee assessment

bmf.gv.at



For Austria, as a welfare state, tax collection is integral to retaining the high level of social benefits. Austria taxes universal income for all residents who are fully tax-liable. This includes income from gainful employment, self-employment, rental agreements, dividends, and investments. Income from selling a property abroad in some cases may also be taxed. To verify where their tax liability lies, foreign citizens should always check first whether there is a bilateral agreement between Austria and the country of origin of the income.

FOR EMPLOYED PEOPLE

For employees in Austria, income tax is deducted from the gross salary and paid by the employer directly to the tax office. Employees can apply for a tax refund by submitting an employee assessment (*Arbeitnehmerveranlagung*) application to the tax office in the following year for certain permitted exemptions – such as charity payments, travel or uniforms required for work, or certain personal circumstances. Allowed deductions will vary, so you may want to consult a tax adviser. In some cases, you may receive a refund without an application if the tax authority determines you have overpaid.

Pensioners with a taxable annual income of more than €12,000 are liable for taxes, which are withheld and paid directly by the Pension Insurance Fund. The limit for income from self-employment is €11,000.

FOR SELF-EMPLOYED PEOPLE

Self-employed people (including freelancers) and tradespeople are responsible for paying income tax directly. Tax liability depends on the taxable annual profits. If this amounts to more than €11,000, the income must be taxed. When starting self-employment, you must apply for a tax ID number at the tax office responsible for you, and then file an income tax return with that office the following year. However, if you possessed a tax number from previous employment in Austria, the same tax number will be transferred to the relevant department in the tax office.

The Austrian income tax system applies a **progressive six-tier tax rate**. This means that the more you earn, the more taxes you pay.

OVERVIEW OF TAXATION



SOURCE: AUSTRIAN MINISTRY OF FINANCE, 2021

OTHER RELEVANT TAXES

Corporate income tax: Legal entities (e.g. companies) pay no income tax, but they do pay corporation tax (25%) based on annual profits. For companies without profit, there is still a flat tax rate. If they were established after June 2013, the flat tax rate is €500 per year for the first five years, followed by €1,000 per year for the subsequent five years. Capital gains taxes are 27.5%.

Value-added tax: This is paid as an indirect tax on the purchase of a product or service by the final consumer (current rates 10%–20%).

Municipal taxes: Businesses pay municipal tax to the municipality in which the business is located.

Real estate transfer tax (*Grunderwerbsteuer*): Agreements regarding the transfer of Austrian properties trigger real estate transfer tax. This applies to: (i) transfers against consideration and (ii) gratuitous transfers.

Wealth tax: While currently there is no general wealth tax levied on all types of personal assets, a special type of wealth tax only on Austrian real estate is currently being levied by Austrian municipalities (*Grundsteuer*). The basis of this real estate tax is the tax value (*Einheitswert*) of the property; its rate is at most 1%, depending on the respective municipality.

Inheritance and gift tax: Austria currently does not levy inheritance and gift tax. Such taxes were repealed by the Austrian constitutional court (*Verfassungsgerichtshof*) in August 2008.

Foundation transfer tax: Gratuitous endowments of assets to Austrian private foundations and to similar estates are generally subject to a foundation transfer tax (*Stiftungseingangssteuer*) on the fair market value of the assets endowed. The tax rate is either 2.5% or 25%. Tax exemptions apply regarding the transfer of Austrian or non-Austrian real estate and transfers mortis causa of certain financial assets (such as bank deposits or publicly placed bonds).

Car registration tax: This tax is triggered when cars (or motorcycles) not yet registered in Austria are either purchased in Austria or imported into Austria. The tax base is the purchase price and the fair market value, respectively. The tax rate depends on the carbon dioxide emissions. Therefore, electric vehicles are fully tax exempt.

OPENING A BANK ACCOUNT

STEPS REQUIRED TO OPEN YOUR OWN ACCOUNT

- ✕ Usually you must show up in person, with a valid photo ID (e.g. passport, driving license, etc.) and your address registration (*Meldezettel*).
- ✕ In some cases, you might need to show proof of employment or student status, depending on the type of service you need.

SERVICES

With one of Europe's densest bank networks, Austria has more than 800 commercial banks, but only a few that cater to private customers. The most common account type is a checking account (*Girokonto*), which usually comes with access to online and mobile banking. Most banks offer some form of savings accounts (*Sparkonto*) and/or modest overdraft possibilities (*Dispokredit*). Larger credits or loans are usually only approved if you can prove a stable income that meets a certain threshold bound to a fixed-term employment contract. With a solid business plan, small businesses can apply for micro-loans to get started.

PAYMENTS AND WITHDRAWALS

Checking accounts come with the option of a debit card (*Bankomatkarte*), and many banks offer accounts with a credit card (*Kreditkarte*). Stores accepting cards will usually read them wirelessly, and chances are that your bank supports contactless mobile payments. Cryptocurrencies are usually not accepted as forms of payment, with a few exceptions. Banks are closed on weekends and on public holidays, but with online banking you can manage most things from home. You can find both ATMs and machines to print out your bank statements in bank foyers, which are usually open around the clock.

FEES

Most Austrian banks charge monthly maintenance fees for your accounts and cards, but in recent years the number of digital-only banks (neobanks) has risen considerably. These banks operate without physical branches and can therefore offer services without charging transaction or withdrawal fees. Some traditional banks have begun offering no-fee accounts, and many offer student accounts with reduced or no fees.

HOUSING OPTIONS

RENTING VERSUS BUYING

RENTAL COSTS

A tenant's total rent liability is made up of three components: base rent (*Hauptmietzins* or *Nettomiete*), operating costs (*Betriebskosten*), and taxes (*Umsatzsteuer*, or *USt*). All together, they comprise the gross rent (*Bruttomiete*).

Base rent (*Nettomiete*) is the fixed monthly rent price for the apartment. Depending on the type of apartment and its features or amenities, base rent (and its periodic increases) can be regulated by law or set according to market conditions.

Operating costs (*Betriebskosten*) cover the general building maintenance, municipal fees (water, waste, sewage), building insurance and improvements, and you pay a percentage of the total. (Costs for elevator maintenance may be calculated separately and also added to the gross rent).

OWNING PROPERTY

In Austria, buying real estate involves substantial closing costs; you can estimate that you will pay about 10% to 15% of the purchase price.

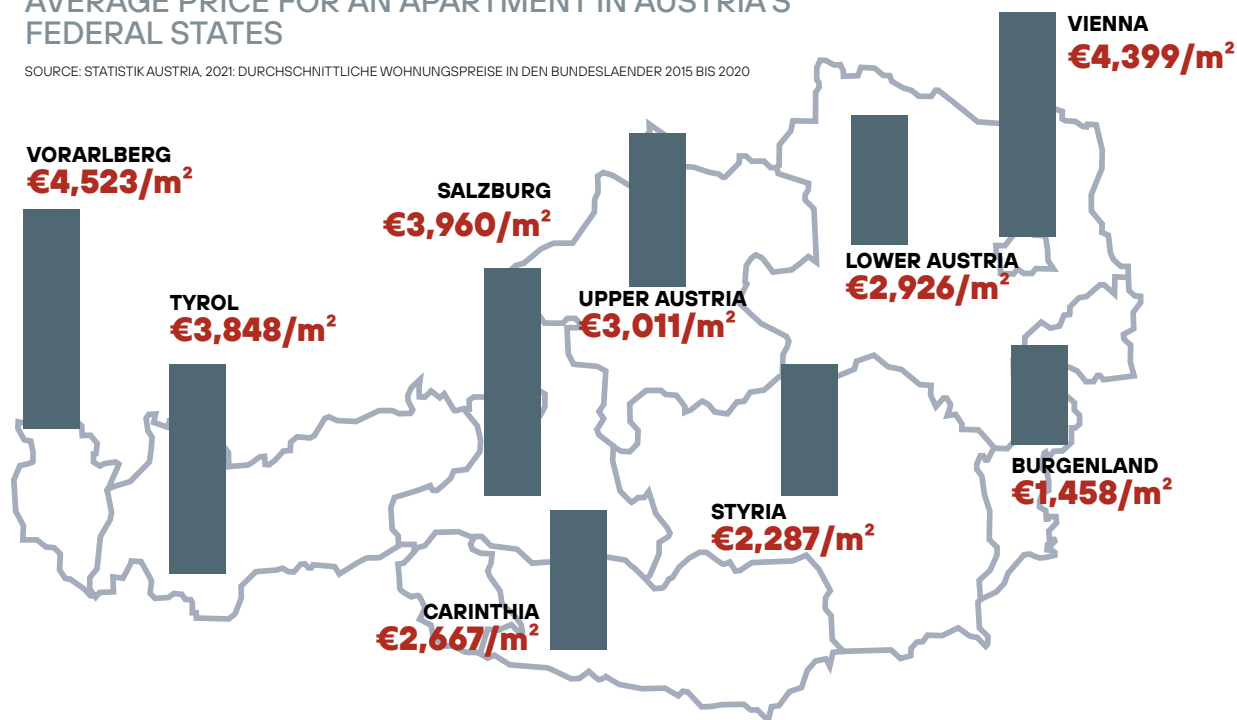
COSTS INCLUDE

- × Purchase price (*Kaufpreis*)
- × Land registry fee (*Grundbuchsgebühr*)
- × Taxes on the purchase of real estate (*Grunderwerbssteuer*)
- × Commission for real estate agent (*Maklerprovision*)
- × Fee for lawyer or notary, including notarization of contract (*Beurkundung* or *Beglaubigung*)

Purchase price (*Kaufpreis*): The asking price should be compared not only to other similar listings, but also to the current real estate index, which is published yearly by the Organization for Real Estate and Wealth Managers.

AVERAGE PRICE FOR AN APARTMENT IN AUSTRIA'S FEDERAL STATES

SOURCE: STATISTIK AUSTRIA, 2021: DURCHSCHNITTliche WOHNUNGSPREISE IN DEN BUNDESLÄNDER 2015 BIS 2020



Existing **HOME PRICES** rose by **5.7% IN 2019**, according to the House Price Index. **THE NEW HOME PURCHASE SUB-INDEX**, which tracks new home and manufactured home price trends, **INCREASED 6.0% IN 2019 COMPARED WITH 2018, SIGNIFICANTLY HIGHER THAN THE +3.2% increase in the previous year.**

Land registry fee (Grundbuchgebühr): You also need to pay a fee to be entered into the land registry. Usually, it is 1.1% of the purchase price. If you have a mortgage, and a lien (*Pfandrecht*) is documented in the registry, you need to pay another 1.2% of the value of the mortgage. Depending on payment modalities, the application costs €44 or €62.

Taxes when buying real estate (Grunderwerbssteuer): The acquisition of real estate is also subject to taxes, which are paid by the buyer and usually set at 3.5% of the purchase price. Different rates may apply if the seller is a relative of yours.

Commission for realtor (Maklerprovision): The real estate agent fee is typically split by seller and buyer. While it is negotiable, there are upper limits (which do not necessarily apply to investment property). The fee is only due upon signing of the contract, so do not make any advance payments to the real estate agent.

PURCHASE PRICE – MAXIMUM COMMISSION

Up to €36,336.42 – 4% (plus 20% VAT)

From €36,336.42 to €48,448.51 – maximum of €1,452.46 (plus 20% VAT)

Above €48,448.51 – 3% (plus 20% VAT)

It is common in Austria that a realtor works for both seller and buyer simultaneously (*Doppelmakler*). Realtors are obliged to inform their clients in advance about such an arrangement. In some cases, buyers may benefit from this deal by not having to pay a commission (if so indicated in the listing), but usually the realtor is paid by both parties.

UTILITIES

A BRIEF OVERVIEW OF UTILITIES AND EXPECTED CHARGES

Energy: In the unlikely event that electricity and gas are included in your rent, you won't have to worry about this. But typically, each tenant is responsible for choosing an energy delivery company. Even though each building is serviced by one electric source and gas main, there are competitive providers. To search for alternative energy providers you can use online services such as **durchblicker.at** to request competitive bids, or the online energy calculator **e-control.at**.

Water: You are charged a flat rate for your water consumption, which is collected with the building service charge.






Telecommunications: As with energy, the telecom market is competitive in Austria. Most providers bundle Internet, cable TV and (landline) telephone into one package – though services can be ordered separately, the cost savings are negligible.

Television: If you have any device capable of receiving television or radio transmission, you are obliged to register it and pay a licensing fee to the Austrian Broadcasting Company (*Österreichischer Rundfunk, or ORF*) – even if you never watch TV or listen to the radio.

PUBLIC HOUSING

Austria offers robust access to public housing options across the country. For example, the public housing authority in Vienna *Wiener Wohnen* owns or manages some 220,000 public apartment units (*Gemeindewohnung*) at more than 5,000 sites throughout the city. One out of every four Viennese lives in public housing.

WHO IS ELIGIBLE FOR SUBSIDIZED RENTAL PUBLIC HOUSING?

| Number of occupants | 1 Person | 2 People | 3 People | 4 People | For each additional occupant |
|--------------------------------|---|---|---|---|---|
| |  |  |  |  |  |
| 2021 maximum net income/year | €47,740.00 | €71,130.00 | €80,500.00 | €89,850.00 | plus €5,240.00 |
| 2021 maximum net income/ month | €3,410.00 | €5,080.71 | €5,750.00 | €6,417.86 | €374.90 |

WHO IS ELIGIBLE FOR SUBSIDIZED PUBLIC OWNER-OCCUPIED APARTMENTS?

| | | | | | |
|--------------------------------|------------|------------|------------|-------------|----------------|
| 2021 maximum net income/year | €54,560.00 | €81,300.00 | €92,000.00 | €102,690.00 | plus €5,980.00 |
| 2021 maximum net income/ month | €3,897.14 | €5,807.14 | €6,571.43 | €7,335.00 | €427.14 |

SOURCE: WOHNBERATUNG WIEN

Most eligibility requirements and application procedures depend on your city and province of residence.

HOWEVER, MOST REQUIRE FULFILLING THE FOLLOWING CRITERIA

- ✗ **Minimum age requirement:** 17
- ✗ **Citizenship requirements:** Austrian citizenship
EU citizenship
Citizens of the European Economic Area
Citizens of Switzerland
Permanent residents in the EU
Refugees, according to the Geneva Convention
- ✗ The applicant's income should not exceed the annual thresholds specified by the state.
- ✗ There must be a specific housing need (*Wohnbedarf*). For example, you would fulfill the *Wohnbedarf* if your current living space is overcrowded, such as a family of three living in a one-bedroom apartment.
- ✗ Minimum time of primary residence in Austria. This depends on the region you live in. In Vienna, eligibility requires two years of primary residence at the same address. If you move addresses, the two-year waiting period starts from the date you moved.
- ✗ If you're officially married or in a partnership, you and your spouse/partner must apply together as joint tenants. You (and all those who will live in the apartment) must have lived and been registered (with a *Meldezettel*) at least two years at your current address. (children under age 2 exempted), and not had a second/subsidiary residential address.

HELPFUL LINKS

INCOME THRESHOLDS:
wohnberatung-wien.at



**ACCESS YOUR CITY OR LOCAL
AUTHORITY FOR PUBLIC
HOUSING HERE**

help.gv.at



RENTING – THE DETAILS

GETTING AN APARTMENT

Legal requirements: Any EU/EEA (European Economic Area) or Swiss citizen, or third-country national may rent an apartment in Vienna.

Budget: Finding a rental apartment is not only time-consuming, but usually requires a large outlay of money (security deposit, broker's commission, and prepaid rent) at the lease signing. Add to this any legal fees, moving expenses, renovations, furnishings, appliances, etc., and you might soon be searching for loose change in the sofa cushions!

Tenants' rights: The Austrian Tenancy Act (*Mietrechtsgesetz*, or MRG) tends to favor tenants' rights, but these vary according to the type of premises and contractual relationship between tenant and landlord. Therefore, you are strongly advised to seek professional advice (e.g., from a notary, lawyer or tenant advocate) before signing any real estate contracts. However, not all rental agreements fall under the MRG.

THE MRG REGULATES:

- ① How much rent can be charged.
- ② How rent increases may be made.
- ③ How long the lease terms may be.
- ④ Whether leases may be open-ended.
- ⑤ How base rent and operating costs are defined.
- ⑥ And a host of other matters concerning the rights of both landlord and tenant.

HOW TO FIND THE RIGHT APARTMENT TO RENT

Deciding which apartment is right for you can be overwhelming. There are so many factors to consider. You're lucky if even a few of your priorities and preferences have been met by any single apartment you've seen. Some people won't let the perfect (apartment) be the enemy of the good enough, while others have the luxury of waiting for their dream apartment.

TIPS FOR YOUR APARTMENT SEARCH

- ① Set your top priorities realistically and stick to them – don't settle for less or you'll be unhappy later.
- ② Get a second opinion. Ask a friend, relative, or co-worker to review the listing or even view the apartment with you.
- ③ Spend some time in the neighborhood. Check out the local supermarket, bakery, fresh market. Go to a local café and talk it up with some locals.
- ④ Better yet, try to connect with the previous tenant or other residents in the building.
- ⑤ Make sure the base rent is calculated correctly according to law.
- ⑥ How difficult will the move-in be? Get a rough cost estimate from a moving company.
- ⑦ If the lease term is unlimited or longer than three years, can you envision living there so long? Will your lifestyle stay the same? If not, consider an apartment with a shorter, limited lease term.
- ⑧ What does your gut instinct tell you? Is it usually right or wrong?

TIME TO MAKE AN OFFER

When you've finally decided that an available apartment meets your needs, budget, and preferences, you will be asked by the landlord (usually via a broker) to submit a written tender (*Mietanbot*). Such an offer is legally binding once it's signed, so you must be absolutely sure that the terms are in order. You may withdraw a binding offer if you submitted the offer while seeing the apartment for the first time and if there was an immediate housing need, but you must do this within seven days.

Under no circumstances should you pay a deposit or advance before the actual lease is signed, typically paid in cash.

YOUR OFFER MUST INCLUDE

- × Object description and address of the apartment
- × Names of the landlord and tenant
- × Type of lease (main lease or sublease)
- × Lease term (unlimited, limited, how many years, start of occupancy)
- × Rent (itemized as base rent, operating expenses, heating costs and taxes)
- × Usable area of the apartment (*Nutzfläche*), number of rooms and amenities (*Ausstattung*)
- × The length of time the offer is valid (14 days if not specifically stated otherwise)

ONCE YOU GET YOUR APARTMENT, WHAT ABOUT THE LEASE?

Legally enforceable lease agreements may be executed in writing, verbally or tacitly (e.g. if keys are handed over in exchange for payment). Whatever form it takes (you definitely want one in writing), a lease is valid as long as the contracting parties agree on the essential terms.

A LEASE MUST INCLUDE THE FOLLOWING TERMS

- ① Who/what is the landlord and who is/are the tenant(s).
- ② Description of the object being rented, the building it is located in and for what purpose it is being leased.
- ③ Length of the contract: fixed term (*befristet*) or unlimited (*unbefristet*).
- ④ Amount of base rent (*Hauptmietzins*) and how it is to be paid.
- ⑤ How the operating/maintenance costs (*Betriebskosten*) are distributed and calculated (because these are variable costs, specific amounts might not be stated in the contract).

TYPES OF LEASES

Primary lease (*Hauptmiete*): A primary lease is a contract between tenant(s) and property owner (or leaseholder of an entire building) or an authorized representative.

Sublet lease (*Untermiete*): A sublet is a contract between a primary lease holder (primary tenant) and another tenant or tenants.

APARTMENT CHECKLIST

UNLESS INCLUDED IN THE LEASE ITSELF, THE FOLLOWING ELEMENTS SHOULD BE REGISTERED IN THE RECORD OF THE HANDOVER

- × A description of the apartment's general condition.
- × A list of all appliances, including the heating unit, or *Therme*, if present, including their make, model, (approx.) year and condition.
- × A list of the type and condition of all surfaces, including flooring, walls, counters, cabinets, sinks, baths, etc.
- × A list and/or photos describing all keys (*Schlüssel*) provided for the apartment, building (*Gebäude*), cellar storage (*Kellerabteil*), postbox (*Postkasten*).
- × A detailed listing of any damages (*Beschädigungen*), flaws (*Fehler*), or items requiring repair.
- × A list of any promised repairs or improvements (*Ausbesserungen*) not present.
- × Heating (*Therme*) service/chimney sweep (*Rauchfangkehrer*) reports (*Befunde*).
- × Electric inspection reports (*Energieausweis* and *Überprüfungsbefund*).
- × Meter readings (*Zählerstand*) for electricity, gas, water and heating (*Strom, Gas, Wasser, Heizung*).
- × Photos of condition of property as evidence.

LANDLORD'S RIGHTS AND RESPONSIBILITIES CONCERNING YOUR APARTMENT

- × To hand over and maintain an apartment in usable condition (i.e., must remedy serious damage to the building and remove significant threats to the health of its occupants).
- × To maintain the common areas and amenities of the building (including the apartment's entry door, outer windows and balconies), as well as the heating units and water boilers within the apartment.
- × To provide trash removal and vermin control services in the building.
- × To repair faulty water pipes, gas lines, electric lines.
- × To repair building damage caused by moisture (e.g., mold buildup and rotting walls).
- × To ensure the chimneys are swept. If the lease falls under MRG regulations, the costs of such maintenance are covered by the tenant.
- × To not disturb the tenant and to prevent other tenants from disturbing the tenant.

TENANT'S RIGHTS AND RESPONSIBILITIES

- × The tenant is responsible for paying rent on time. However, the tenant is entitled to withhold rent (*Mietzinsminderung*) due to faults or general problems that make the apartment unusable (e.g., water, power or heating failure; excessive mold or noise). A tenant must inform the landlord in writing.
- × The tenant has a right to make minor changes to the apartment (e.g., painting or papering the interior) without obtaining permission from the landlord. For substantial renovation or changes, the tenant must obtain the landlord's permission.
- × The tenant is responsible for keeping up the apartment so that no disadvantage comes to the landlord or building occupants (e.g., making sure the water pipes don't freeze, preventing water damage, and regularly cleaning the apartment and its amenities).
- × If a heating unit or water boiler is installed in the apartment, the tenant is responsible for its annual service and inspection (but not its repair or replacement).
- × The tenant must allow the landlord, or a representative, access to the apartment if there is an important maintenance reason (to remedy serious damages to the apartment, the building or even a neighboring apartment). The landlord must obtain the tenant's advance approval, unless there is imminent danger.
- × The tenant is responsible for returning the apartment clean and emptied at the termination of the lease contract.

BUYING PROPERTY

HOW TO BUY PROPERTY AS A NON-AUSTRIAN

It is possible for non-Austrians to acquire property, but expect some hurdles. Below are the basic regulations, which can vary for different nationalities, plus services that may help you avoid bureaucratic traps.

For EU citizens, EEA nationals and Swiss nationals: Since Austria became an EU member in 1995, the rules for foreign ownership have been eased. Citizens of EU states, of the EEA (includes non-EU members Iceland, Liechtenstein, and Norway) and Swiss nationals can acquire property without restrictions and are legally on equal terms with Austrians.

Third-country nationals: People who do not fall into the above categories need an official permit to purchase property or acquire building rights in Austria. Note: The permission process can take up to six months and the regulation varies depending on which province you are in. In some instances, if your country has a bilateral agreement with Austria, you may bypass this process. In general, the request is approved if the purchase is of social, macroeconomic, or cultural interest and does not have a negative effect on national interests. Most people easily meet this requirement: The social interest criterion is fulfilled if the transaction satisfies the individual housing needs of the buyer; the economic requirement is met if the transaction leads to the establishment, expansion, or maintenance of a business and the cultural criterion is fulfilled.

To obtain the permit, which requires payment of fees that vary depending on the province, you need to contact the office responsible for the acquisition of real estate.

DOCUMENTS YOU NEED TO SUBMIT

- ✕ Proof of citizenship [e.g. passport or, in some cases, a specific proof of citizenship document (*Staatsbürgerschaftsnachweis*), which can be obtained from your embassy]
- ✕ Valid residence permit
- ✕ Contract or draft of contract (*Kaufvertrag* or *Vertragsentwurf*)
- ✕ Current excerpt from the land registry of the property (*Grundbuchauszug*)
- ✕ Purpose of use of the acquired object
- ✕ For legal persons or associations, additional documents are required (e.g. company papers)

HELPFUL LINKS

PERMIT FOR BUYING PROPERTY

help.gv.at



FINANCING YOUR NEW HOME

If you need help financing your new home, you will find that banks are generally willing to make real estate acquisition loans because the Austrian market has exhibited high levels of stability. Still, local financial institutions may be more risk-averse than those in your home country. As always, make sure to compare the terms offered by different banks.

Before giving you a loan, the bank will want to know the property inside out, including requesting photos and purchase price, and may ask to see a draft contract. Most banks request that you make a substantial out-of-pocket payment on the property of around 40%. However, if you have a high salary and a permanent work contract, you may be able to negotiate it down to 20%. The interest rates are typically between 1% and 2% of the mortgage value. The loans on real estate are registered in the land registry, which carries additional fees.

Selling your home: Selling a real estate property is a complex process, so you should certainly consult a legal professional. Unless the apartment has been your main residence since you bought it (at least two years before) or for five consecutive years out of the last ten, you will have to pay a 30% real estate transfer tax (*Immobilienwertsteuer* or *ImmoESt*), but only on the capital gains of the transaction, i.e. the difference between the price you paid for the property and the price you receive in the sale.

RELOCATION

Once you have acquired your new home, whether renting or buying, and you have your residence permit, the next step is organizing your move. Are you a student traveling light or someone with a family and a car? Chances are, you won't fit everything into a suitcase.

INTERNATIONAL RELOCATION

Choosing a reliable moving company is essential to ensure a smooth transition to your new home. While there is no sure-fire way, you can take a look at factors such as how long a company has been in business and whether it has certificates confirming it meets certain requirements. Keep in mind that packing for an international move is different from moving within a country or a state. For security reasons, self-packing is not allowed in most countries and must be carried out by your chosen moving company.

BRINGING A VEHICLE TO AUSTRIA

Unless you purchase and import a new vehicle, you don't need to go through Customs when moving between EU-member states. If you're importing your vehicle from a third country, you'll need to submit a proof of value and fill out additional paperwork. A 10% duty will be charged on the vehicle's value (purchase price plus delivery costs to the EU's external border), plus a 20% import turnover tax, based on the purchase price, delivery costs and the Customs duty amount. Regardless of where you brought your vehicle from, you are obliged to pay the standard consumption tax (*NoVA*) for each registered vehicle.

HELPFUL LINKS

**MORE INFORMATION ON
IMPORTING A VEHICLE**

bmf.gv.at



TRAVELING WITH A PET

When bringing a pet animal to Austria, you must comply with a customs check or an examination by a border veterinarian. In total, you can bring only five dogs, cats, or ferrets, with some exceptions. Some animals, such as reptiles, most birds and domestic rabbits, are exempt from documentation, while dogs, cats, and ferrets need to be both identified with a microchip approved for the EU (inserted under the skin), and must have been issued an animal health certificate (*Gesundheitsausweis für Tiere*) or a standardized EU-wide pet passport (*Heimtierausweis*).

The certificate must be issued by an official veterinarian in your country, written in German or English and be no more than 10 days old upon entry into the EU. The certificate can be issued for several animals at a time, but each animal must have a valid vaccination against rabies and be at least seven months old. If you are the owner of an exotic animal, make sure to look into what animals are allowed entry into Austria.

HELPFUL LINKS

**MORE INFORMATION ON
HOUSEHOLD PETS**

help.gv.at



**LIST OF ANIMALS ALLOWED
TO ENTER AUSTRIA**

neobiota-austria.at



HELPFUL LINKS

AUSTRIAN MELDEZETTEL



HOW TO REGISTER YOUR NEWBORN

oesterreich.gv.at



FIND YOUR MELDEZETTEL (IN GERMAN) HERE

help.gv.at



USEFUL TIP!

CONFIRMATION OF REGISTRATION AND RESIDENCE

As an EU/EEA or Swiss citizen, you are required to apply for a Confirmation of Registration (*Anmeldebescheinigung*) within four months of arrival in Austria, respectively counting from the date of first address registration (*Meldezettel*). If you do not apply on time, you might be fined. After five years, you can apply for a Confirmation of Permanent Residence (*Bescheinigung des Daueraufenthalts*), which confirms your right to a permanent residence. Be aware that you will be asked to provide evidence of financial independence and proof of health insurance, for example by means of an employment contract or a business license (*Gewerbeschein*).

SETTING UP IN A NEW HOME

It's not enough to move yourself and your belongings to a new home – there are still several things to take care of before you can settle in.

REGISTRATION OF ADDRESS

If you enter Austria with the intention of staying, you are legally required to register your address within three days of moving in – even if you're only staying for a short time. Tourists from certain countries seeking a visa may also need to register their accommodations in advance. The certificate you receive is commonly known as a *Meldezettel* and is often required when signing up for welfare, signing a phone contract or opening a bank account. Keep this with your most important documents, as you will often be required to present the original. You can register an address as either your primary or a secondary seat of residence. If you change residences, you must de-register at the old place and re-register at the new one.

WHERE DO YOU GO?

To the registration service in your place of residence, usually the town hall (*Rathaus*) or the city's municipal administration (*Gemeindeamt*). You can also register via post or have a trusted person file the application on your behalf. The form itself is available at any registration office as well as at some tobacconists (*Trafik*).

WHICH DOCUMENTS MUST YOU BRING?

You'll need to bring the filled-out form (which in the case of a rental apartment requires the signature of your landlord) along with a valid passport and/or a birth certificate. The identifying document needs to state your family name, first name, maiden name (if applicable) as well as the date and place of your birth, and your nationality. You also need to bring evidence of your new address, such as a rental or purchase contract or simply a signature from the landlord on a form. If you are living rent-free with friends or relatives, a signed confirmation to that end is required.

WHAT SHOULD BE IN MY FLAT?

The minimum size, condition, and accessibility of your flat are regulated by the authorities. Every apartment is placed in one of four categories (*Ausstattungs-kategorien*), which in turn influences the price of the rent. A **Category A** apartment, for example, should come with a kitchenette, including a functioning oven (or at least a burner plate), a sink, a shower, and a toilet. Appliances such as dishwashers, fridges, or washing machines are considered optional, although they are not uncommon as part of a rental contract. Alternatively, you can negotiate a price with the outgoing tenants and purchase theirs. But you may need or want to install a new kitchen.

Any appliance that is a part of your contract must be replaced or repaired by your landlord, as long as they break down due to age or malfunction. If you caused the damage, however, it's on you to foot the bill for a new machine, which will remain in the flat once you move out. Having household insurance and membership in a renters' association can be helpful if any disputes arise. Some flats come partially furnished, but this will be reflected in your contract. If you live in a flat built before 1945 (*Altbau*) or in subsidized housing, your landlord can add certain items to the rent (such as large built-in furniture), as collateral.

TELECOMMUNICATIONS

TELECOMMUNICATIONS AND INTERNET SPEED BY INTERNATIONAL COMPARISON

Mobile: 7th place

110.34 Mbps (download)

16.47 Mbps (upload)

Broadband: 44th place

95.73 Mbps (download)

21.65 Mbps (upload)

90% of Austrians have **4G** availability and **5G** should be available nationwide by 2025

37 INTERNET service providers

6,700,000 internet users (50th in the world)

2,074,252 fixed broadband contracts (41st in the world)

4,564,834 MOBILE contracts (40th in the world)

3,500,000 internet hosts (30th in the world)

.at is the country's top level domain

GETTING ONLINE

With many internet service providers (ISPs) on the Austrian market, you'll have no problem getting a connection at home, but the speed will depend on where you live. The broadband market is dominated by the DSL providers, with UMTS/HSDPA and LTE rapidly gaining ground. SDSL and optical fiber access are also available. Prices will vary depending on provider, location and speed, and whether you bundle your internet with other utilities such as cable TV and/or telephone.

Austria's broadband strategy focuses on the nationwide supply of gigabit connections by 2030 (an ultra-high-speed internet with up to a gigabit-per-second download speeds). At the moment, Austria's 4G coverage stands at roughly 90% with authorities aiming for a near-nationwide 5G availability by 2025.

NEED-TO-KNOW ABOUT TELECOMMUNICATIONS IN AUSTRIA

+43 is Austria's country code.

01 is Vienna's district code. A unique code is assigned to each district outside of Vienna, placed in front of a phone number (remove the 0 when prefacing the number with the country code).

Mobile phones in Austria are usually called **HANDYS**.

97% of Austrians use their smartphone to access the internet.

3.4 HOURS per day is Austria's average mobile use.

63% of Austrians shop online via their smartphones.

5.6 GB was Austria's average monthly mobile data use in 2018.

MOBILES AND LANDLINES

Despite Austria's varied and sometimes challenging geographical structures (mountains, flat lands, lakes), many providers have seen this as an opportunity to innovate and use Austria as a "testing ground" for new services. Due to high coverage and low prices, mobile phone use is as high as 97%. You can even get a good signal while using the Vienna Metro (*U-Bahn*).

There are no standard lengths for either area codes or phone numbers in Austria, resulting in some landline numbers being as short as three digits. Mobile numbers, in turn, use a 3-digit code at the start, depending on your provider, usually followed by 7 or 8 digits specific to your contract. With several providers to choose from, prices are competitive, but monthly charges will depend on your usage requirements. This is based on whether you own a phone, and whether you opt for a contract or pay-as-you-go SIM card. With EU roaming, your tariffs remain unchanged when traveling inside the union.

HELPFUL LINKS

MORE ON EU
ROAMING POLICY
europa.eu



RADIO AND TELEVISION

The Austrian Broadcasting Corporation (ORF) is the country's only public broadcaster. As Austria's largest media provider, it operates four national television channels, 12 radio channels and a large range of online media. To support its operations, Austrian residents are legally required to register and purchase a license for any equipment that can receive television and radio broadcasts. Registering is easily done online, as well as a notification of address change. The broadcast fees change depending on the Federal State and are raised each year. For example, in Upper Austria and Vorarlberg, the fees for two months amount to €41.86, while the fees in Styria are €53.46.

HELPFUL LINKS

LEARN MORE ABOUT ORF

[der.orf.at](https://www.der.orf.at)

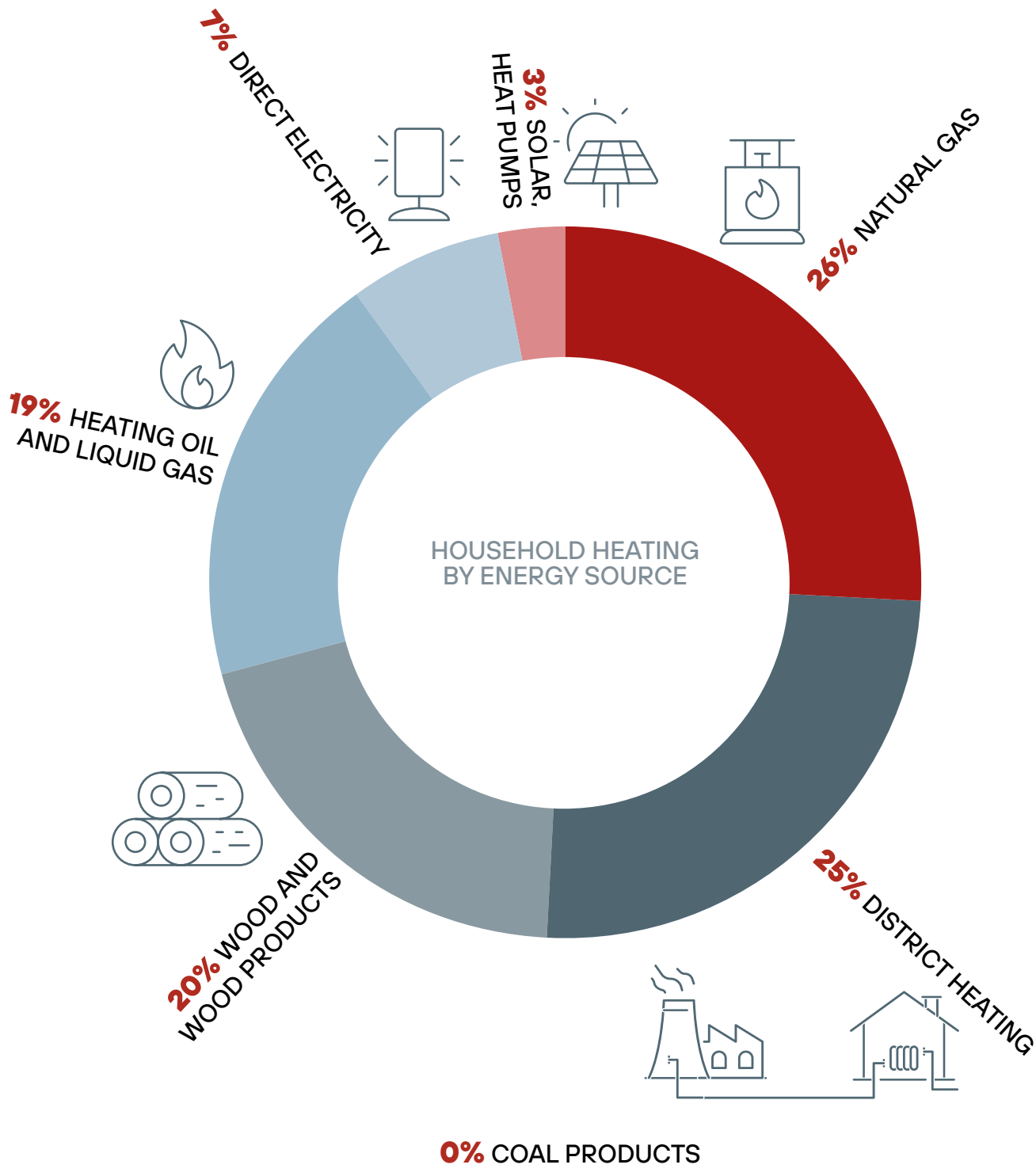


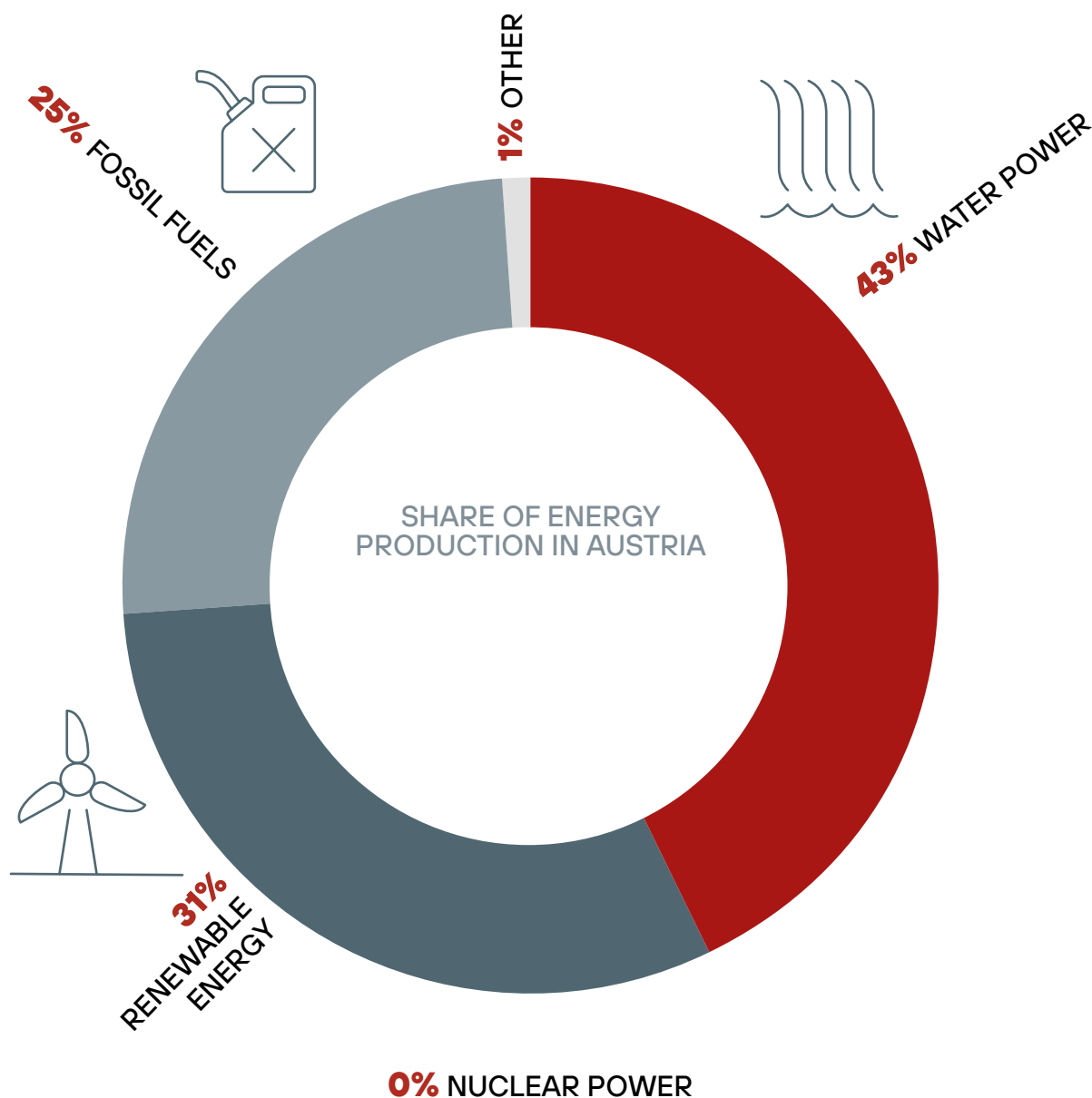
REGISTRATION OF YOUR BROADCAST EQUIPMENT

[gis.at](https://www.gis.at)



HEATING AND ELECTRICITY





SOURCE: WORLDDATA.INFO: ENERGY CONSUMPTION IN AUSTRIA AND FAIR RHC OPTIONS AND TRADE: AUSTRIA

Domestic heating and energy consumption accounts for roughly 30% of Austria's total national energy consumption — a share comparable to both transportation and manufacturing. As rental contracts usually don't include any arrangements for heating or electricity, you need to choose and arrange service with a provider before you move in. With more than 150 suppliers of electricity and more than 50 gas suppliers in Austria, the main challenge is to choose one.

SECURITY CHECKS AND READINGS



READING YOUR ELECTRIC METER

Once a year, a representative of your provider will come by to read your meter. This will allow for a correction of the monthly estimates (which means you either pay more or get some money back). In some cases you may also read the meter yourself and send it directly to the supplier. It's advisable to photograph the meter in your new home on the day you move in to ensure your provider won't overcharge.



BOILER INSPECTION (*THERMENWARTUNG*)

If your home is heated with gas, your central boiler (*Therme*) and other equipment are subject to an annual security check. You'll need to make the appointment yourself and shoulder the costs, which can range from €130 to €250. A sticker placed on the boiler is your proof of a successful check-up and will also show the date your next inspection is due. Keep in mind that you'll be steeply fined if you fail to do this, as regular maintenance is key to safely using gas for both yourself and your neighbors.



CHIMNEY SWEEPS – THEY DON'T JUST BRING GOOD LUCK

Many older buildings still have wood- or oil-burning stoves, or the exhaust outlets they once were connected to. If this is the case, the property management (*Hausverwaltung*) will schedule appointments for a chimney sweep four times a year. Your only responsibility is to make the flat accessible for inspection. Chimney sweeps are centrally organized by each municipality and the inspections are free of charge. However, you usually don't get a specific time slot so you'll need to be available the whole day – something your employer usually accepts.

LIVING WITH PETS

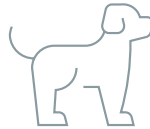
Life is sweet for pets in Austria. In Vienna alone, there are 1 million square meters of designated dog zones, and many animal-friendly businesses. It is common for wait staff in restaurants to bring your dog a bowl of water before even taking your drink order. Domestic animals are plentiful, cats alone outnumber children in Austria.



AUSTRIA'S DOMESTIC PETS

16% CATS

13% DOGS



4% RODENTS AND SMALL MAMMALS



2% AQUARIUMS IN HOMES



2% OTHER ANIMALS



1% HORSES



1% REPTILES



1% BIRDS



BUT WHAT IS MAKES A GOOD PET OWNER?

KEEPING PETS AT HOME

Landlords are not allowed to explicitly forbid common small pets, such as cats or hamsters, but they can place a paragraph to that end in your rental contract. Legally speaking, this is invalid — except for dogs, which the landlord can explicitly forbid. Make sure to check your contract as well as your household insurance to see if it covers damages.

REGISTRATION

All dogs, cats, and ferrets are required to have a subcutaneous microchip, and can be registered at heimtierdatenbank.ehealth.gv.at. Your vet also will issue a pet passport (*Heimtieraussweis*), which has your contact details, microchip number, vaccination history, and due dates. With certain breeds, both owner and dog must pass a test to ensure you can handle your dog in public places. In addition, you may need a dog license (*Hundeführerschein*).

HELPFUL LINKS

LIST OF DOG PARKS

hunde-zone.at



INFRASTRUCTURE

Most municipalities have plenty of parks and green spaces, but many forbid dogs. To make up for that, there are special dog parks. In Vienna, dispensers of poop bags enable you to easily clean up after your dog and avoid a fine of €50. Plenty of cafés and restaurants welcome your dog as well, but inquire in advance. If you need to bring your dog along on public transport, it will need a ticket, must be on a leash and wear a muzzle. With just under 3,000 veterinarians (*Tierärzte*) in Austria, you will not have difficulty finding medical care. And when the day comes, there are several pet cemeteries throughout the country.

COSTS

Austrian pets are pampered, with 29% of owners spending €51 to €100 per month and 22% of owners spending between €26 and €50 per month (2017). Looking at specific pets, people spend most on their cats, or €523 annually, while dogs range from €227 to €678, depending on their size. All dog owners are required to pay a dog tax each year (*Hundeabgabe*), unless they take a voluntary licensing exam. The tax amount depends on where you live in Austria, and can only be avoided by repeating the exam every year.

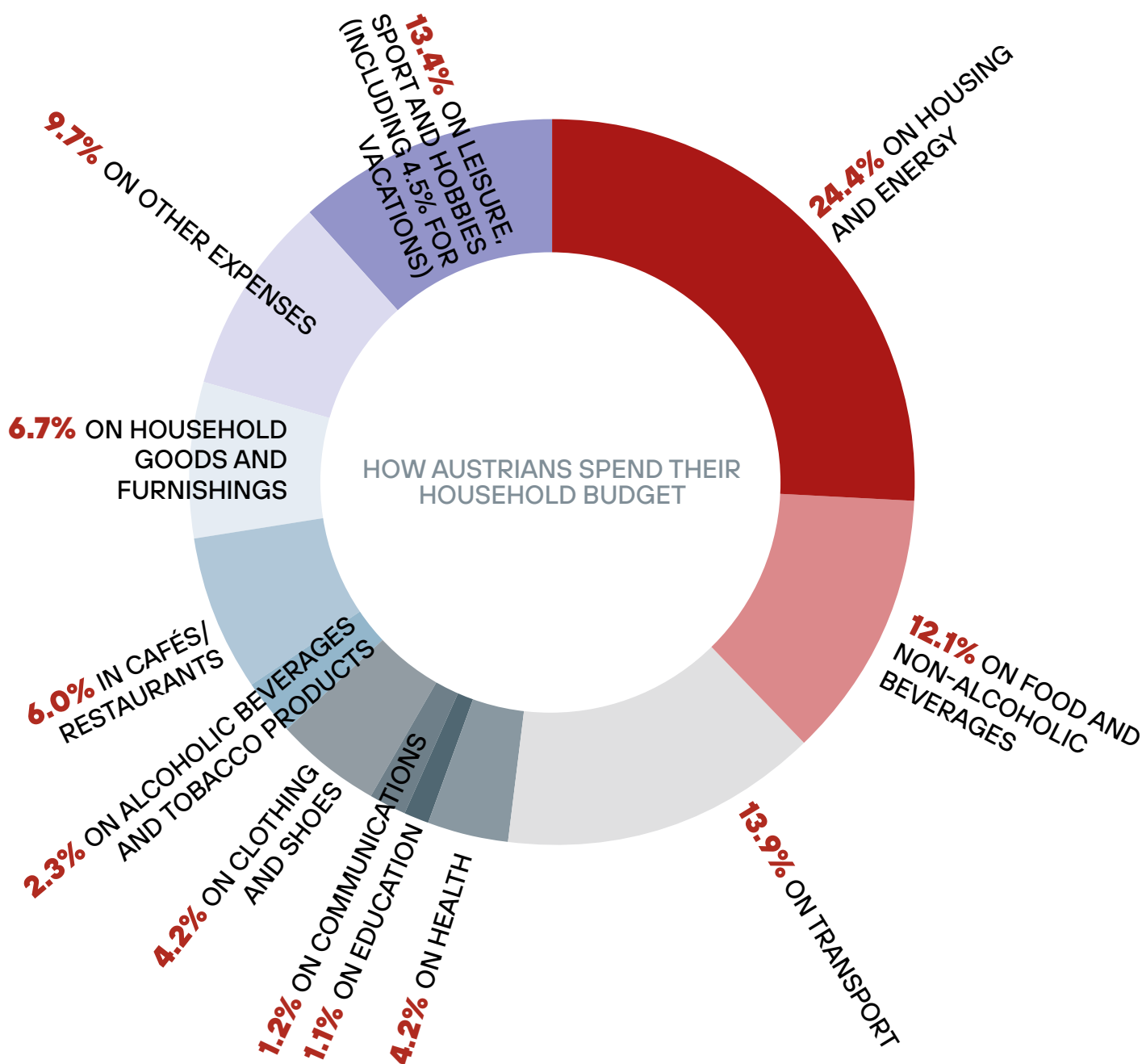
COST OF LIVING

THE AUSTRIAN HOUSEHOLD

On average, an Austrian household (average size 2.20 people) spends **€3,250 A MONTH**, or **€2,160 PER ADULT**.

ACCORDING TO THE 2019/20 CONSUMER SURVEY, AUSTRIANS SPEND THEIR MONTHLY HOUSEHOLD BUDGET AS FOLLOWS:

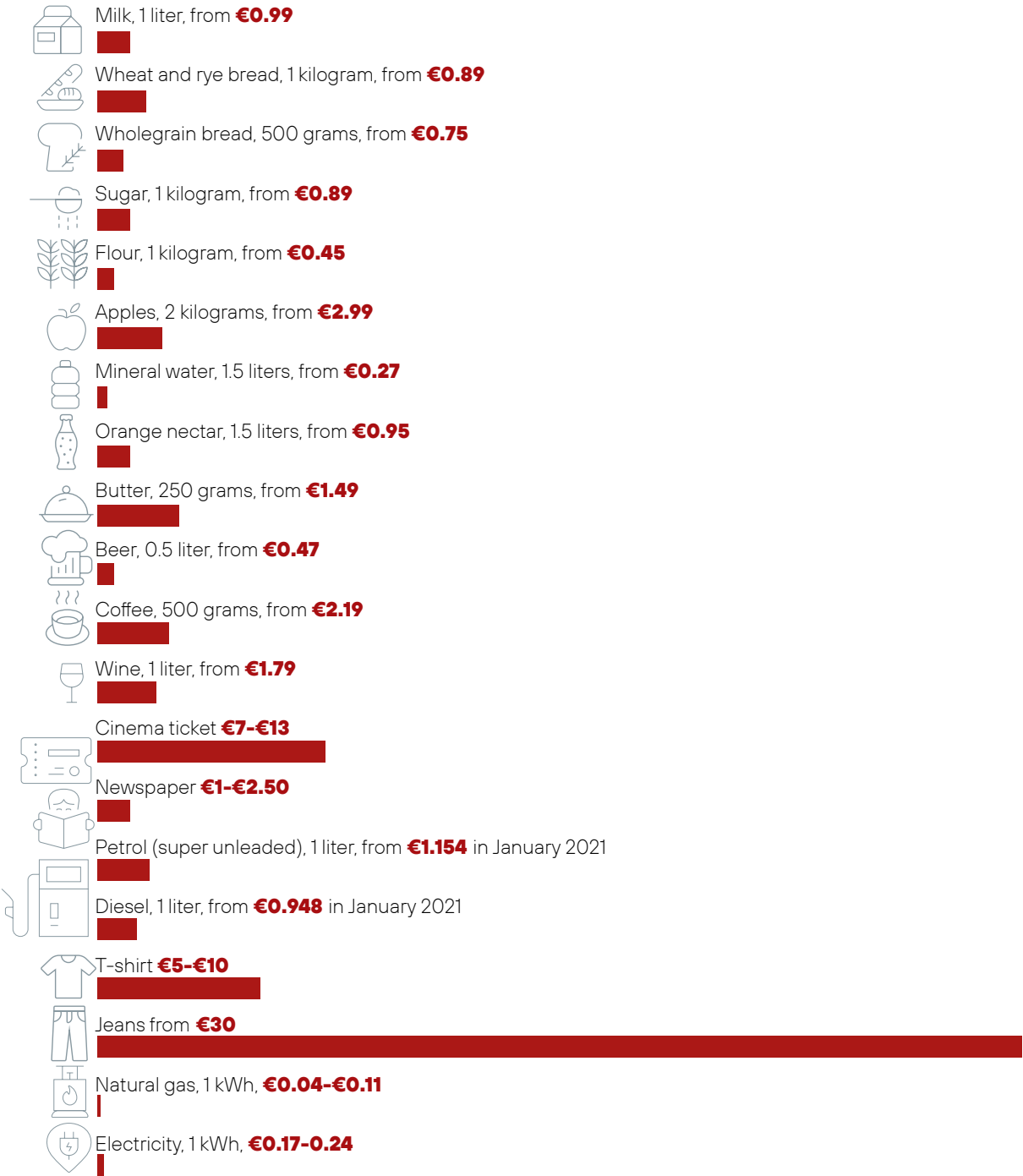
SOURCE: STATISTIK AUSTRIA: "MONATLICHE VERBRAUCHSAUSGABEN DER PRIVATEN HAUSHALTE", 2021



MONTHLY HOUSEHOLD EXPENSES




































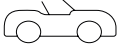
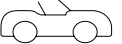
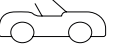
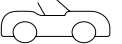
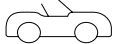
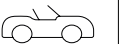
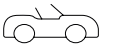




























Examples of some average prices for basic commodities in 2021 (indicative prices):

SOURCE: EC.EUROPA.EU, EUROPEAN COMMISSION: LIVING AND WORKING CONDITIONS AUSTRIA 2021



PRICE COMPARISONS ACROSS EUROPE

COST OF LIVING VALUES ARE IN RELATION TO THE EU AVERAGE = 100

| | AUSTRIA  | FRANCE  | GERMANY  | ITALY  | SWITZERLAND  | CZECHIA  | BULGARIA  |
|---|--|--|--|--|--|--|---|
| FOOD (meat, fish, milk, cheese) |  126 |  116.2 |  102.1 |  111 |  168.2 |  83.8 |  79.6 |
| ALCOHOL (spirits, wine, beer, tobacco) |  97.5 |  132.6 |  100.5 |  98.3 |  132.5 |  79.3 |  75.6 |
| CLOTHING AND FOOTWEAR |  105 |  107.6 |  98.2 |  101 |  123.2 |  98.4 |  78.2 |
| HOUSING EXPENSES (rentals, gas maintenance, electricity, water supply) |  111.7 |  120.4 |  116 |  97 |  193.6 |  72 |  37.8 |
| PERSONAL TRANSPORT (cars, motorcycles) |  106.2 |  101.1 |  99.8 |  102.8 |  106.4 |  85.1 |  87 |
| PASSENGER TRANSPORT (railway, road, sea) |  121.2 |  111.8 |  119.9 |  84.9 |  140.7 |  55.9 |  50.6 |
| RECREATION CULTURE (photographic equipment, newspapers, books, package holidays) |  115.6 |  106.3 |  107.1 |  99.3 |  151.9 |  71.8 |  65.4 |
| RESTAURANTS, HOTELS, CAFÉS, PUBS, BARS |  117.2 |  120.8 |  103.2 |  102.1 |  169 |  63.6 |  46.4 |
| COMMUNICATIONS (postal service, telephone, internet) |  100.8 |  97.2 |  120.2 |  81.2 |  158.6 |  118.9 |  79.7 |

Comparison of countries' price levels in 2020 with respect to the European average. If the price level index of a country is higher than 100 (EU average), the country concerned is relatively expensive compared to the EU average, while if the index is lower than 100, the country is relatively cheap compared to the EU average.

SOURCE: EUROSTAT: "CONSUMER PRICE LEVELS IN THE EUROPEAN UNION", 2020

TRANSPORT COSTS

PUBLIC TRANSPORT

A single-trip ticket costs €2-2.60, depending on which city/town you are in. Larger towns and cities offer annual, monthly, weekly, and daily passes, as well as deals for tourists.

EXAMPLES OF PUBLIC TRANSPORTATION COSTS

| | ANNUAL PASS | STUDENTS | SENIORS | LOW INCOME |
|-------------|-------------|--|--------------------------------|------------|
| VIENNA | €365 | Semester pass: €75 | From 64: €235 | €17/month |
| | | Grade school annual pass: €70 | | |
| VORARL-BERG | €365 | Annual: €70-192 | From 62: €203 | €192 |
| TIROL | €509.40 | Semester pass: €180 Grade school pass: €99.80 | From 62: €260 From 75: €125 | €260 |

CAR OWNERSHIP

Compared to the rest of Europe, Austria is in the middle range when it comes to the costs of owning a car. On average, car owners spend about €520 a month, and around €788 on an electric car. This includes fixed costs such as insurance, taxes, annual inspections and variable costs such as fuel. All registered vehicles in Austria need to have a valid sticker, called a *Pickerl*. The stickers validate the vehicle’s road worthiness and operational safety, and must be renewed periodically following a set schedule of inspections.

All driver’s licenses issued by an EU and EEA country are recognized in Austria. This means you can, but don’t have to, convert your EU or EEA license to an Austrian licence, unless your driving license is a category C (C1 or D1) EEA-issued license, which is only valid in Austria for the first five years. For non-EU and EEA-issued licenses, you have six months to convert your license before it loses its validity in Austria. Depending on which country issued your license, you may need to do a practical examination.

Immigration and Residence Services

Consulting for companies and international professionals



Information concerning the immigration and residence

of international professionals from third countries (as well as EU/EEA member countries) and their families on www.workinaustria.com



Online Immigration Guide

Get all the answers to your questions about your residence permit on www.workinaustria.com/en/immigration-guide



Personalised consultation free of charge

for skilled workers and their family members as well as for companies in Austria that (want to) employ international skilled workers by:

- Providing up to date information concerning immigration and residence
- Supporting companies and skilled workers in immigration and permit extension processes by providing legal and practical expertise, e.g., concerning Red-White-Red-Cards, Blue Cards, etc.
- Consulting companies and skilled workers about document necessities in immigration and permit extension processes (check lists, document checks, etc.).



If necessary, contacting public authorities

in specific immigration and permit extension processes. Cooperation and contact partner for all involved public Austrian authorities (e.g., inquiring about process status, answering open questions, recommending further steps)

Find more ABA-services
e.g. relocation services
on www.workinaustria.com

Contact Us

ABA – Work in Austria
1010 Vienna, Opernring 3
Tel. +43 1 588 58 8
workinaustria@aba.gv.at
www.workinaustria.com

Innsbruck, Tyrol









WORKING

INTRODUCTION

With one of the most highly qualified and motivated workforces in the world, high purchasing power and a tight support net for entrepreneurs, Austria offers numerous advantages for business owners and freelancers. More than 38,639 new companies were founded in 2020 alone.

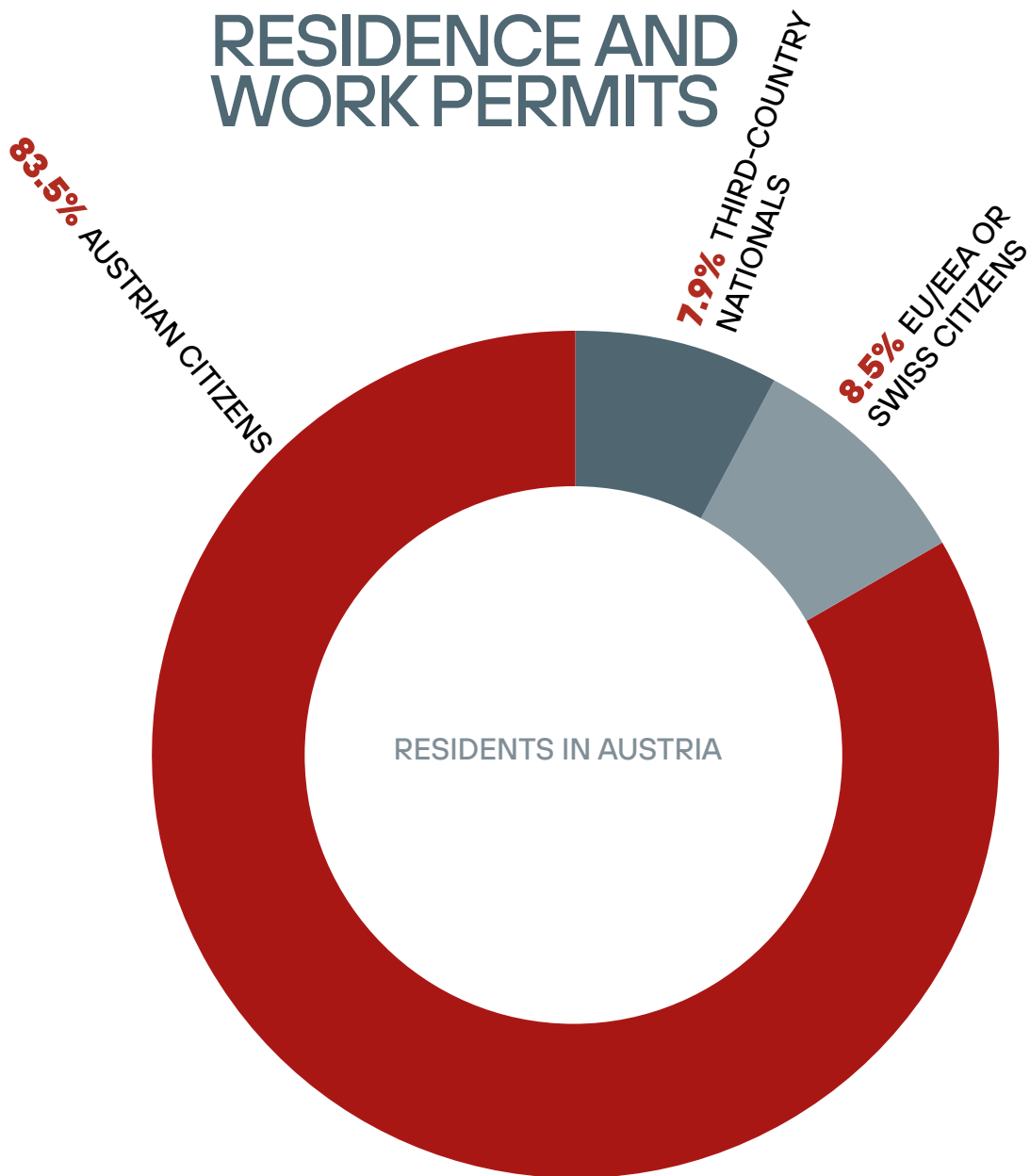
It is also a profitable location for international investors. More than 1,000 foreign companies have located their coordination headquarters in the country and more than 380 prominent multinational companies operate regional headquarters from Austria. The capital of Vienna, Austria's largest city, has seen a boom in startups over the last few years.

Several public entities are responsible for advising, funding, representing and connecting entrepreneurs via consultation, events, and workshops. Publicly funded promotional banks, incubators, and agencies offer various types of funding and investment, while companies in research and development enjoy generous tax incentives.

In 2020, about 4.3 million people were employed in Austria, roughly half a million of them self-employed. With an unemployment rate of 5.7%, the country was well below the European Union average of 7.5%.

It is estimated that between 90% and 95% of private-sector employees are covered by collective agreements, facilitated by Austria's four largest representative organizations. These provide a legal framework for minimum wages, annual wage, and salary increases, working hours and terminations. Austrian workers and employees also enjoy robust protections and are automatically covered by health and accident insurance, are obliged to take five weeks of paid holidays and, if part of a collective bargaining agreement or an individual contract specifies, they receive a double salary twice per year.

**Let's explore the benefits of working
and doing business in Austria!**



Citizens of EU/EEA and Swiss citizens are able to move freely within the EU to travel, work and live in any of the member states without too many formalities. However, if you do not work, you still need to prove that you can support yourself financially, and adequate health insurance.

Third-country nationals (*Drittstaatsangehörige*) must prove all that, as well as fulfill other requirements. The introduction of the Red-White-Red Card in 2011 significantly simplified the process and created a flexible and transparent migration path for professionally qualified people and their family members to move to Austria for work.

GENERAL REQUIREMENTS FOR ALL MIGRANTS

Prior to applying for a residence or work permit, it is important to fulfill an existing prerequisite, such as a binding job offer, place at a university, relevant research interest, and institutional affiliation, or other categories validated by the Austrian government. There are different requirements depending on your permit, but the following requirements are general to each permit:

PROOF OF SUBSISTENCE

You must have proof of adequate financial means. A minimum fixed and regular income that as of 2022 allows you to cover €1,030.49 monthly expenses as a single person or €1,625.71 as a couple is an important benchmark. An additional €159 per month is required for each child. The immigration office has to do an assessment of the overall financial situation of the applicants on a case-by-case basis.

PLACE TO STAY

Proof of a legal accommodation (e.g., the lease for an apartment) spacious enough for you and your family is an important prerequisite for a residence permit. Third-country nationals need to provide a rental contract or written confirmation of permission to stay in an existing household (Wohnrechtsvereinbarung) when applying for a residence or work permit. Everyone, including EU/EEA and Swiss citizens, must register their address within three days of arrival in Austria.

HEALTH INSURANCE

It is important to have organized health insurance on arrival that covers all risks, for which a recognized travel insurance policy will suffice until you acquire Austrian health insurance. The longer-term health insurance you receive and how it is organized depends on your permit. For example, students must have health insurance organized before arrival, whereas employees and family members with co-insurance will have to possess insurance once the employment relationship begins. Once you officially reside in Austria, you either pay into public health insurance or have private insurance that overlaps coverage provided by public insurance. This happens automatically once employed, however it is important to verify with authorities and your employer that you are registered with their health insurance provider. If you are self-employed, you must declare your anticipated income and then the Austrian national insurance provider classifies your insurance category (see Health Insurance, p 184).

ADDITIONAL REQUIREMENTS FOR WORK PERMIT APPLICATIONS

When applying for certain work permits, evidence of academic achievements or other indicators of skills and qualifications will be required, as well as language certificates and proof of work experience. Additionally, you might need to reach a certain score on a set of criteria designed to assess your qualifications and desirability, though you will still be evaluated by the authorities.

HELPFUL LINKS

IMMIGRATION PERMIT CALCULATOR

workinaustria.com



PERMITS

For citizens of EU/EEA member states or Switzerland, you simply need to register your address and acquire an Anmeldebescheinigung, and fulfill the general requirements already outlined. Third-country nationals who want to work and reside in Austria for more than six months need a work and residence permit. There are several different types of combined work and residence permits, e.g., the Red-White-Red Card or the EU Blue Card. The applications for these combined work and residence permits can be submitted in Austria by the future Austrian employer and will be evaluated by the Austrian Public Employment Service (AMS) and the immigration authority. Third-country nationals who intend to work self-employed also need a residence and work permit.

WORK PERMITS

| TYPE | VALIDITY |
|---|-------------------------|
| <p>QUOTA PERMIT (KONTINGENTBEWILLIGUNG)</p> <p>If you plan to work in agriculture or tourism as a seasonal worker, you can apply for a quota permit, granted only if labor demand cannot be fulfilled by the local workforce. The maximum duration is generally six months, can be extended to nine months and the application is submitted by the employer. Certain seasonal workers who are employed for harvesting, for example, can be granted a permit for a maximum of six weeks.</p> | <p>6 W – 6 M</p> |
| <p>POSTING PERMIT (ENTSENDEBEWILLIGUNG)</p> <p>If you work for a foreign company not based in the EU, and your employer plans to post you to Austria to fulfill an assignment, this permit can be applied for if you stay no longer than four months.</p> | <p>4 M</p> |
| <p>WORK PERMIT FOR STUDENTS (BESCHÄFTIGUNGSBEWILLIGUNG ALS STUDIERENDER)</p> <p>As a student or a pupil, you are allowed to work a maximum of 20 hours per week alongside your studies (or even more, but the authorities must then conduct a labor market check), only as long as you have a valid residence permit (<i>Aufenthaltsbewilligung Student or Aufenthaltsbewilligung Schüler</i>). Your employer submits the application for the work permit.</p> | <p>20H/W+</p> |
| <p>WORK PERMIT (BESCHÄFTIGUNGSBEWILLIGUNG)</p> <p>If you plan to work in Austria on a local contract for a specific company for less than six months, you first must apply for a pre-work permit (<i>Sicherungsbescheinigung</i>), then apply for a visa and thirdly, apply for a work permit (<i>Beschäftigungsbewilligung</i>). If you are a dependant and already live in Austria but are generally not allowed to work with the residence permit you hold, you can apply for a work permit through a specific company.</p> | <p>12 M</p> |

RESIDENCE PERMITS AND VISAS

Whether you plan on a short or long stay, have a specific purpose, or hope to keep things flexible, you'll need a residence permit to live in Austria. The type of resident permit or visa depends on how long you plan to stay in Austria and the purpose of your stay. Many residence permits (e.g. Red-White-Red Card) include a work permit.

| Type | Validity | EU* | TCN** |
|---|---------------|-----|-------|
| VISA C (SCHENGEN-VISUM) The visa C is a Schengen visa that allows TCN who need a visa to spend up to 90 days in the Schengen area. It is issued mainly for touristic purposes, but can in exceptional cases also be issued for work purposes. | 90 D | | |
| VISA D (NATIONALES VISUM) The visa D is a national visa for TCN who want to stay in the Schengen area between 91 and 180 days. It can be issued for different purposes, such as retrieving an Austrian residence permit for research, study programs, internships, or work. | 6 M | | |
| JOB-SEEKER VISA (ARBEITSSUCHE-VISUM) If you are highly qualified and looking for a job in Austria, you can apply for a special visa for your employment search. | 6 M | | |
| VARIOUS SETTLEMENT AND RESIDENCE PERMITS (VERSCHIEDENE NIEDERLASSUNGS- UND AUFENTHALTSBEWILLIGUNGEN) If your activities in Austria exceed 180 days, a visa is not sufficient and you need a residence permit to stay in Austria. You can apply for a variety of residence permits, depending on your purpose of stay. Permits are generally valid for one year. In most cases, they can be extended, but in some cases they cannot. | 12-36 M | | |
| EU BLUE CARD (BLAUE KARTE EU) If you are a highly educated person or IT professional with 3 years of relevant work experience with a binding job offer, you can apply for the EU Blue Card as long as you earn at least the Austrian average gross annual income of full-time employees, and no one else in Austria is proved to be equally qualified. | 24 M | | |
| RED-WHITE-RED CARD (ROT-WEISS-ROT – KARTE) If you are a highly skilled person, you can apply for the Red-White-Red Card in several categories, depending on your purpose and qualifications. You generally need to have a binding job offer to apply for a Red-White-Red Card as an employee. You are bound to your employer for two years. | 24 M | | |
| RED-WHITE-RED CARD PLUS (ROT-WEISS-ROT – KARTE PLUS) After 24 months of carrying the Red-White-Red Card, you can apply for the Red-White-Red Card Plus, which entitles you to unlimited access to the labor market. Family members of Red-White-Red Card and EU Blue Card holders also receive an Red-White-Red Card Plus. In some cases, proof of German skills are necessary to obtain or extend this permit. | UP TO 12-36 M | | |

| Type | Validity | EU* | TCN** |
|--|----------------------|-----|-------|
| LONG-TERM RESIDENT – EU (DAUERAUFENTHALT – EU) If you've resided continuously and legally in Austria for at least five years, fulfill all general requirements, and have completed Module 2 of the Integration Agreement (German B1), you are eligible to apply for unlimited legal stay in Austria. | 60 M | | |
| EU RIGHT OF RESIDENCE (ANMELDEBESCHEINIGUNG) EU/EEA and Swiss citizens have the right to move freely within the EU. EU/EEA and Swiss citizens do not need a Schengen visa to travel to Austria. There are requirements applicants must meet if they want to live in Austria for a period longer than three months – they must either work or prove sufficient financial means and health insurance that covers all risk on Austria territory. The main difference between EU/EEA and Swiss citizens and third-country nationals is that the former do not need a reason to come live in Austria, while the latter need a specific one that creates ties to the country. | NO TIME LIMIT | | |
| LONG-TERM RESIDENCE CERTIFICATE (BESCHEINIGUNG DES DAUERAUFENTHALTS) After five years of continued residence, EU/EEA and Swiss citizens can apply for permanent residence in Austria. | NO TIME LIMIT | | |
| RESIDENCE CARD (AUFENTHALTSKARTE) If you are a TCN and a family member of an EU/EEA or Swiss citizen living in Austria, you are eligible for the Residence Card. It is valid for five years and gives you open access to the Austrian labor market. | 60 M | | |
| CITIZENSHIP (STAATSBÜRGERSCHAFT) Austrian citizenship is not easily obtained. It is typically granted on the basis of descent, award or by meeting the requirements of naturalization. Any third-country national can apply for Austrian citizenship after ten years of legal residency in the country. Common prerequisites for citizenship are verifying adequate personal finances and B2-level German or higher. | NO TIME LIMIT | | |

D – day**W** – week**M** – month

* Schengen-area citizens

**TCN – Third-country nationals

IMMIGRATION SCENARIOS FOR THIRD-COUNTRY NATIONALS

Let's take a look at the specific migration path for employed and self-employed people, as well as students, researchers, or pensioners. The last column is of importance for those bringing family members along. Spouses, registered partners, and unmarried minors (including adoptive and step-children) are all considered family, but not all residence permits grant them the right to work.

| | Residence permit(s)/visa | Validity | Family |
|--|--|-------------------------------|--------------------|
| EMPLOYMENT | | | |
| Seasonal You have an employment offer and a quota permit: maximum duration is six months and the application is submitted by the employer. Certain seasonal workers who are employed for harvesting, for example, can be granted a permit for a maximum of six weeks. | Visa C (<i>Schengen-Visum</i>) Visa D (<i>Aufenthalts-Visum</i>) | 90 D 6 M | No |
| Posted or hired-out workers (seconded workers) This is for cases in which your (foreign) employer is planning to send you to Austria to fulfill a specific assignment, or temporarily hired you out to an Austrian company. If you are being posted for longer than six months, a residence permit is mandatory. For shorter periods, you can stay in Austria on a visa. | Residence permit - Seconded employee <i>(Aufenthaltsbewilligung Betriebsentsandte)</i> | 12 M | No |
| Intra-corporate transferee You are a manager, specialist, or a trainee of an international company or group and have been deployed to the Austrian branch of your company. | Residence permit - ICT <i>(Aufenthaltsbewilligung - ICT)</i> | 12-36 M | Yes |
| Special cases This applies, for example, to foreign media correspondents, university professors or teachers at international schools. In most, but not all cases, family members are allowed to join. | Settlement permit - Special cases of gainful occupation; and Residence permit - Special cases of gainful employment <i>Niederlassungsbewilligung – Sonderfälle unselbständiger Erwerbstätigkeit; und Aufenthaltsbewilligung-Sonderfälle unselbstständige Erwerbstätigkeit.</i> | 12 M | Yes |
| Red-White-Red Card You are a highly qualified worker who has already received a binding job offer in Austria and has scored enough points on the Red-White-Red Card calculator. | Red-White-Red Card for Very Highly Qualified Workers <i>Rot-Weiß-Rot Karte Karte für Besonders Hochqualifizierte</i> | 24 M*** | Yes |

| | Residence permit(s)/visa | Validity | Family |
|---|--|-------------|------------|
| EU Blue Card You have completed a course of study in a relevant field at university, have received a binding job offer, and will earn a comparatively high minimum salary (the average gross annual income of full-time employees in Austria). The Blue Card is bound to the employer. The origin of the Blue Card lies in EU legislation, and unlike the Red-White-Red Card, it is not granted on the basis of a point system. | EU Blue Card <i>Blaue Karte EU</i> | 24 M | Yes |
| Skilled workers in shortage occupations You are a highly skilled worker, fulfill enough points, and are needed in Austria, as your profession suffers from labor shortages. | Red-White-Red Card for Skilled Workers in Shortage Occupations <i>Rot-Weiß-Rot – Karte für Fachkräfte in Mangelberufen</i> | 24 M | Yes |
| Other key workers You have a binding job offer from an Austrian company that was not able to find a suitable employee on the Austrian labor market. You fulfill all criteria (including salary and qualifications). | Red-White-Red Card Other for Other Key Workers <i>Rot-Weiß-Rot – Karte für sonstige Schlüsselkräfte</i> | 24 M | Yes |
| Graduates You completed studies at an Austrian university or university of applied sciences in the past year and have received a suitable job offer. | Red-White-Red Card for Graduates <i>Rot-Weiß-Rot – Karte für StudienabsolventInnen</i> | 24 M | Yes |

SELF-EMPLOYMENT

| | | | |
|---|--|-------------|------------|
| Artists You are an artist and want to live and work in Austria. You can prove that you have what is considered adequate experience, a large body of work, and that you can live off your art. This residence permit can also be granted to artists who will be gainfully employed. | Settlement permit - Artists <i>Niederlassungsbewilligung – Künstler</i> | 12 M | Yes |
| Self-employed people You are contracted to perform certain services for longer than six months, but do not plan on permanently settling in Austria. | Residence permit - Self-Employed Persons <i>Aufenthaltsbewilligung – Selbstständiger</i> | 12 M | No |
| Self-employed key workers You plan to establish a business that involves the transfer of €100,000 in capital investment, creates or secures existing jobs or involves the transfer of valuable know-how. If extended, this permit turns into a settlement permit, not into a Red-White-Red Card Plus. | Settlement permit for Self-Employed Key Workers <i>Niederlassungsbewilligung für Selbstständige Schlüsselkräfte</i> Red-White-Red Card for Self-Employed Key Workers <i>Rot-Weiß-Rot – Karte für Selbstständige Schlüsselkräfte</i> | 24 M | Yes |

| | Residence permit(s)/visa | Validity | Family |
|---|---|--------------|------------|
| Start-up founders You plan to develop and launch innovative products, services, processing methods or technologies in Austria. You'll also bring capital to the amount of €30,000 (50 % of which is equity capital). The origin of the money must be proven. | Red-White-Red Card for Startup Founders <i>Rot-Weiß-Rot – Karte für Start-Up-GründerInnen</i> | 24 M | Yes |
| OTHER PURPOSES | | | |
| Pupils You're attending either a public or a private school that is a certified vocational and non-university-level educational institution. | Residence permit - Pupils <i>Aufenthaltsbewilligung – Schüler</i> | 12 M | No |
| Students You've been admitted to a higher education study program in Austria that consists of at least 40 ECTS credits. | Residence permit – Students <i>Aufenthaltsbewilligung – Student</i> | 12 M | Yes |
| Researchers You have academic credentials, which allow access to a post-graduate research program (e.g., a PhD). You must provide a hosting agreement from the research institution. | Settlement permit – Researchers <i>Niederlassungsbewilligung – Forscher</i> | 24 M | Yes |
| Volunteers You are volunteering for an organization that operates within the framework of the European Voluntary Service (EVS). | Residence permit – Volunteers <i>Aufenthaltsbewilligung – Freiwillige</i> | 12 M | No |
| Financially independent people You have enough means to support yourself and wish to settle in Austria without employment. You must generally have proof of health insurance coverage and you have twice the amount of the basic income required for third-country nationals and are subject to a quota system. For individuals: €2,060.98 For married couples: €3,251.42 For each child: €318 (as of 2022) As a retired diplomat, special rules apply. | Settlement permit – Gainful employment excepted <i>Niederlassungsbewilligung – ausgenommen Erwerbstätigkeit</i> | 12 M | Yes |
| Family members You are a family member of an Austrian citizen living in Austria. | Residence permit - Family member <i>Aufenthaltskarte Familienangehöriger</i> | 12+ M | Yes |

HELPFUL LINKS

CHECK APPLICATION FORMS

bmi.gv.at



Verification of personal documents

wien.gv.at



USEFUL TIP!

If your residence permit application requires a meeting with local authorities in Austria, make sure to book a meeting before your departure, to ensure it will take place within the legal period of your travel visa. First time applicants must go in person, in order for their identity to be confirmed.

USEFUL TIP!

Many countries, cities and municipalities require you to de-register your former residency before you leave. Find out what is required in your country of origin.

PROCEDURE

With all the forms available online, your application can be filed to the competent authority in accordance with the applicant's residence. Submitting your first application from within Austria is an exception, granted only in specific cases. Official processing fees increase year on year, and keep in mind that you'll likely need to pay for documents in your country of origin, certified translations, or recognition of qualifications.

REQUIRED DOCUMENTS FOR YOUR RESIDENCE PERMIT

MANDATORY DOCUMENTS

A VALID TRAVEL DOCUMENT

A passport is required. If you apply for a Red-White-Red - Card or Blue Card, it should be valid for 2,5 years, otherwise your residence permit will only be valid until the expiry date of your passport.

A PASSPORT PHOTO OF YOURSELF

It cannot be older than six months and should have the dimensions 45x35mm, according to ICAO rules.

EVIDENCE OF HEALTH INSURANCE*

Those arriving on a Visa D (Nationales Visum) are required to have travel insurance covering at least €30,000. Once you are in possession of a Red-White-Red Card or any other work and residence permit your employer will provide health insurance. For self-employed people, health insurance is automatic once you've declared your anticipated income to authorities, and anyone is permitted to purchase additional private insurance.

EVIDENCE OF ADEQUATE MEANS OF SUBSISTENCE*

These can be pay slips, employment contracts, proof of pension or insurance benefits, investment capital or own assets. The origin of the money must be proven. This also applies if the applicant is supported financially by his or her parents or partner.

EVIDENCE OF TEMPORARY HOUSING

You must provide information in the application form about where in Austria you are planning to live, as this determines which authorities will process your application. If you are planning to move to Austria with your family, you must provide evidence of long-term housing. Don't forget to register and receive your Meldezettel within three days of your stay in Austria!

BIRTH CERTIFICATE

In most cases, it might require diplomatic legalization or a so called Apostille depending on where the document was issued. It must be translated by a court sworn and certified translator, if not issued in English or German.

*Requirements vary depending on the permit

POSSIBLE ADDITIONAL DOCUMENTS

MARITAL STATUS AND CHILDREN

These could include certificates of marriage or registered partnerships, divorce or separation, death certificates, birth certificates, or adoption papers. Each family member is required to have their own residence permit application. If necessary, documents must be translated by a certified and court sworn translator to either English or German. Depending on the country of origin, a diplomatic legalization, or a so-called Apostille might be required.

LANGUAGE CERTIFICATES

Diplomas or course certificates corresponding to the Common European Framework of Reference for Languages (CEFR).

EVIDENCE OF COMPLETION OF A COURSE OF STUDY

Certificates of completed higher education degrees or vocational education or training.

EVIDENCE OF SPECIAL KNOW-HOW OR SKILLS

This could be in the form of testimonials, training reports or work certificates.

EMPLOYER'S DECLARATION OR CONTRACT

In most cases, you need a binding job offer to receive a residence permit. You must provide proof thereof in your application.

POLICE CLEARANCE CERTIFICATE

Although there is not a legal requirement to present a police clearance certificate, third-country citizens are almost always asked to do so. The record should not be older than three months. The document is a *Strafregisterbescheinigung*, a notarized statement from your home country's authorities or most recent country of residence. You may be requested to present more than one certificate, depending on your citizenship(s) and country of residence. If necessary, documents must be translated by a certified and court sworn translator into either English or German. Depending on the country of origin, a diplomatic legalization or a so-called Apostille might be required.

RENEWING YOUR PERMITS

If you plan to renew your permit or change to another residence title, make sure to do it before your current one expires (but no earlier than three months before). As long as you apply for extension on time, you are legally a resident while your application is processed, even if your current permit has expired.

RECOGNITION OF QUALIFICATIONS

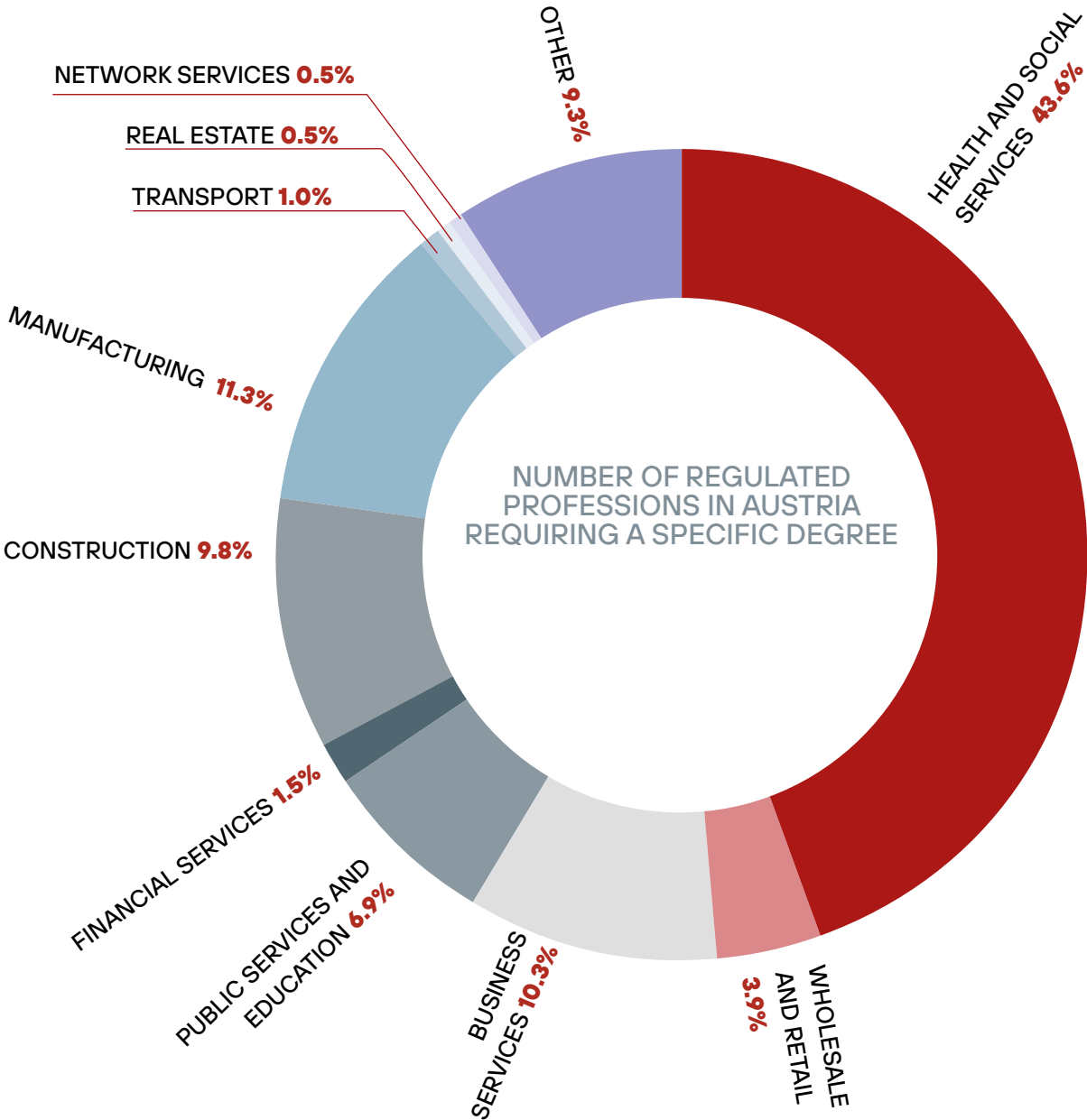
HELPFUL LINKS

AST'S LIST OF QUALIFICATIONS

anlaufstelle-erkennung.at/
[anlaufstellen](https://anlaufstellen.at/)



If self-employed, you will need evidence of certain qualifications as a precondition for practicing a regulated profession. What constitutes a regulated profession varies within the EU, but the list will include doctors, civil servants, teachers, accountants, civil engineers, and architects, to name a few. There are more than 200 regulated professions in Austria, most in health and social services. If yours is among them, you must submit certified copies and sworn translations of all relevant documents. These could be examination certificates, educational qualifications, proof of practical experience, or a master craftsman's certificate. For more information, you can get in touch with AST or assess your situation at Berufsanerkennung.at.



SOURCE: EUROPEAN COMMISSION, "THE EU SINGLE MARKET: REGULATED PROFESSIONS DATABASE", 2021

TYPES OF ACCREDITATION

If you completed your studies within the European Higher Education Area, which has 49 member states, your degree(s) should be easily recognized under the European Credit Transfer and Accumulation System (ECTS). Likewise, with the European Professional Card (EPC) you can work in any of the member states as a nurse, physiotherapist, pharmacist, real estate broker, or mountain guide without seeking renewed accreditation in each country.

SKILLED TRADE CERTIFICATES

With a certificate of proficiency, you can have your skills and experiences recognized by submitting evidence of your craft. If you've completed an apprenticeship in your country of origin, you will need to have it accredited and potentially take additional courses. High school diplomas or college degrees can also be certified from the Federal Ministry of Education, Science and Research.

VALIDATION OF ACADEMIC DEGREES OR DIPLOMAS

Validation is the recognition of your degree's full equivalence with an Austrian one and allows you to hold an academic title in Austria. You must prove why the nostrification is necessary and in the EU, nostrification is not often necessary (except for certain professions such as civil engineers, lawyers, teachers, health professions or in certain trades) or if a professional right has already been acquired. This is possible for applicants from EU/EEA countries as well as for applicants from third-national countries.

ASSESSING FOREIGN UNIVERSITY DEGREES

If your profession is not regulated, but you would like to increase your hireability by having your degrees recognized for employment purposes, an assessment can help to boost your attractiveness.

WHAT IF YOU DON'T HAVE ANY CERTIFICATES?

If you can't provide evidence of your qualifications, you might be able to prove your skills by undergoing an official evaluation. The state also offers tailored courses to help you reach a qualification. People who are unable to provide certificates or evidence through no fault of their own (such as asylum-seekers) can contact the Advisory Centre for Migrants (Beratungszentrum für Migranten und Migrantinnen).

HELPFUL LINKS

EUROPEAN PROFESSIONAL CARD

europa.eu/youreurope



CERTIFICATE OF PROFICIENCY

workinaustria.at



UNIVERSITY VALIDATION

studienpraeses.univie.ac.at



FOREIGN DEGREE ASSESSMENT

aais.at



ADVISORY CENTRE FOR MIGRANTS

migrant.at/sprache/english/



TYPES OF EMPLOYMENT

Austrians generally enter the employment market starting at age 18 at the earliest. However, at 15, it is possible to begin professional training through an apprenticeship. When talking about employees, Austria makes a distinction between salaried employees (*Angestellte*) and workers (*ArbeiterInnen*), as different salary and regulatory frameworks apply. Everyone responsible for general commercial services, office work or higher-level tasks is an employee. Shop assistants are also employees, although they are not white-collar employees.

FULL-TIME EMPLOYMENT (*Vollzeit*)

Any employment between 38.5 and 40 hours per week. Certain collective agreements (*Kollektivverträge*), negotiated by trade unions, have exceptions to full-time employment rules. Once you exceed the 40-hour limit, depending on the agreement with your employer, you may be paid overtime or receive compensatory time-off.

PART-TIME EMPLOYMENT (*Teilzeit*)

In most cases, with the exception of some collective agreements, any number of hours fewer than 38.5 hours per week constitutes part-time employment, so long as the payment is above the marginal employment threshold.

MARGINAL EMPLOYMENT (*Geringfügig*)

Marginal employment constitutes any employment where the salary does not exceed €475.86 per month (as of 2021). The number of hours varies a little, but is often 10 hours per week.

APPRENTICESHIPS (*Lehrlinge*)

Any apprenticeship requires a written contract with a clearly defined timeframe and the approval of the Chamber of Commerce. They are always operated in combination with an educational institution, and are only possible for specific professions.



INTERNSHIPS AND VOLUNTARY WORKERS (*Praktikum und Volontariat*)

Both the timeframe and payment, if any, are flexible. They are under no obligation to perform work and have no claim to remuneration.

FREE SERVICE CONTRACTORS (*Freier Dienstnehmer*)

Free service contractors represent a mixture of employees and self-employed persons. Although they are not part of a company and they do not have a personal dependency on the client, they are not bound to deliver results, unlike every other private contractor. The other main difference is that they are not insured with the social security fund for self-employed persons, but with the one for employees. If you want to work as a free service contractor, make sure you are allowed to choose your own equipment and where you work, and ensure that no single client takes up all of your time for too long.

HELPFUL LINKS**AMS**

ams.at

**QUALIFICATION BAROMETER**

bis.ams.or.at

**LIST OF PROFESSIONAL TERMS**

berufslexikon.at

**EURES**

ec.europa.eu

**AMS' EJOB-ROOM**

jobroom.ams.or.at

**WAFF**

waff.at/en/

**EUROPASS CV BUILDER:**

europa.eu/europass

**ABA - WORK IN
AUSTRIA JOB-PLATTFORM**

www.workinaustria.com



APPLYING FOR A JOB

Austria's public employment service (AMS) is your best starting point for general advice and orientation. In addition to pairing you with potential employers, the agency can give you feedback on your CV, or advice on how to boost your hireability.

JOB ORIENTATION

If you are unsure about the types of jobs you should apply for, AMS offers several web tools, all in German. There is an online orientation tool, as well as one aimed at young people starting out. A qualification barometer lets you follow the latest trends in different professional fields, and a list of professional terms is helpful when navigating native job titles.

JOB SEARCH

If you are a resident of the EU/EEA or Switzerland, you can connect to the AMS via the European Job Mobility Portal (EURES) prior to arriving in Austria for relevant job listings. You can also use any of AMS' platforms, such as the eJob-Room (in German), which allows you to actively search for vacancies (and post your own ads, once you're registered in Austria). The AMS' Jobroboter enables you to set up an automatic search agent that scans the wider web, and AMS's native app brings your job search directly to your mobile.

For third-country nationals you have the option to arrive in Austria without a job offer, with the so-called Job-Seeker Visa, which is valid for a maximum of six months. However, the prerequisites suggest that this type of visa targets only highly qualified workers. To apply for a so-called Job Seeker Visa, which must be applied for at the diplomatic mission before arrival, you must score 70 out of 100 points on a series of criteria, including factors such as level of higher education, language level, research and innovation activities, and special qualifications. The application must be submitted to the Austrian embassy or consulate in the third-country nationals' country of residence. The approval process may take several months.

APPLICATION TIPS

Austrian companies usually require job applications, including your CV (*Lebenslauf*), to be in German. If you're unsure of how to craft your CV, you can use the EU's Europass CV builder or take your cue from some of the AMS' templates. It's traditional to include a photo of yourself as well as your signature, and some companies will ask for your application as a hard copy. In most fields, job interviews will be carried out in German, unless stated otherwise. Austrians appreciate punctuality as well as formality, so if in doubt, do not dress too casually.



EMPLOYEE RIGHTS

SOCIAL SECURITY

SOCIAL PARTNERSHIP

Largely thanks to what Austrians commonly refer to as the “social partnership,” Austria claims to have one of the most productive and motivated workforces in the world. Cooperation among all major economic interest groups and the government was essential for the reconstruction of the country after World War II, and this “social partnership” has remained a bedrock of economic, social, and political stability since. While legislative power is in the hands of the Parliament, Austria’s four largest representative organizations have a considerable influence on the political discourse. They coordinate industrial relations, facilitate agreements that lay out the rights and obligations of workers and employers, so-called collective bargaining agreements (*Kollektivverträge*), and provide various services for their members, such as legal representation.

UNEMPLOYMENT BENEFITS

All employed persons with earnings above the marginal limit (*Geringfügigkeitsgrenze*) is covered by unemployment insurance, once they have been employed for at least 52 weeks out of the past 24 months (or 26 weeks out of the last 12 months for people aged 25 or younger). The monthly amount as of January 2021 was roughly 55% of the average previous net earnings (or up to 80% if the person is entitled to family supplements), and is paid out for at least 20 weeks. For each family member the unemployed supports, they get an additional €29.07 per month. If you don’t manage to find a new job before your entitlements run out, and you can’t cover your essential needs, you can apply for a needs-based minimum income (*Mindestsicherung*) while you get back on your feet. Social benefits are only available to EU/EEA citizens and to third-country nationals with legal residence in Austria.

AUSTRIA’S LARGEST REPRESENTATIVE ORGANIZATIONS:

- × **The Economic Chambers (WKO)**
Represent the interests of Austrian companies and self-employed people.
- × **Chamber of Agriculture (LWK)**
Represents the interests of Austrian farmers.
- × **Chamber of Labor (AK)**
Represents the interests of both Austrian employees and consumers, and acts as a policy think tank.
- × **The Trade Union Federation (ÖGB)**
A labor union subdivided into seven smaller affiliated trade unions that negotiate wages and conditions on behalf of their members.

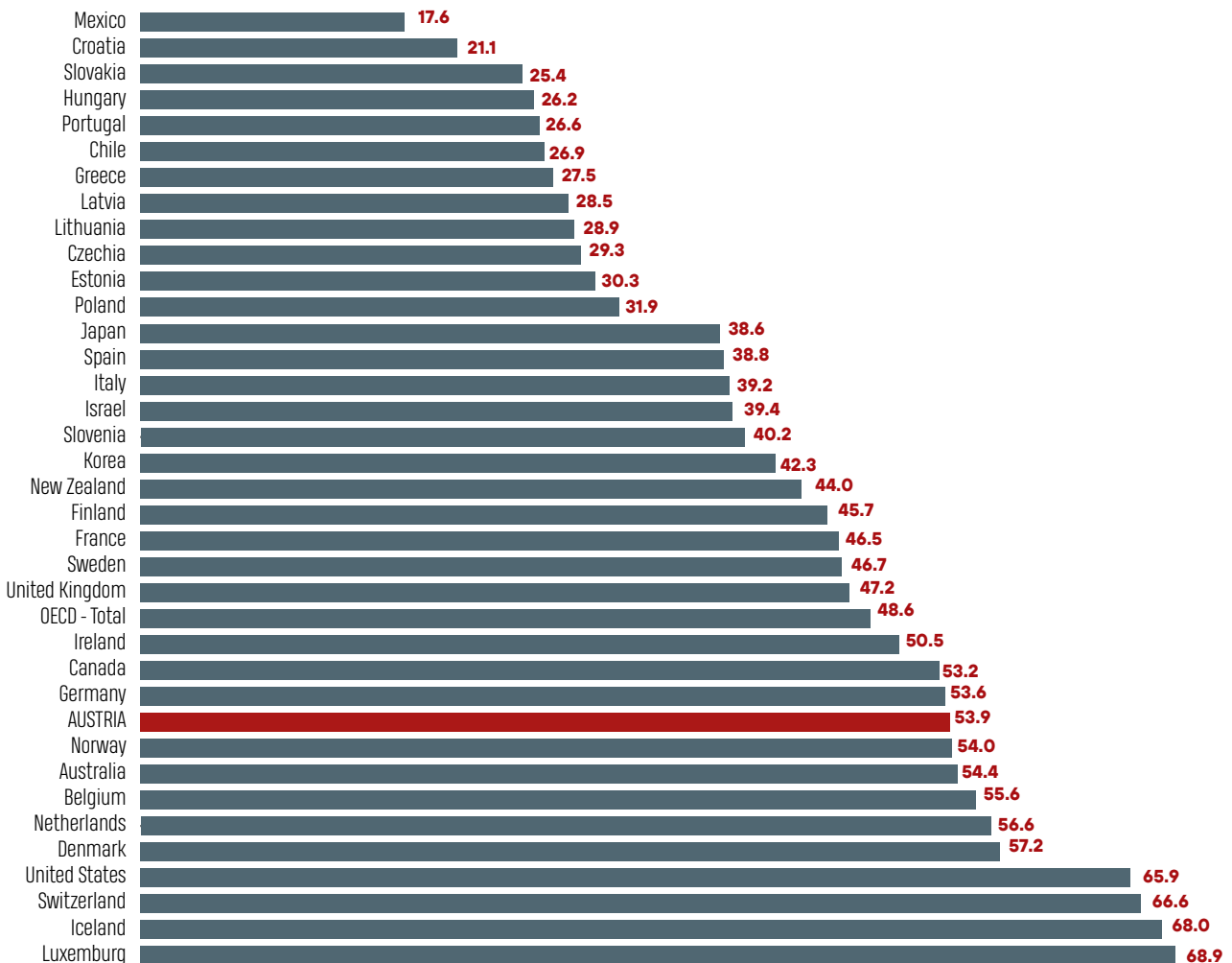
PREGNANCY AND PARENTAL LEAVE

From the moment your employer has been informed of your pregnancy, you may no longer be fired or given your notice up to four months after delivery. Furthermore, during pregnancy and up to 12 weeks following delivery, mothers are not allowed to perform hard physical labor at work. There is a ban on performing any work starting eight weeks before the birth and ending eight to 12 weeks after the birth. Even if the mother wants to keep working during that time, it is not allowed (there are seldom exceptions that require medical approval). If an employer is unable to find suitable work for the expectant mother during this time, she is temporarily excused but continues to be paid in full.

Wages, salaries, and benefits

AVERAGE ANNUAL WAGES IN 2019 ACROSS OECD COUNTRIES (IN THOUSANDS OF DOLLARS)

COLLECTIVE AGREEMENTS



SOURCE: OECD DATA: "AVERAGE WAGES: TOTAL, US DOLLARS, 2019 OR LATEST AVAILABLE"

HELPFUL LINKS

COLLECTIVE BARGAINING AGREEMENT

bma.gv.at/en



LIST OF COLLECTIVE AGREEMENTS

gehaltskompass.at



NET/BRUTTO CALCULATOR

bruttonetto.arbeiterkammer.at



It is estimated that 98% of private-sector employees are covered by collective bargaining agreements, providing a legal framework for minimum wages, annual wage, and salary increases, working hours and terminations. While your collective agreement sets the baseline for your wages or annual salary, you can negotiate additional pay and benefits on top of that in some cases, based on your qualifications and work experience.

SALARIES

In Austria, employees receive 14 salaries per year if it is agreed upon in the contract or the employee is covered under a collective agreement. This effectively means that you receive a double salary twice a year. When these extra payments are made is determined by your collective agreement. Contributions to social security (including unemployment insurance, health insurance and pension) as well as wage taxes, are shared by you and your employer. The share of your gross salary is approximately 40%, of which employees pay 18.12%, and the employer pays 21.23%.

PAID TIME OFF

You are required to take five weeks of paid vacation during each calendar year. When exactly you take these days off depends on an agreement between you and your employer. In addition, you'll be paid in full for the 13 annual official public holidays (*Feiertage*) in Austria. Other public holidays are only celebrated in specific federal states. You are also entitled to several weeks of paid sick leave (*Krankenstand*), paid leave in case of a personal emergency (*Persönliche Dienstverhinderungsgründe*), or care leave (*Pflegefreistellung*) if you must take care of a family member.

PENSION

The current (as of 2021) pensionable age in Austria is 60 for women and 65 for men. There are two main types of retirement pensions: standard old-age pension and early retirement pension. You are entitled to the former if you have reached the required age and have made regular required payments for at least 15 years. Men can, however, claim early retirement pension at 62 if they have worked and made insurance payments for 45 years. As a result, their pensions might decrease by 4.2% to 15% a year. Lastly, you can claim your pension insurance directly in Austria, even if some of your insurance period was spent in other EU or EEA Member States.

WORKING CONDITIONS

TIME IN SERVICE

There is an optional trial period (*Probezeit*) of up to a month, during which both you and your employer can terminate the contract without giving notice. Some contracts also specify a minimum employment period (*Befristung*) that defines how long you must work for your employer before the contract becomes unrestricted (*Unbefristet*). The notice period (*Kündigungsfrist*) the employer has to notify the employee is six weeks. The duration depends on the years of service. Termination cannot discriminate based on gender, ethnicity, religion, age, or disability.

WORKING HOURS

Normal working hours are regulated at between 38.5 and 40 hours per week. Flexible working hours are common, and overtime is usually allowed, either paid out as a surcharge or time-off. As of 2018, employers can negotiate you work up to 12 hours per day or 60 hours per week, as long as the weekly average does not exceed 48 hours over 17 weeks in a row.

EMPLOYMENT CONDITIONS

The Austrian Labor Inspectorate is the leading authority monitoring workplace conditions in Austria and covers a majority of employees. It's responsible for enforcing working hours and rest periods, the protection of pregnant women and nursing mothers, as well as preventing the exploitation of children and young people. Ensuring fulfillment of employment contracts and collective agreements, as well as prevention of wage or social dumping, and illegal employment is carried out by other authorities, such as the Labor and Social Court (*Arbeits- und Sozialgericht*).

WORKERS REPRESENTATION

You have a right to a worker council (*Betriebsrat*) in companies permanently employing more than five people. The Chamber of Labor (*Arbeiterkammer/AK*) as well as trade unions such as the ÖGB, offer their members legal advice and representation in court as well as many other benefits.

PENDLERPAUSCHALE AND PENDLEREURO

Employees may receive a commuting allowance on top of their regular salaries. Who is eligible depends on three things: the distance between the employee's residence and workplace, the accessibility of public transport, and the frequency of the commute. The Pendlerpauschale can either be directly added to the payroll or it can be stated separately in the tax declaration.

HELPFUL LINKS**INVEST IN AUSTRIA**

investinaustria.at



DOING BUSINESS IN AUSTRIA

BENEFITS OF DOING BUSINESS IN AUSTRIA

CENTRAL LOCATION

Austria has an international reputation as a top business location for establishing ties to Southeast and Eastern Europe. More than 1,000 global companies take advantage of Austria's business-friendly conditions and coordinate their operations from here. Austria's geographic location is ideal for connections between Western, Central, and Eastern Europe. This is evident from the amount of talent it attracts from within Europe and its position as the leading flight and freight logistics hub to Eastern Europe.

COST ADVANTAGES

Corporations only pay a flat 25% corporate tax. Additional benefits include an attractive group taxation system, the lack of wealth and trade taxes, cutting-edge trust regulations, and low labor costs.

INFRASTRUCTURE

State-of-the-art transport and telecoms infrastructure ensure fast transfer of goods and information. With more than 2,000 km of highways and freeways, 6,123 km of train tracks and a dense network of air routes, all areas of Central and Eastern Europe are quickly reachable from Austria.

PRODUCTIVITY

With an employment rate of 72.4% in 2020, the level of industrial productivity in Austria is high. The workforce is highly qualified and motivated, thanks to good relations between employers and employees, social security and employee rights.

INCENTIVES

Attractive tax breaks such as the research premium of 14% or other funds provided by the Research Promotion Agency (FFG) or Austrian *Wirtschaftsservice* (AWS), are a few examples for investment incentives.

INTERNATIONAL RESEARCH AND DEVELOPMENT FACILITIES

With roughly 2,800 technologically oriented research and development institutes, as well as more than 60 Centers of Excellence (global leaders in their field), the interests of economy and the scientific know-how are combined.

HIGHEST QUALITY OF LIFE

Thanks to a reliable political and legal system, strong social welfare, as well as high economic output, Austria ranks high by global comparison in most quality-of-life surveys. In fact, IMD's *2021 World Competitiveness Yearbook* ranked Austria 19th, while Vienna topped Mercer's quality of living survey 10 years in a row.

PROSPERITY

As the sixth richest country in the EU, Austrian households rank among the most prosperous in Europe. Despite its relatively small size and number of inhabitants, Austria is a profitable market for international companies with a total GDP of €375.6 billion in 2020, or €42,110 per inhabitant.

EDUCATED FOR THE ECONOMY

A specialty of the Austrian educational system is the close relationship between companies and schools, resulting in effective apprentice programs alongside academic study paths. The country also boasts the eighth highest English proficiency level in the world.

With a high purchasing power and a tight support net for entrepreneurs, Austria offers numerous advantages for business owners and freelancers, and also is a profitable location for international investors.

A large number of service companies with outstanding know-how of Central and Eastern Europe, including the Austrian banking sector, offer businesses an exceptional insight into the region.

In recent years, Vienna in particular has attracted startups and business relocations, competing with established hubs such as Berlin and London. Vienna is also one of the highest-valued working places for managers in the world and has been one of the world's most popular congress destinations for years. More than 1,000 foreign companies have located their coordination headquarters in Austria, and more than 380 regional headquarters of prominent multinational companies operate from Austria. Many things contribute to this trend, such as favorable financial regulations and attractive research promotion incentives that create optimal cooperation between business and science.

Taking on a growing international character, Austria ranks eighth globally in English proficiency, according to the EF English Proficiency Index 2020, and is the seventh most globalized country in the world according to the 2020 KOF Globalization Index. It also offers high social and political stability. No doubt thanks to good relations between employers and employees, labor productivity is high and strike rates are low.

FOUNDING CONDITIONS

WHAT'S YOUR PLAN?

Freelancing: You want to be your own boss and work in self-employment.

Found a business or a startup: You have a business concept that requires partners and in some cases capital.

Open headquarters or a branch office: You run an international company and want to take advantage of Austria's favorable conditions.

Investing: You are intrigued by Austria's startup scene and want to take advantage of favorable trust regulations and group taxation schemes.

SETTING UP A BRANCH OFFICE IN AUSTRIA

Not an independent legal entity, but an economically independent and geographically separated permanent establishment of a foreign company with independent organization and management.

- ✗ The name of the branch must include the name of the foreign company.
- ✗ Branches must be registered in the Companies' Register.
- ✗ A foreign company with its corporate headquarters outside the EU/EEA must have a "permanent representative" with his/her residence in Austria.

WHAT'S YOUR ROLE?

Sole proprietor (*Einzelunternehmer*): You make all the decisions, but also are fully liable for any financial losses.

Fully liable partner (*Komplementär*): You are a partner in a KG and bear full personal liability for any financial losses.

Limited partner (*Kommanditist*): You are a partner in a KG and bear only limited personal liability for any financial losses.

Managing director (*Geschäftsführer*): You are personally liable to a degree, both financially and legally. You can share the risk with someone else, as Austria allows for multiple managing directors.

Shareholder (*Gesellschafter*): Unless you are the managing director as well, your financial liability ends with the sum of money you put into a company.

RESIDENCE PERMIT

In order to start a business in Austria, you'll need a residence permit. Exceptions are made for minority shareholders or members of non-profits, and not all resident permits allow self-employment. As a managing director of a corporation, a secondary seat of residency suffices, as long as you're an EU/EEA or Swiss citizen.

TRADE LICENSE

Most self-employed people in Austria need a trade license (*Gewerbeschein*) in order to legally practice their trade. If one is not required for your line of work, you fall into the category of new freelancers (*Neue Selbständige*). Trade licenses come in two categories: free trades (*Freie Gewerbe*), which require no certificates of competence and licensed trades (*Reglementierte Gewerbe*), which require additional licenses in order for you to be allowed to work. Among licensed trades, regimented trades, and crafts, which do require proof of professional competence, are a subcategory. Some professions, such as medical doctors or pharmacists, are exempt from trade licenses, but require different licenses instead.

STARTUP CONSULTATION

Several public agencies offer free consultation for business founders and owners. Whether you want to run your business plan by a local expert or get information about investment opportunities, market developments or economic conditions, feel free to get in touch with the Austrian Business Agency: **investinaustria.at**. They will answer questions on labor and tax regulations, real estate, funding opportunities, co-working spaces, incubators, and accelerators.

LEGAL COMPANY FORMS

AUSTRIA'S FIVE MOST COMMON LEGAL FORMS

| Name | Short form | Founding costs | Statutory capital | Tax code | Founding partners | Founding complexity | Personal liability |
|--|------------|----------------|-------------------|---|-------------------|---------------------|--------------------|
| Sole proprietorship <i>Einzelunternehmer</i> , when in company register. | e.U. | €0 | €0 | 0-55% progressive tax (on income) | Only 1 founder | ■□□□ | ■ ■ ■ ■ |
| Private limited liability company <i>Gesellschaft mit beschränkter Haftung</i> | GmbH | €3,000 – 5,000 | €10,000-35,000 | 25% corporate tax | 1+ | ■ ■ ■ □ | ■ □ □ □ |
| Open partnership <i>Offene Gesellschaft</i> | OG | €1. – 300 | €0 | 0-55% progressive tax (on partners' profits) | 2+ | ■ ■ □ □ | ■ ■ ■ ■ |
| Limited partnership <i>Kommanditgesellschaft</i> | KG | €1. -1,000 | Flexible | 0-55% progressive tax (on partners' profits) | 2+ | ■ ■ □ □ | ■ ■ ■ □ |
| Association <i>Verein</i> | Verein | €36.80 | €0 | 25% corporate tax (on commercial activity not in direct relation to the goal of the organization. | 2+ | ■ ■ ■ □ | ■ ■ ■ ■ |

The most common legal forms in Austria are sole proprietorships (*e.U.s*), private limited liability companies (*GmbHs*), open and limited partnerships (*OGs and KGs*), and associations (*Vereine*). While there are 11 legal forms to choose from in total, many only make sense under specific circumstances or within the arena of big business.

SOLE PROPRIETORS (*EINZELUNTERNEHMEN*)

Mostly used by freelancers or companies led by a single person. With full personal liability, it's a high-risk, but potentially high-reward proposition. There are two legal forms available for sole proprietors, including *Neue Selbständige*, but you can apply for several exemptions (e.g. from paying value-added tax) depending on your income.

PARTNERSHIP ENTITIES (*PERSONENGESELLSCHAFT*)

These formats allow for a flexible agreement between partners, without the need to invest specific statutory capital. The most common forms are general partnerships (OGs) and limited partnerships (KGs). A civil law partnership (*GesbR*) is ideal for combining two or more companies for a time-limited period for the achievement of a specific goal, while a dormant partnership (*stG*) entitles you to a share of profits or losses, without being officially associated with the business.

INCORPORATED ENTITIES (*KAPITALGESELLSCHAFT*)

Usually partner-based as well, these forms require statutory capital upon founding, which usually sets the upper limit of a partner's financial liability. The most common format is the limited liability company (*GmbH*), while a stock corporation (*AG*) is chosen when trading publicly. Likewise, *Societas Europea (SE)* only makes sense if you want to operate a single company across several EU countries.

OTHER LEGAL ENTITIES (*VEREINE, GENOSSENSCHAFTEN UND STIFTUNGEN*)

Apart from the private foundation (*Privatstiftung*), these entities are used for non-profit activities such as co-ops, associations, and charities. The formats available are associations (*Vereine*) and co-ops (*Erwerbs- und Wirtschaftsgenossenschaften*).

HELPFUL LINKS

VAT INFORMATION

wko.at



FOUNDING STEPS

HELPFUL LINKS

MOBILE PHONE SIGNATURE
AND CITIZEN CARD

buergerkarte.at/en/



The five most common legal forms all share five founding steps, but some require additional procedures. In some instances, you'll need to physically file your paperwork or consult with lawyers and notaries, while other steps can be completed online with an electronic confirmation of your ID.

MANDATORY STEPS FOR ALL LEGAL FORMS



ADDITIONAL STEPS FOR PARTNERSHIPS AND INCORPORATED ENTITIES

ARTICLES OF ASSOCIATION (GESELLSCHAFTSVERTRAG)

As the prerequisite for any partnership, corporation or association, the articles of association create the framework for each partner's rights and obligations to one another.

SHAREHOLDER RESOLUTION (GESELLSCHAFTERBESCHLUSS)

If not already outlined in the articles of association, this is where shareholders appoint the company's managing director(s).

BANK CONFIRMATION (BANKBESTÄTIGUNG)

If your legal form requires statutory capital upon founding, you'll need to provide a payment confirmation from your bank.

COMPANY REGISTER (FIRMENBUCH)

The *Firmenbuch* is a register of Austrian companies and gives them their legal status. If you run an OG, KG, GmbH, AG, Coop, or SE, you are required to register immediately upon founding.

OTHER POTENTIAL STEPS

SOCIAL INSURANCE FOR EMPLOYEES (SOZIALVERSICHERUNG)

If you plan to hire employees from the get-go, they'll need to be insured with the Austrian Health Insurance Fund (ÖGK) upon founding.

MUNICIPAL TAX (KOMMUNALSTEUER)

If you're hiring, you'll need to notify your city or municipality. Your tax adviser usually takes care of this.

ZONING PERMITS (BETRIEBSANLAGENRECHT)

If your business requires a certain type of location (such as a restaurant), you'll need additional permits.

HELPFUL LINKS

MINIMUM TURNOVER CALCULATOR

wko.at



COST COMPETITIVENESS

Compared to countries inside and outside the EU, Austria fares well in most common categories of business expenses. Ultimately, budgeting your costs will depend on your legal form, operational scope and field of business. For a better idea of what your costs might be, have a look at the WKO's *Mindestumsatz-rechner* (minimum turnover calculator) or its Plan4You portal.

GENERAL FACTS ABOUT TAXATION, ACCOUNTING AND SOCIAL INSURANCE IN AUSTRIA

TAXATION IN AUSTRIA

- ✕ No wealth tax
- ✕ No trade tax
- ✕ No property tax

VALUE-ADDED TAX: 10% - 20%

VAT in Austria is usually taxed at 20% but, depending on your field of operation, the rates may be lower.

INCOME TAX: 0% - 55%

A progressive income tax applies to all sole proprietors. The annual tax threshold is at an income of €11,000.

CORPORATE TAX: 25%

If you form an incorporated entity (*Kapitalgesellschaft*), your company will be subject to a flat corporate tax of 25%. Your personal profits as a partner will be taxed at a flat rate of 27.5%.

MUNICIPAL TAX: 3%

For every employee you pay a minor contribution to the municipality in which your company is registered.

ACCOUNTING

INCOME AND EXPENDITURE

You record everything that comes in and everything that goes out. The bill from your tax adviser depends on the scope of your activities.

LUMP SUM

If your annual revenue stays below €220,000, you can opt to have 6% - 12% of it evaluated as your deductibles. If it dips below €35,000, this percentage rises to 20% - 45%.

DOUBLE-ENTRY

If your annual revenue exceeds €700,000.00 two years in a row, or you operate an incorporated entity (*Kapitalgesellschaft*), you'll need to adhere to double-entry bookkeeping.

SOCIAL INSURANCE

MANDATORY SOCIAL INSURANCE

If your profit exceeds €5,710.32 per year, the social security contribution is always proportional, however, in the first two years of business, the self-employed person can opt to pay only the minimum. In the third year of business, the accounts will be balanced out based on the tax assessments from year one and two, and there will be back payments.

REDUCED SOCIAL INSURANCE

If your annual profit is below €5,527.92 or your revenue less than €35,000, you can apply to have your insurance premium reduced for health insurance and accidental insurance.

You are obliged to contribute toward an employee's social security as a part of salary payments.

EFFECTIVE TAX BURDEN

With a flat 25% corporate tax, Austria is one of the most business-friendly countries in the world, despite steep competition from Eastern Europe. With this figure dropping to 22.5% when looking at the effective tax burden, Austria offers more favorable conditions than Luxembourg, Germany, and France. Attractive group taxation schemes and tax agreements make conditions even more favorable for investors and international companies.

LOCATION COSTS

Beating Prague, Warsaw, Berlin, Amsterdam, Zurich, and Paris, Vienna's annual, all-inclusive office rental price is €366.32 per square meter per year, according to Global Prime Office Occupancy Costs 2019. Globally, Hong Kong, London, and New York are the most expensive office markets. For freelancers and startups, there is no shortage of coworking and shared workspaces. If you plan to work from home, in most cases up to 20% of the sales tax paid for this apartment is tax deductible.

LABOR COSTS

Labor costs are an important indicator of cost competitiveness and play a key role in choosing a location for your business. Wage and salary costs in Austria are in a good midrange compared to other Western European countries, due to relatively fair costs of living for employees. Payroll-related costs, such as employers' contributions to social security, are above average, however, and add approximately 33% to salaries.

A breakdown of payroll costs based on a gross salary of €4,000 per month. The remaining social security contributions and wage tax are shouldered by your employee (see Employee rights, p 106)

USEFUL TIP!

For salary subsidies, contact AMS or WAFF. If you filed the NeuFö2 form requesting new business-related reduction in fees upon founding, you're entitled to discounts on your employer costs for employees hired within the first 35 months.

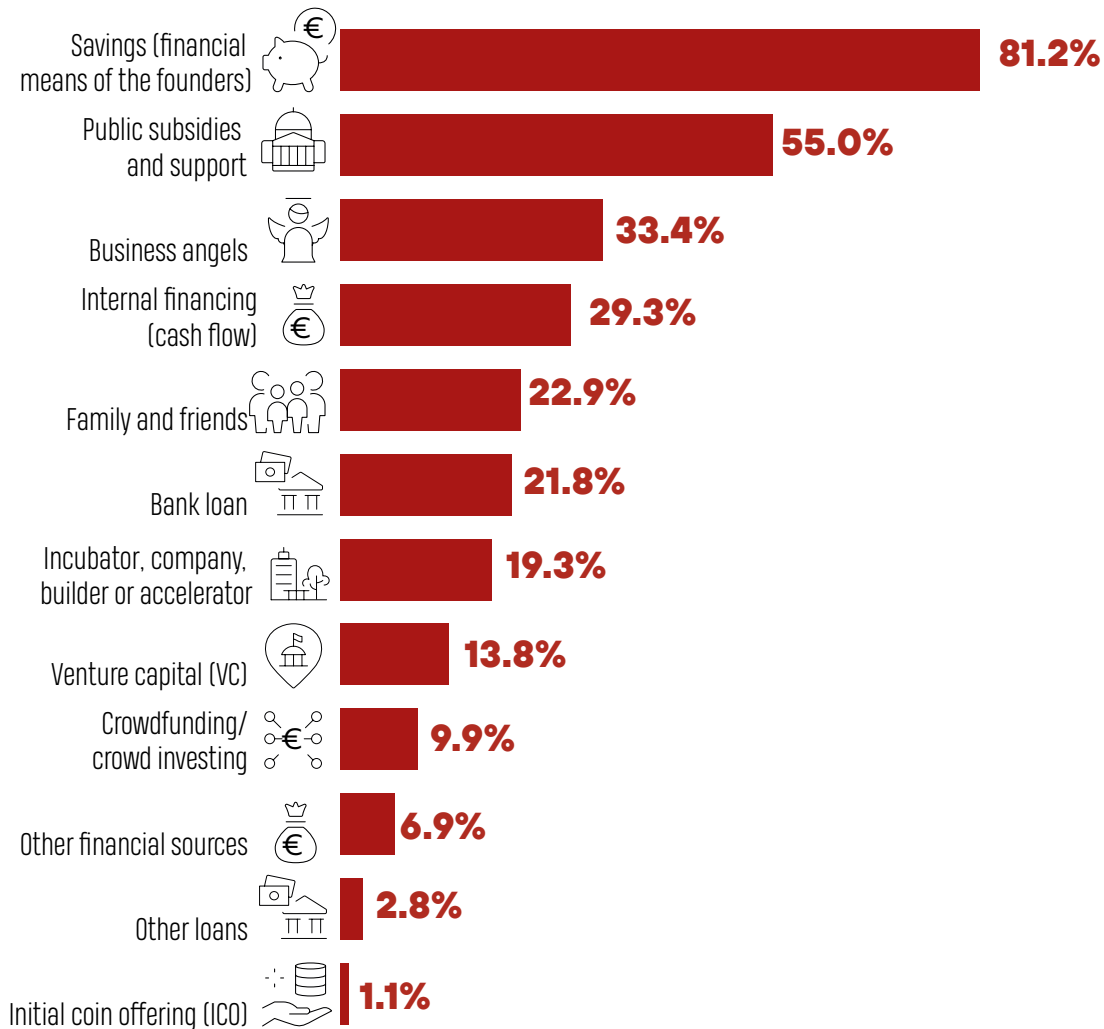
| | |
|---|--------------------|
| Gross salary x 14 months | € 56,000.00 |
| Social insurance contribution | € 10,067.20 |
| Employer contributions (<i>Dienstgeberbeitrag</i>) | € 2,184.00 |
| Employer surcharge (<i>Dienstgeberzuschlag</i>) | € 212.80 |
| Municipal tax | € 1,680.00 |
| Employee pension fund (<i>Mitarbeitervorsorgekasse</i>) | € 324.80 |
| Your total costs per year | € 72,782.40 |

Another aspect of the Austrian salary system is the payment of the 13th and 14th months, if you are part of a collective contract. This effectively means you pay a double salary twice a year. For more information on the different types of employment, the marginal earnings limit (*Geringfügigkeitsgrenze*), and your various obligations toward your employees (see Wages, salaries, and benefits, p 107).

ACCESS TO FUNDING AND FINANCING

For Austrian startups and young, innovative SMEs (small and medium-size enterprises), founders' private savings, public subsidies, and business angel investments are the most frequent sources of financing. Traditional SMEs, on the other hand, rely mainly on credit lines, bank loans, and grants.

FUNDING SOURCES FOR AUSTRIAN STARTUPS



SOURCE: AUSTRIAN NATIONAL BANK: "FUNDING GROWTH AND INNOVATION IN AUSTRIA – FINANCING CONDITIONS FOR SMES AND START-UPS"

BANK LOANS AND GRANTS FOR SMALL TO MEDIUM-SIZE ENTERPRISES

Whether you're after operating loans, investment loans, or microcredits, Austria compares favorably to fellow EU nations. The country's universal banking system offers tailored services for retail, commercial, and investment activities. Lending and interest rates are historically low and public promotional banks such as the AWS further help startups and SMEs with access to soft loans (via the ERP-Fund) and to various credit guarantee programs, designed to increase your chances of getting a bank loan.

23% OF AUSTRIAN SMES APPLIED FOR A BANK LOAN IN 2018

- ✗ 82% received the full amount they applied for.
- ✗ 13% did not receive the fully planned financing volume.
- ✗ 2% of applications were rejected.
- ✗ 4% of Austrian SMEs had not applied for a bank loan because of fear of rejection.
- ✗ 5% confirmed that access to finance is their most pressing concern.

PRIVATE BUSINESS LOANS (BANKS) IN 2018

- ✗ €64.4 billion in total (all company types)
- ✗ €8.182 billion for (SMEs)

PUBLIC BUSINESS LOANS (GOVERNMENT) IN 2018

- ✗ €1.3 billion in total
- ✗ €545 million government direct loans
- ✗ €441 million government-guaranteed loans
- ✗ €301 million government loan guarantees

SOURCE: OECD, "FINANCING SMES AND ENTREPRENEURS 2020: AN OECD SCOREBOARD"

INVESTMENT CAPITAL

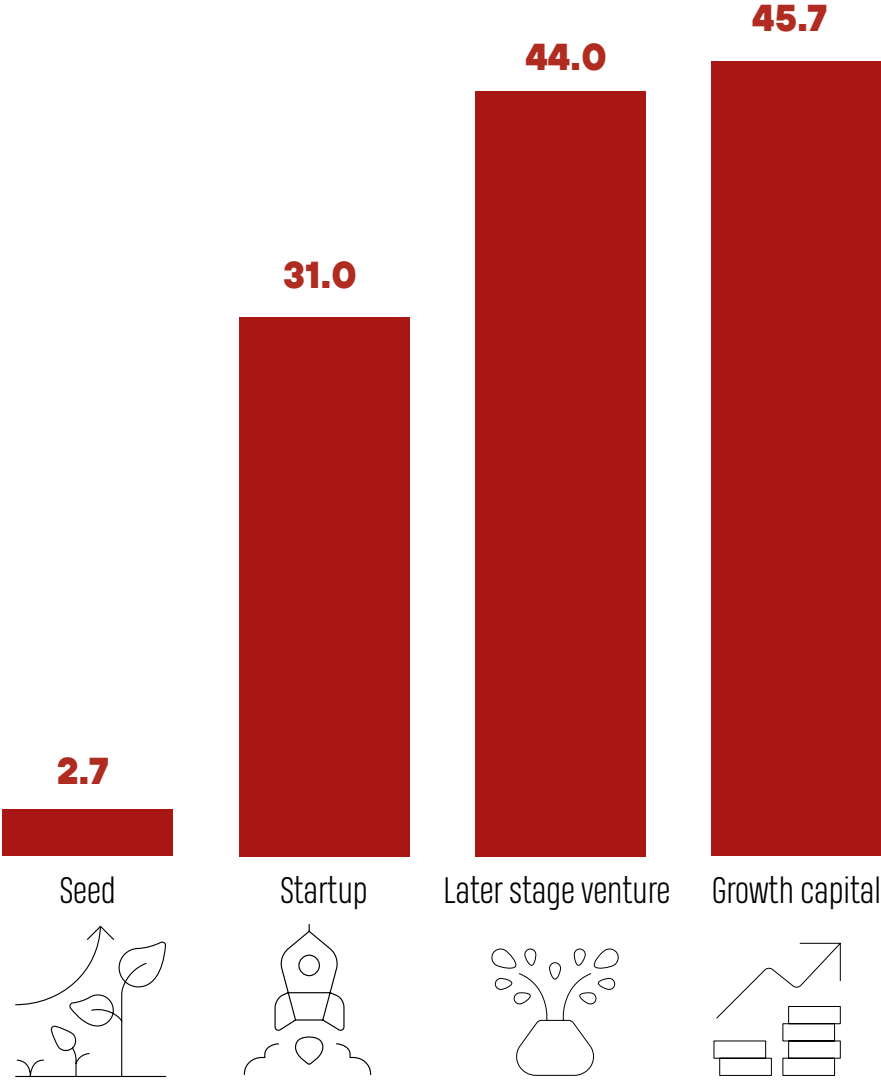
As it's more difficult to anticipate the performance and stability of startups and innovative SMEs, they usually rely on risk and venture capital in the form of equity, as opposed to bank loans. In 2018, a total of €123.4 million were invested in Austrian startups and SMEs. For investment volumes of €20,000 and higher, business angels are your best bet, while venture capital is generally sought after above an investment volume of €400,000. The AWS helps with both scenarios in terms of direct investments and by doubling the equity holdings of business angels through co-investments. Alternatively, you could look into several crowdfunding and crowd investing platforms specific to Austria.

INCUBATORS AND ACCELERATORS

Placed somewhere between networking, mentoring, and financing, incubators and accelerators can be a crucial step for safely hatching ideas or scaling up your business. With two public programs available, the Global Incubator Network Austria (GIN) aims to connect Austrian and international startups, investors, incubators, and accelerators, while INiTS (Universitäres Gründerservice Wien) focuses on spin-offs and startups resulting from academic research and development. Austrian Business Agency (ABA) also curate lists of various private programs.

VENTURE AND GROWTH CAPITAL INVESTMENTS IN AUSTRIA

(By investment stage, in EUR million)



SOURCES: OECD: FINANCING SMEs AND ENTREPRENEURS 2020: AN OECD SCOREBOARD AND INVEST EUROPE 2019

PRIVATE ASSOCIATIONS

Austrian Angel Investors Association (AAIA)

Austria's leading network for angel investors.

Austrian Private Equity and Venture Capital Organization (AVCO)

The national association for Austria's venture capital and private equity industry.

USEFUL TIP!

The AMS' founders program helps unemployed people transition toward self-employment.

The WKO and Erste Bank host Austria's largest business plan competition, i2b, which comes with a cash prize and consultation.

PUBLIC PROMOTION AND FUNDING AGENCIES

Austrian Research Promotion Agency – FFG (*Die Österreichische Forschungsförderungsgesellschaft*):

Owned and operated by the Republic of Austria, the FFG is responsible for promotion, support and funding of applied research and innovation in fields ranging from information technology, life sciences, aeronautics, and space.

Austrian Promotional Bank – AWS (*Austria Wirtschaftsservice*):

Owned and operated by the Republic of Austria, the AWS is a federal development and financing bank, funding and connecting startups and SMEs while they develop their ideas, start up or expand sustainably.

PUBLIC GRANTS AND SUBSIDIES

With over €1 billion granted so far, Austria's Public Promotion Bank (AWS) funds start-ups and SMEs. Whether you're in a pre-founding phase or hoping to get an innovative prototype to market, you can try your luck with a variety of programs focused on creativity, digital change, energy, or climate, to name a few. If your company is involved in research and development, the Austrian Research Promotion Agency (FFG) offers assistance through funding, consultancy, and tax credits. By partially absorbing the financial risks involved in research, the FFG actively supports the development of new products, services and know-how (see incentives, p 110)

EASE OF DOING BUSINESS

The Austrian capital market has seen significant modernization, legally and technically. International investors have unrestricted access to the Austrian market, which offers enterprises a wide range of financing possibilities as well as banking secrecy. In some cases the Investment Control Act requires approval from the Ministry for Digital and Economic Affairs. In terms of foreign direct investment (FDI), Germany, Russia, and the US lead, with over half of Austria's FDI stock. Switzerland, Italy, the UAE, Japan, and the UK follow closely behind, with investments concentrated in professional, technical, scientific and administrative activities, as well as finance and insurance, real estate, trade, pharmaceuticals, and the manufacturing of transport equipment.

FOREIGN DIRECT INVESTMENT FLOWS INTO AUSTRIA IN 2019:

- × €3.8 billion foreign direct investment inflows
- × €8.7 billion foreign direct investment outflows

THE BANKING SYSTEM

Austrian banks are historically organized into trade associations according to sectors. This structure is still in place but only a few differences remain between individual banks' business models.

Austria's banking system is universal, providing comprehensive services for retail, commercial and investment activities. Multilayered and flexible, the system offers a high degree of risk reduction and adaptability. Since the early 1990s, Austrian banks have gradually expanded to virtually all CEE and SEE countries – in part due to geographical proximity and historical ties.

Single-tier banks: Joint-stock banks, housing construction banks, specialized credit institutions and mortgage banks. **Two-tier banks:** Savings banks and Volksbanken.

Three-tier banks: Raiffeisen banks

FINANCIAL MARKET SUPERVISION

The ECB: The European Central Bank (Europäische Zentralbank) directly supervises the most significant Austrian banks, including the OeNB.

The OeNB: The Austrian National Bank (Österreichische Nationalbank), in turn, supervises Austrian banks and monitors the country's general financial stability through on-site inspections and analysis.

The FMA: The Austria Financial Market Authority (Österreichische Finanzmarktaufsicht) is responsible for the supervision of insurance companies and pension funds, as well as security regulations.

The BMF: The Austrian Ministry of Finance (Bundesministerium für Finanzen) is responsible for drafting bills and converting EU financial law into Austrian legislation.

DID YOU KNOW?

No wealth, trade or property taxes: Tax burdens such as trade, wealth or property taxes, quite common in other countries, do not currently exist in Austria.

Group Taxation: By offsetting profits against losses within a group, a parent company is only subject to taxes on the net business results of the entire group. More than 4,500 groups and a total of 18,000 companies already profit from Austria's attractive regulations on group taxation.

Double taxation agreements: More than 90 agreements exist between Austria and other countries, eliminating international double taxation of income and property.

THE NATIONAL STOCK EXCHANGE

Founded in 1771, the national stock exchange (Wiener Börse) operates both the Vienna and Prague exchanges. Valued for its unique CEE knowledge, it collects and distributes stock market data and calculates the region's most important indices. In addition to traditional exchange operations, the Börse provides other CEE exchanges with market infrastructure, IT services, data vending, and index calculation. Its leading index is the Austrian Traded Index (ATX), which tracks price trends of blue-chip stocks in real time. The largest volume of both commodity and securities exchanges is generated through international trading participants.

TAX INCENTIVES FOR RESEARCH AND DEVELOPMENT

In recent years, tax incentives have mainly centered on research and development. Starting in 1998, several programs have been implemented to build up key research competences and strengthen cooperation between science and industry. The best known of these, COMET (Competence Centers for Excellent Technologies), was launched in 2006 and has since been internationally recognized as a best-practice model. For several years, a so-called research premium has been offered to companies conducting research, enabling them to claim 14% of their research and development expenditures for tax purposes. Your success will largely depend on how well connected you are within your own field as well as the wider business community. Whether you want to keep your finger on the pulse or find new partners or collaborators, it's important to know where to turn. Aside from privately organized events, groups and associations, several public entities are responsible for advising, funding, and representing and connecting entrepreneurs.

FUTURE ADVANTAGES

In coming years, a further simplification of regulations, reduction of personal and corporate income taxes, the cementing of Austria as an international digitization force and updated corporate forms better suited to the needs of startups will make Austria even more attractive as a business location.

NETWORKING AND SUPPORT

USEFUL TIP!

The After Work Network, organized by Junge Wirtschaft, takes place every first Tuesday of the month and provides young entrepreneurs with a chance to connect on eye-level with representatives of various industries.

Female entrepreneurs running businesses or planning to found one in Austria can connect to Vienna Business Agencies' Female Founders lab or the WKO's Frau in der Wirtschaft (Woman in Business).

EVENTS AND WORKSHOPS

The Austrian Business Agency (ABA) has a handy overview of recurring events in Austria, both publicly and privately organized. They also organize internal talks, events, and workshops. ABA, AWS, and the WKO also organize a variety of activities on a regular basis.

MATCHING SERVICES

If you're looking to partner with other companies, the WKO's *Kooperationsbörse* or *Netzwerke* are good places to start. You could also have a look at Advantage Austria or AWS' Connect – a matching service for businesses and investors, connecting you with 1,600 registered users – the largest independent innovation network in Austria.

IMPORTANT CHAMBERS AND AGENCIES

AUSTRIAN ECONOMIC CHAMBERS – WKO (WIRTSCHAFTSKAMMER ÖSTERREICH)

The federal parent organization for Austria's local state chambers, divided into seven industry sectors and again divided into 93 trade associations of various Austrian industries. Every self-employed person with a trade license pays a yearly membership fee in return for various services and support. Every registered profession (*Gewerbe*) is represented within the WKO as a guild or a board. A member of this profession may have direct influence by voting for your preferred leadership, which in turn lobbies on behalf of your field.

AUSTRIAN BUSINESS AGENCY – ABA (ÖSTERREICHISCHE INDUSTRIEANSIEDLUNGS- UND WIRTSCHAFTSWERBUNGSGMBH)

Owned and operated by the Republic of Austria, ABA is the first point of contact for foreigners aiming to establish businesses in Austria.

HELPFUL LINKS

ABA EVENTS
workinaustria.at



AWS events
aws.at



WKO events
wko.at



WKO's Kooperationsboerse
firmen.wko.at



Netzwerke
wko.at



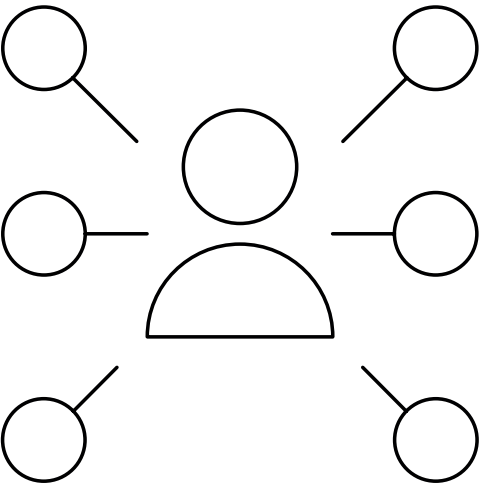
Advantage Austria
advantageaustria.org



AWS CONNECT
aws.at



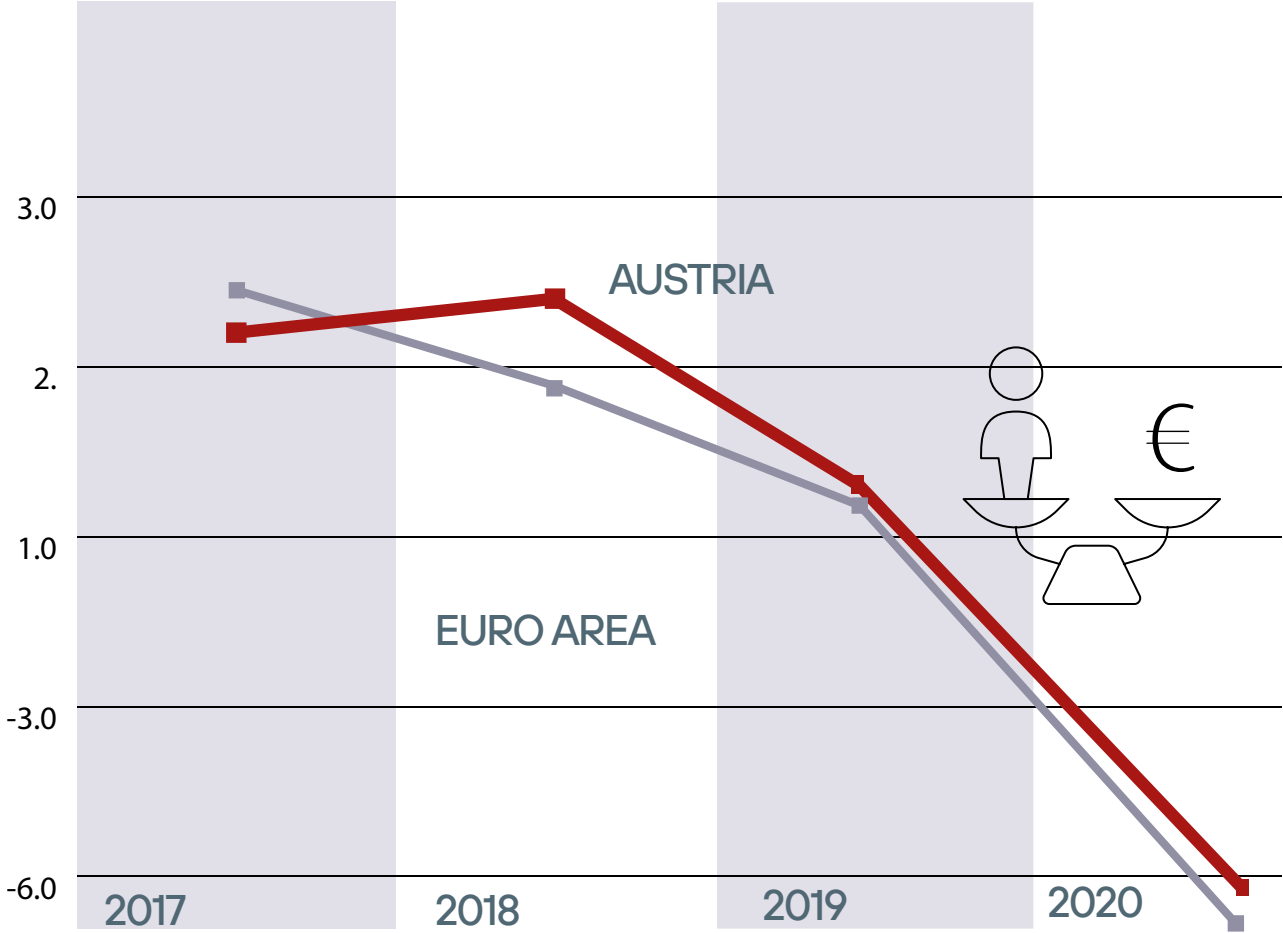
FEMALE FOUNDER'S LAB
viennabusinessagency.at



ECONOMIC OUTPUT

According to Eurostat, Austria’s economic output was 39.9% higher than the EU average in 2019 and its GDP performance ranks sixth, surpassed by Luxembourg, Ireland, Denmark, Sweden, and the Netherlands. Labor and other major measures of productivity are high. With a low unemployment rate, Austria takes a top position worldwide and has a large pool of skilled labor.

GDP GROWTH PERCENTAGE CHANGE ON PREVIOUS YEAR

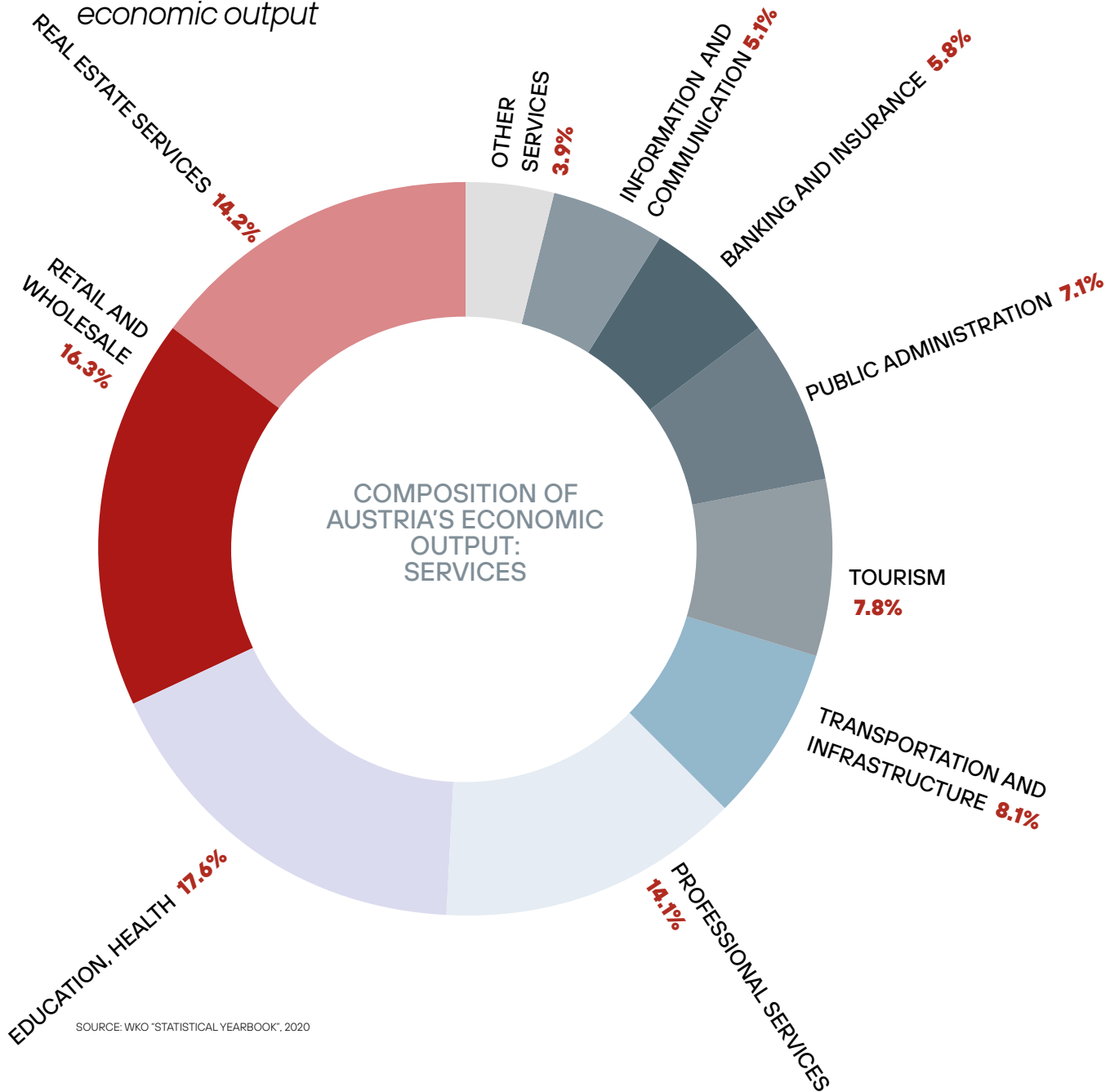


SOURCE: EUROSTAT: REAL GDP GROWTH - VOLUME, 2021

SERVICES

The service sector makes up the lion's share of Austria's annual GDP. The largest sectors deal with social services, such as health and education, retail and real estate. Austria's tourism industry also ranks high, along with transportation, public administration, banking, insurance, IT, and other professional services.

Services are a 70% share of Austria's total economic output

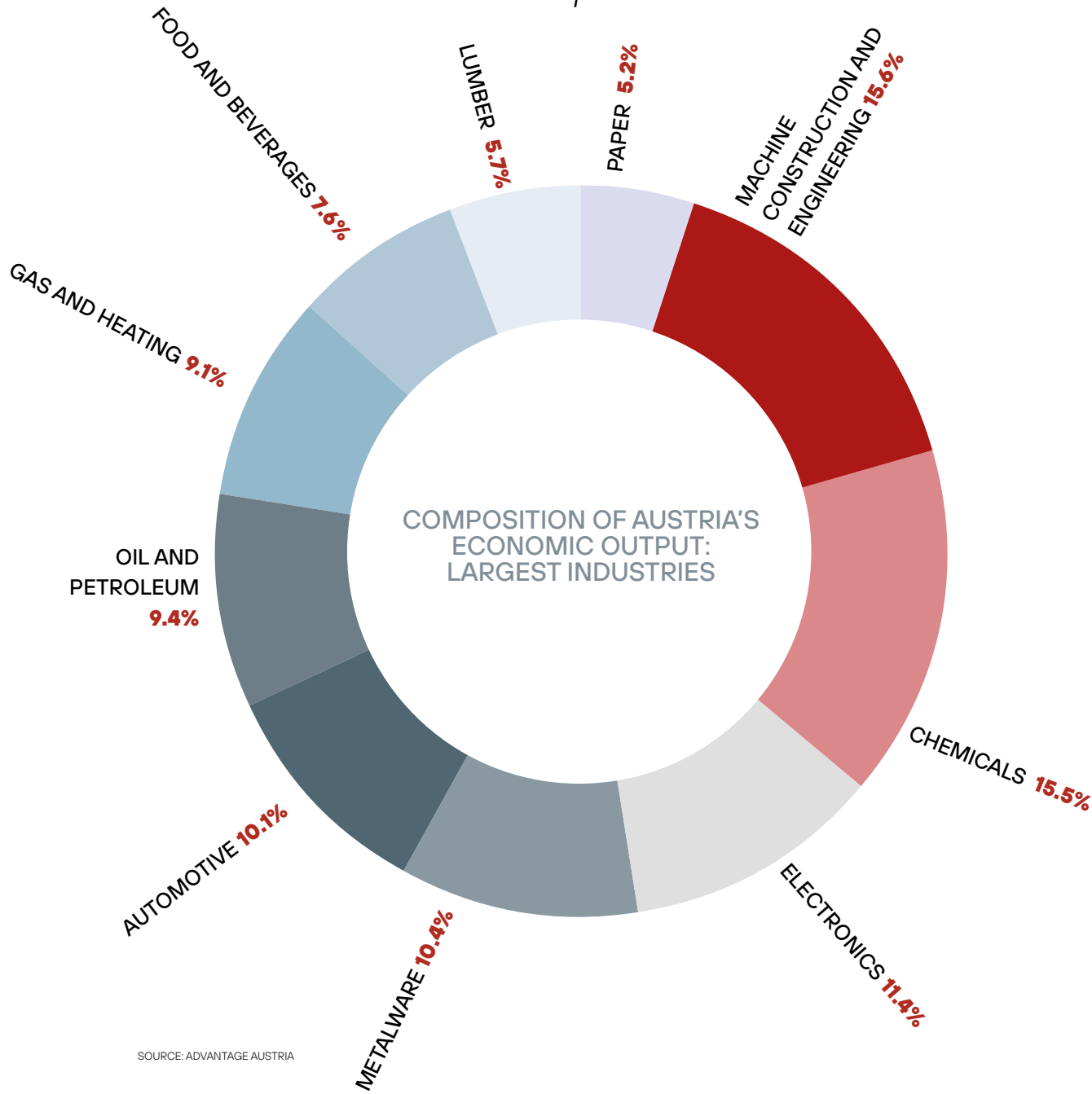


SOURCE: WKO "STATISTICAL YEARBOOK", 2020

INDUSTRY

The most important industries in Austria relate to the production of food and drink, mechanical and steel engineering, chemical and automotive manufacturing, electrics and electronics, and the production of wood, pulp, and paper. Austria can draw on an abundance of natural resources, such as forests, metals, minerals, oil, and coal.

Industry is a 28.8% share of Austria's total economic output

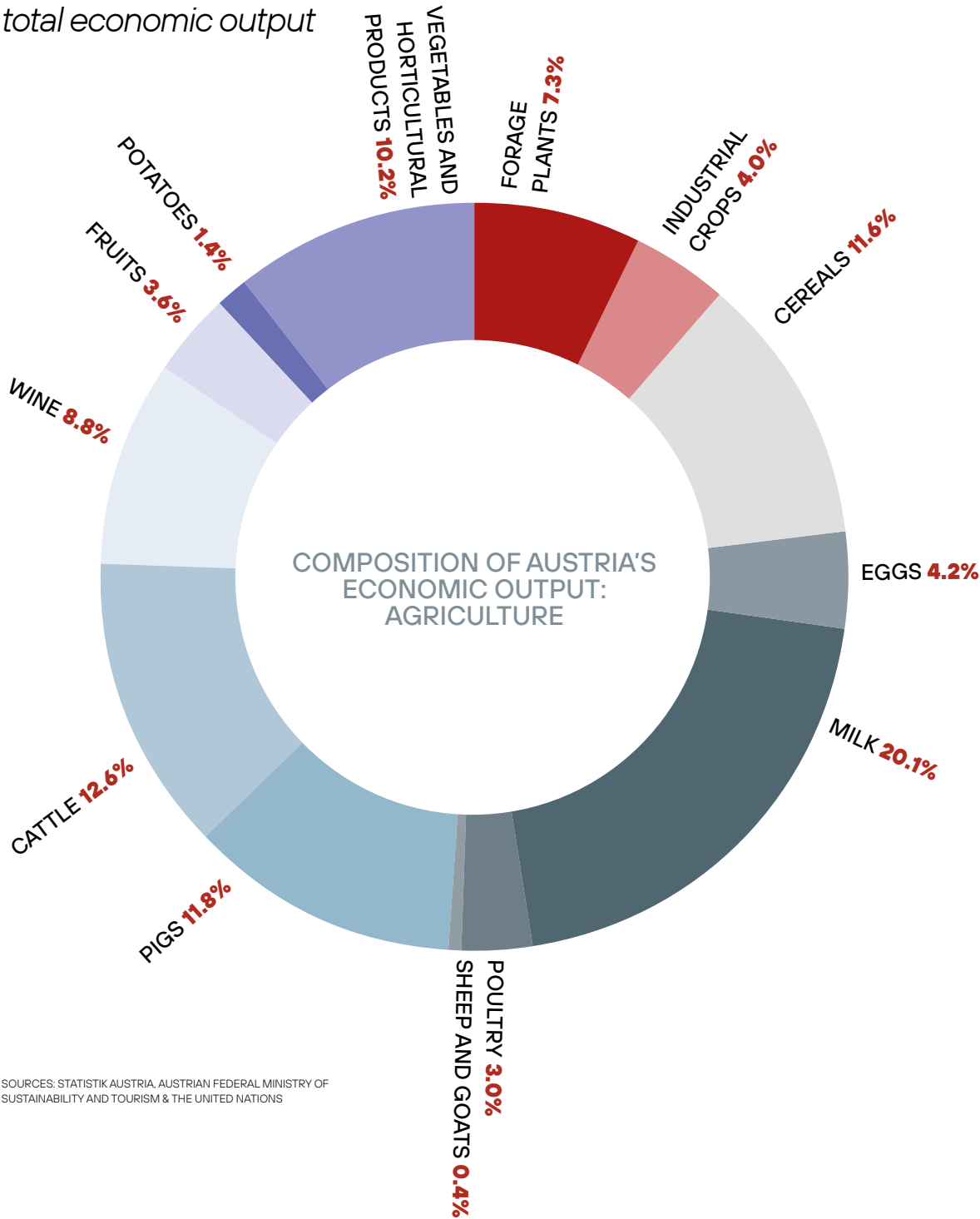


SOURCE: ADVANTAGE AUSTRIA

AGRICULTURE

With 3.26 million hectares of land dedicated to agriculture, Austria produces a range of agricultural products from grains and cheeses to pumpkin seed oil and wine. Its main export markets are Germany, Italy, and Switzerland. In recent years, the share of organic farming has increased to 22% – a leading position among EU member states.

Agriculture is a 1.3% share of Austria's total economic output



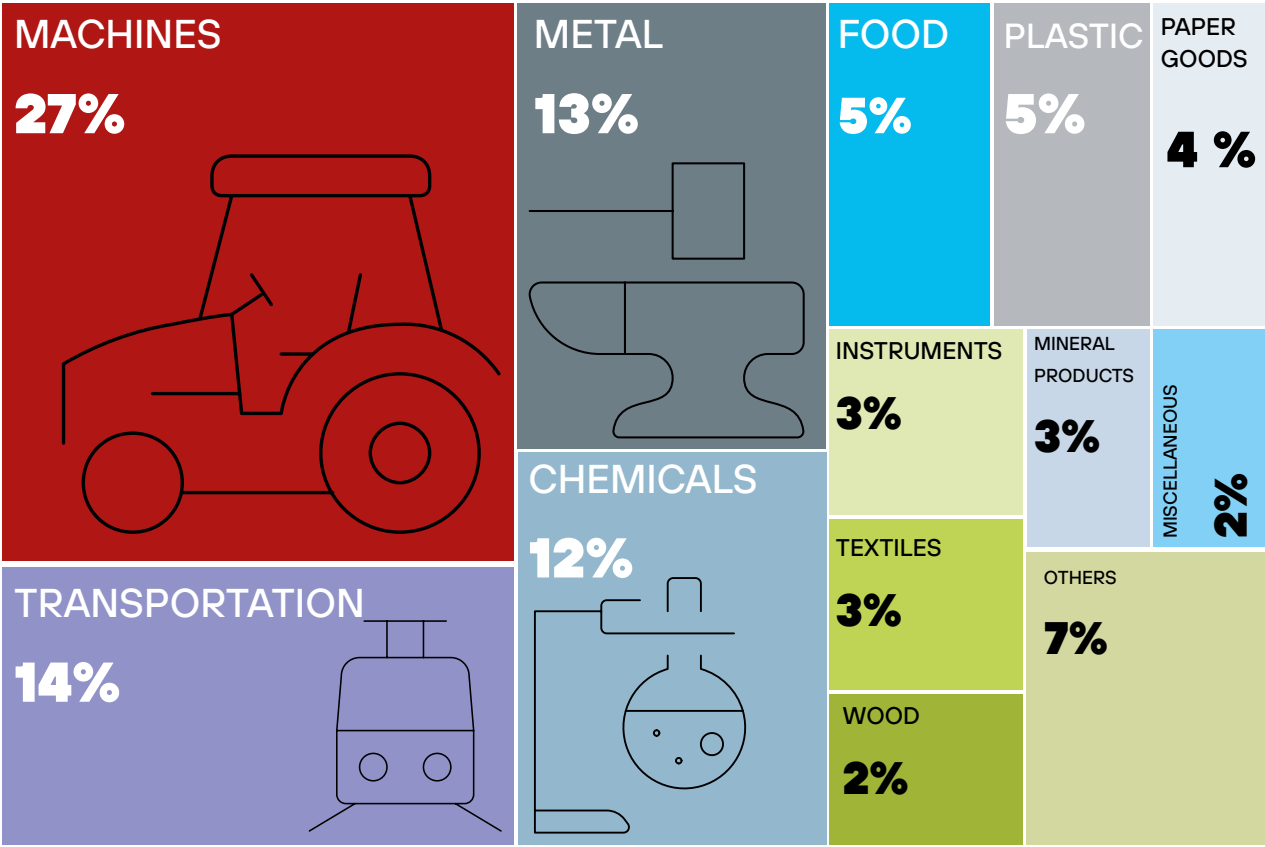
SOURCES: STATISTIK AUSTRIA, AUSTRIAN FEDERAL MINISTRY OF SUSTAINABILITY AND TOURISM & THE UNITED NATIONS

LABOR AND EXPORTS

According to the EU Commission, Austria ranks among the top performers in the EU when it comes to labor productivity per employee, surpassing industrial powerhouses like France, Germany, Italy, and Great Britain. The key to this success is a highly motivated and qualified labor force, thanks, in part, to a strong social contract between industry, business and unions (see Social Partnership, p 36). Austrian workers show a very high level of loyalty to their employers, and identify strongly with their company goals, resulting in high employee satisfaction and a low strike rate. On average, only two working days were lost for every 1,000 employees annually due to strikes from 2008 to 2016, an achievement only surpassed by Switzerland, Slovakia, and Japan.

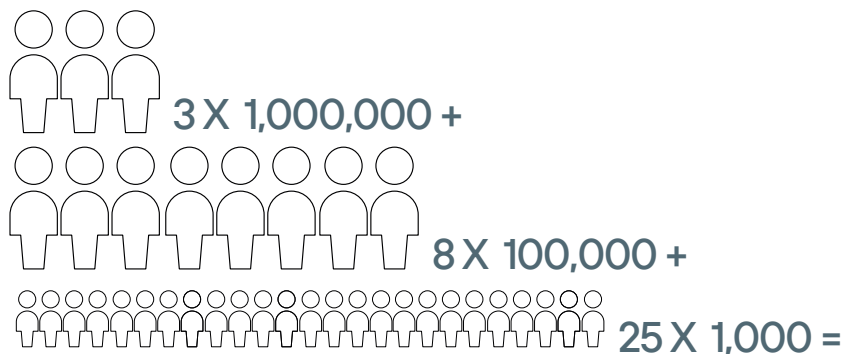
MAJOR EXPORTS FROM AUSTRIA IN 2019 (TOTAL €144.5 BILLION)

AUSTRIA'S TOP EXPORT PRODUCTS

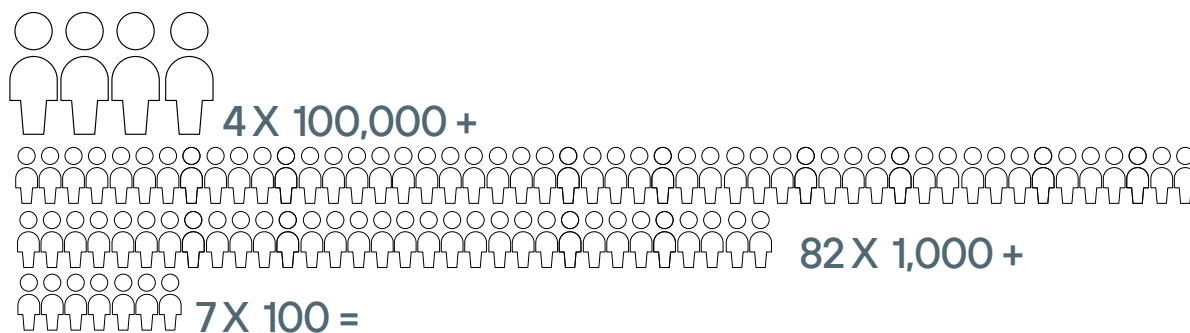


SOURCE: [HTTPS://OEC.WORLD/EN/PROFILE/COUNTRY/AUT](https://oec.world/en/profile/country/aut) & BACI: [HTTP://WWW.CEPII.FR/CEPII/EN/BDD_MODELE/PRESENTATION.ASP?ID=37](http://www.cepii.fr/CEPII/EN/BDD_MODELE/PRESENTATION.ASP?ID=37)

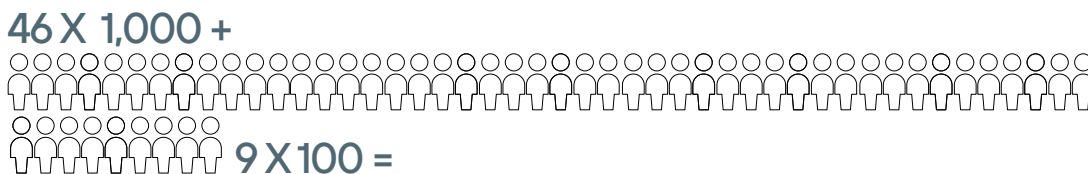
AUSTRIA'S WORKFORCE



3.825 million people were employed in 2019



482,700 people were self-employed in 2019



46,900 people were unpaid family workers in 2019

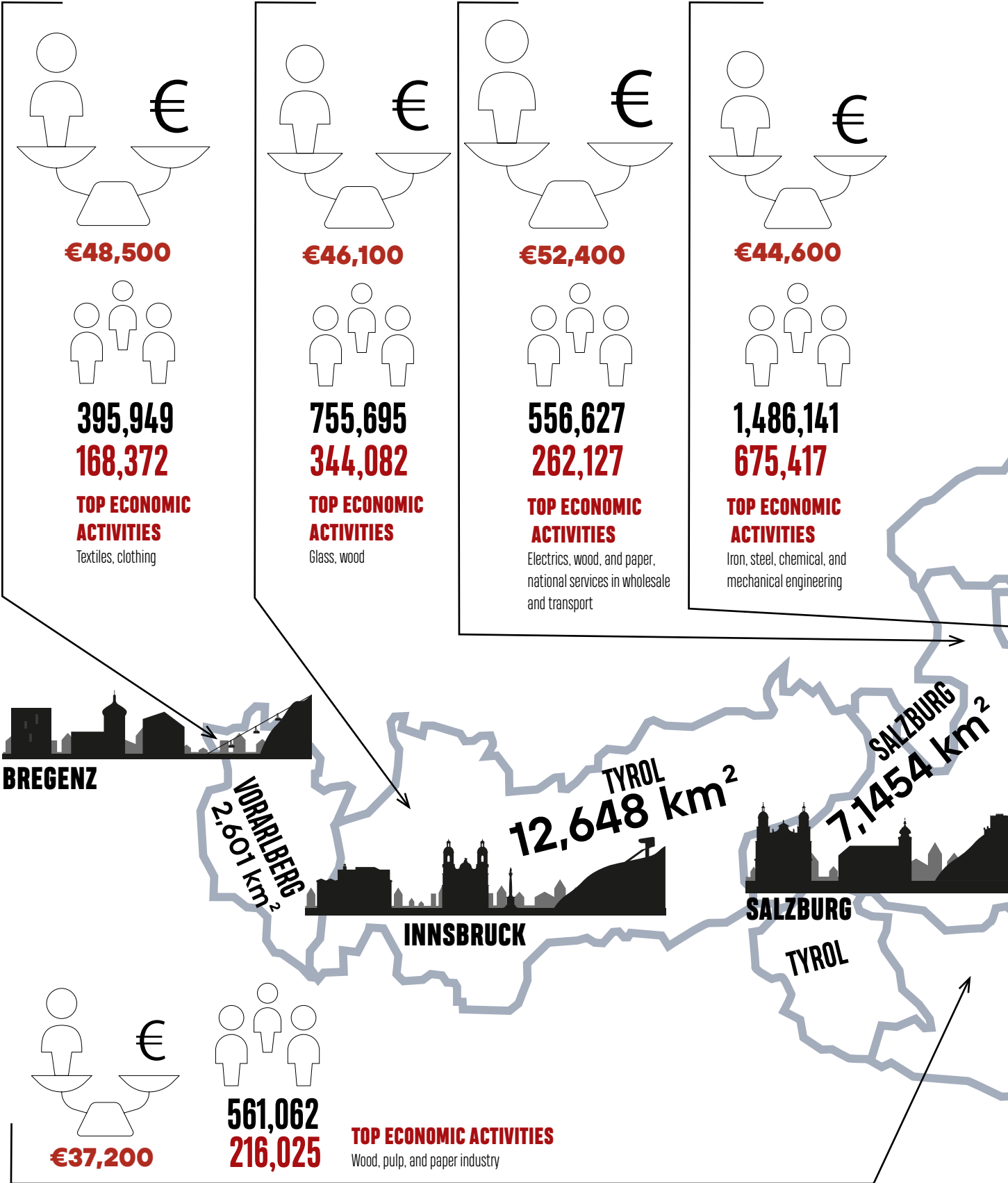
OF THOSE EMPLOYED:

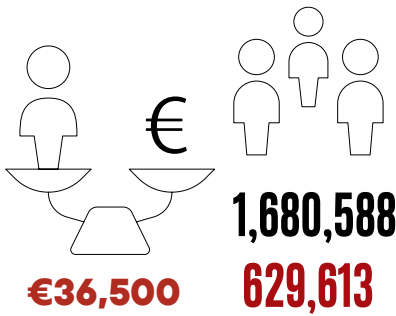
2.03 million men

1.76 million women

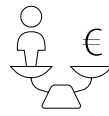
799,500 of these were foreigners

DOING BUSINESS ACROSS AUSTRIA

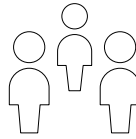


**TOP ECONOMIC ACTIVITIES**

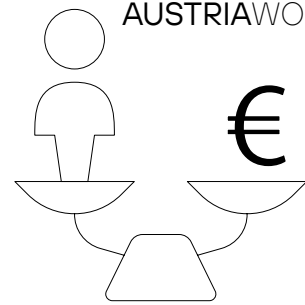
Manufacturing goods and construction



Regional GDP based
on 2018 figures,
sums are per capita



Population
EMPLOYED POPULATION*

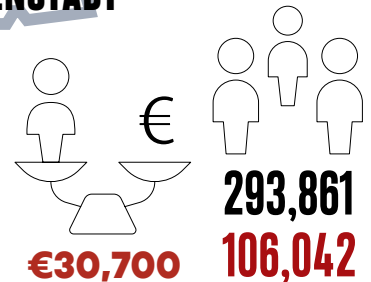
**TOP ECONOMIC ACTIVITIES**

Financial services

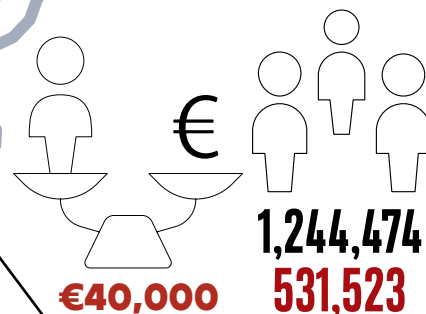
19,178 km²
LOWER AUSTRIA

LINZ**ST PÖLTEN****UPPER AUSTRIA****11,980 km²****STYRIA****16,401 km²****GRAZ****CARINTHIA****9,538 km²****KLAGENFURT**

3,962 km²
BURGENLAND

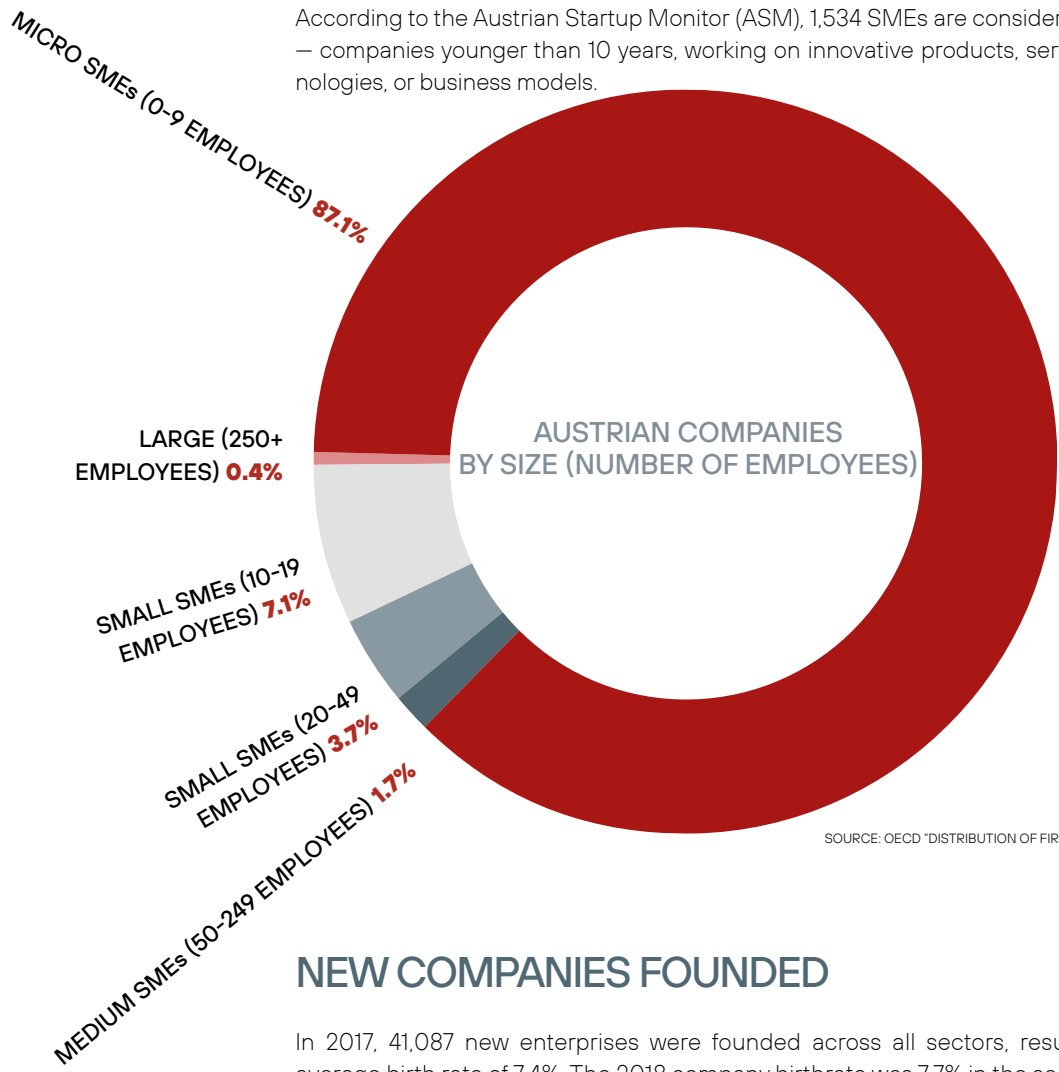
VIENNA**414,87 km²****EISENSTADT****TOP ECONOMIC ACTIVITIES**

Service delivery, trade, automobile repairs

**TOP ECONOMIC ACTIVITIES**Automobiles,
iron and steel,
manufacturing

BUSINESS LANDSCAPE

In 2017, 99.6% of all Austrian firms were SMEs, employing approximately 67.4% of the labor force. Of those, 10.9% were considered small (employing 10-49 people), 1.7% medium sized (employing 50-249 people) and 0.4% large corporations (employing more than 250 people). Of those, nine are currently listed on Forbes' Global 2000. According to the Austrian Startup Monitor (ASM), 1,534 SMEs are considered startups – companies younger than 10 years, working on innovative products, services, technologies, or business models.



SOURCE: OECD "DISTRIBUTION OF FIRMS IN AUSTRIA, 2017"

NEW COMPANIES FOUNDED

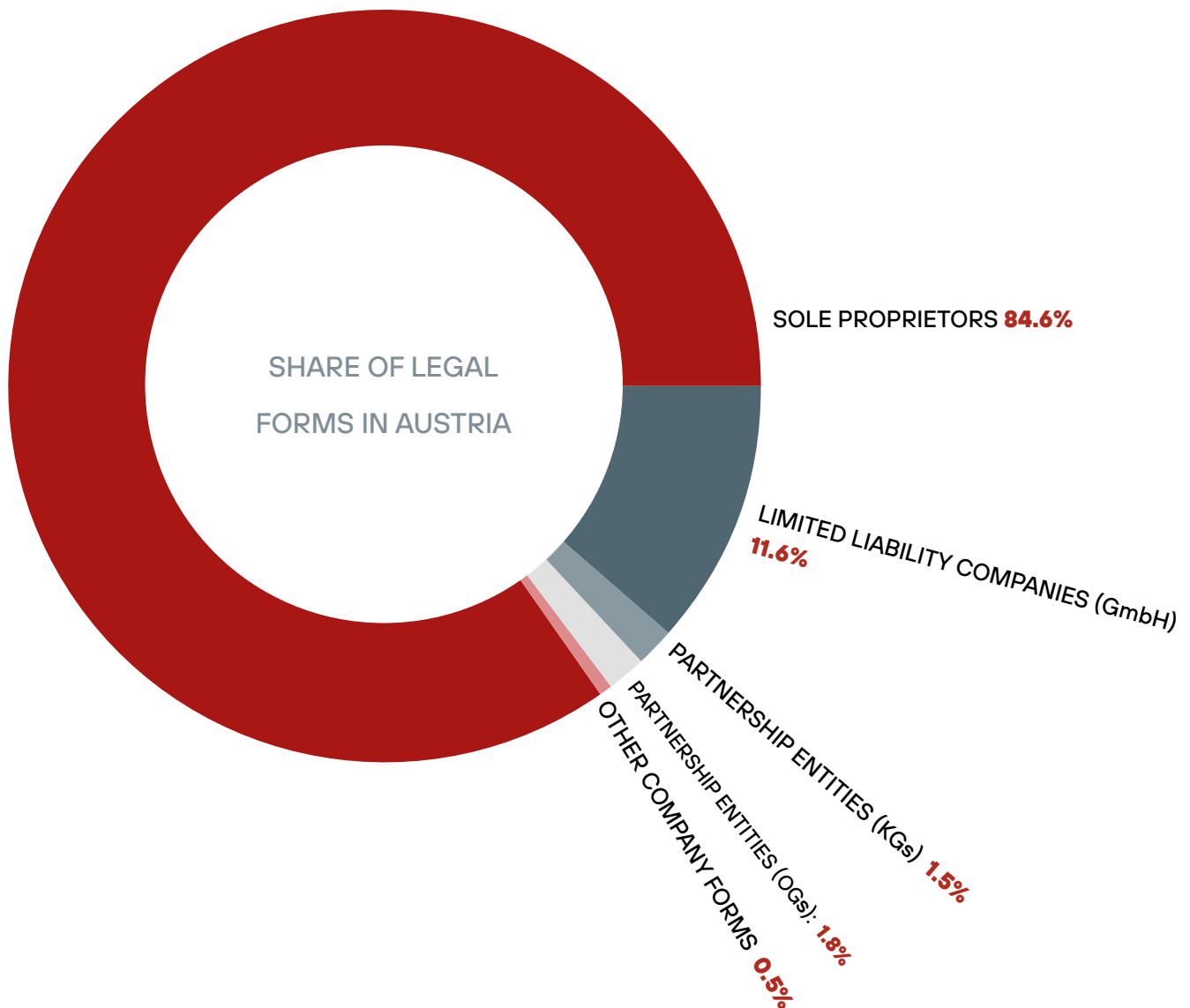
In 2017, 41,087 new enterprises were founded across all sectors, resulting in an average birth rate of 7.4%. The 2018 company birthrate was 7.7% in the service sector and 5.7% in industry and construction. According to the Austrian Startup Monitor 2020, 2,600 startups have been founded in Austria since 2009 and 27% of startups consider achieving ecological goals a primary objective.

In 2018, more than 60,000 jobs were created by newly founded companies – on average 1.5 per company, including the self-employed person. This rate rose to 2.9 in the field of accommodation and food services. According to the Austrian Startup Monitor 2020, surveyed startups employed on average 9.6 people, with a vast majority (90%) planning to hire new employees within the next 12 months.

FOUNDER DEMOGRAPHICS

LEGAL FORMS

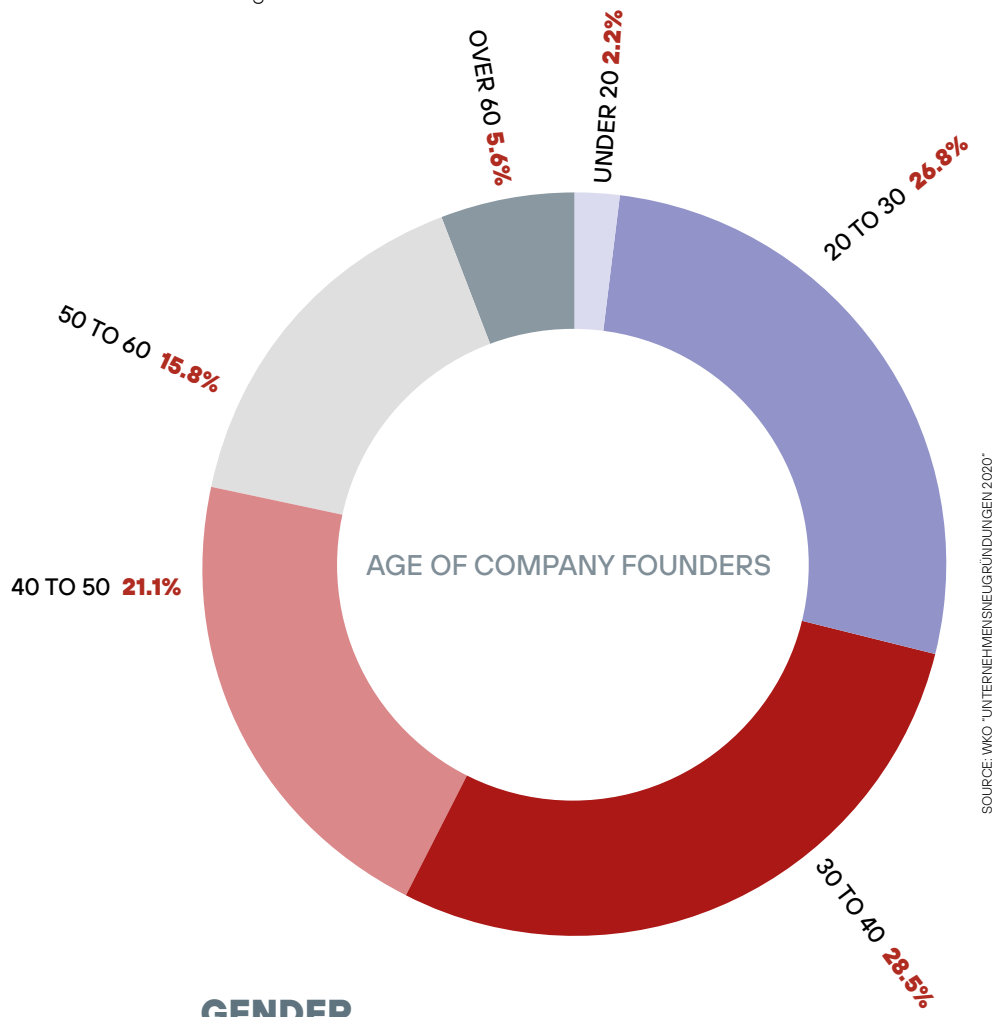
As can be seen in the legal company forms table on p 114, there is much to consider when choosing a legal form. In Austria, sole proprietors (e.U.s) are the largest demographic, with limited liability companies (GmbHs) and partnership entities (OGs and KGs) taking the rest of the cake. Only 0.5% constituted other forms, such as AGs, associations and foundations.



SOURCE: WKO "UNTERNEHMENSNEUGRÜNDUNGEN 2020 NACH RECHTSFORMEN"

AGE

Among sole proprietors, the largest founder segment, most are aged between 30 and 40, followed closely by 20-to-30-year-olds and people aged between 40 and 50. According to the Austrian Startup Monitor, the majority of Austrian startup founders are aged between 25 and 39.



GENDER

The number of female sole proprietors (not startup companies) has steadily risen in recent years, from 26.7% in 1993 to 54.4% in 2020. Of those surveyed by the Austrian Startup Monitor, 35% identified their founding team as mixed gender, while 4% were an all-female team, and 5% led by sole female founders.

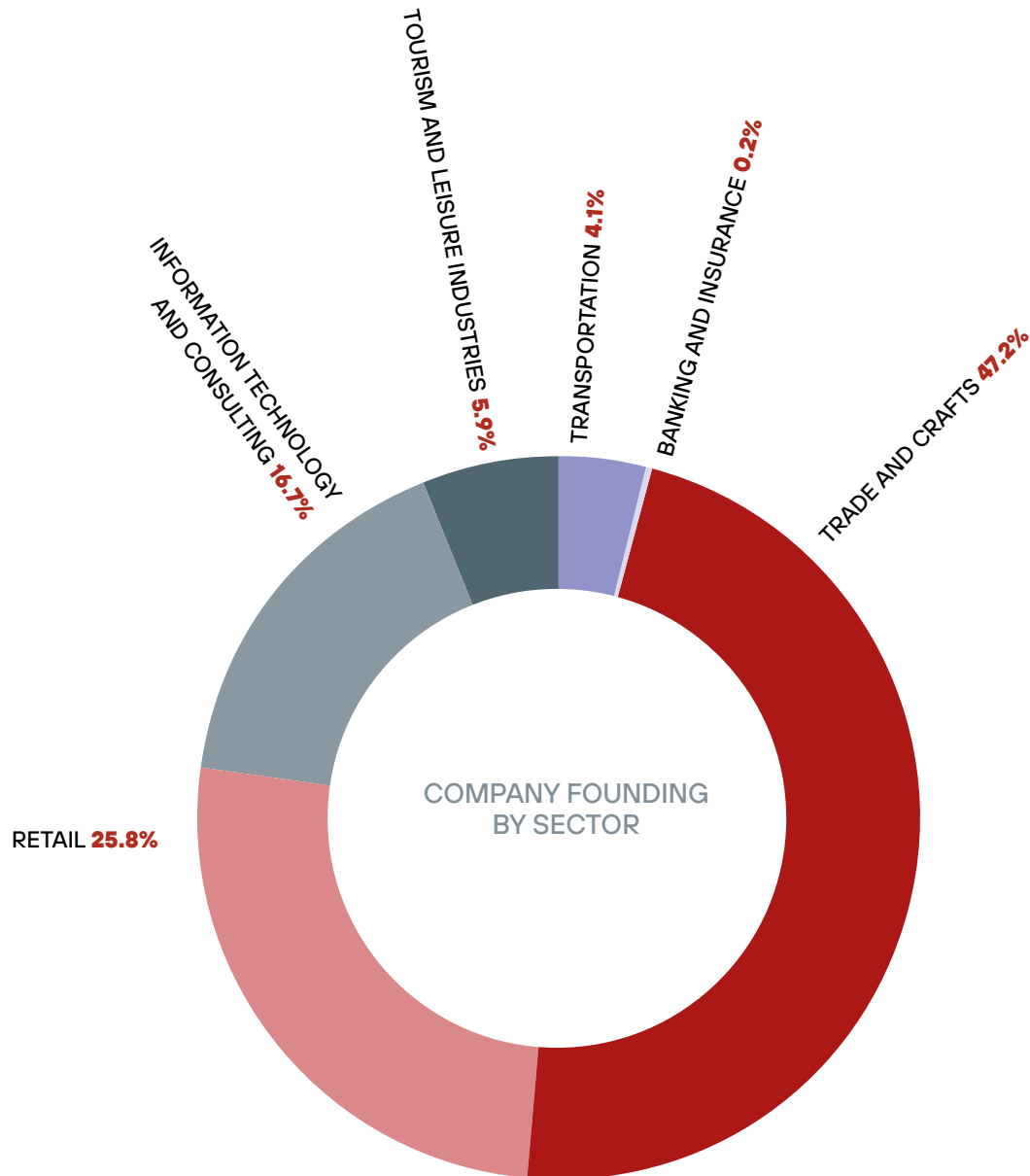
32,694 sole proprietorships were founded in 2020

54.4% by women

45.6% by men

SECTORS

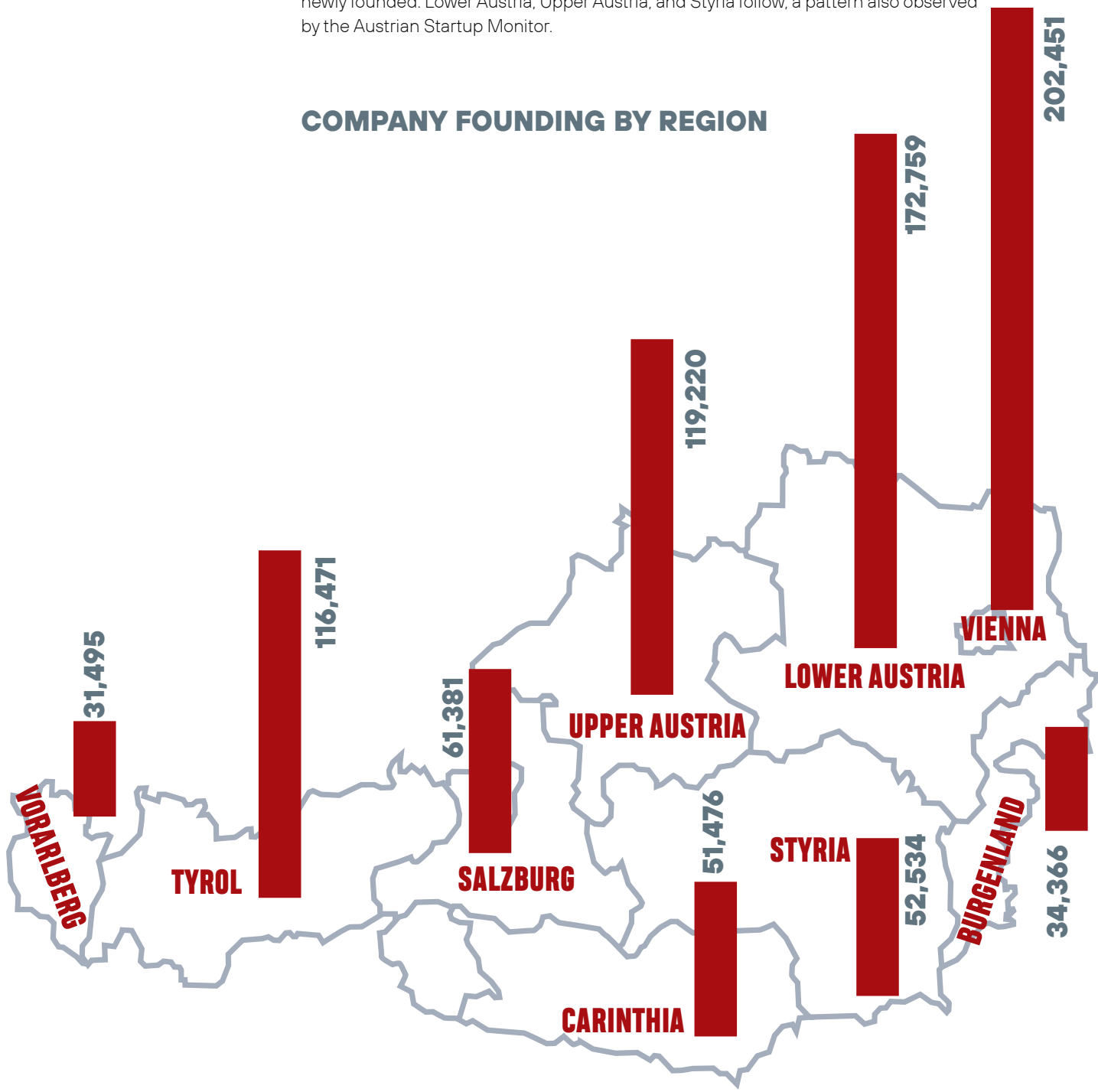
In 2019, a majority of newly formed companies were founded in the fields of trade and crafts, commerce, information and consulting, tourism, leisure, and transport. Those surveyed by the Austrian Startup Monitor reported software development and IT as the most important industries, with consumer goods, life sciences, creative industries, and education seeing growth in recent years.



REGIONS

Vienna is the seat of most companies across all company types, both established and newly founded. Lower Austria, Upper Austria, and Styria follow, a pattern also observed by the Austrian Startup Monitor.

COMPANY FOUNDING BY REGION



SOURCE: WKO: "UNTERNEHMENSNEUGRÜNDUNGEN 1993 - 2020 NACH BUNDESLÄNDERN"

AUSTRIA AND THE WORLD

AUSTRIAN COMPANIES ABROAD

In 2018, more than 6,000 Austrian-controlled enterprises operated abroad, employing 1.2 million people and producing a total turnover of €450 billion. According to the Austrian Startup Monitor, roughly 74% of surveyed startups have already developed international markets and export their products and services. Of those, 42% target global markets from day one.

FOREIGN BUSINESS ACTIVITY IN AUSTRIA

In 2018, 11,900 foreign-controlled enterprises in Austria, employing more than 640,000 people and producing turnover of nearly €280 billion. 1,000 foreign companies operate coordination headquarters from Austria, while 380 CEE companies are headquartered in the country.

Gleis 2 | U2 SEESTADT
U2 ASPERNSTRASSE

5

Vienna U2 Station
Volkstheater









EDUCATION

INTRODUCTION

Whether you are the parent of school-age children, a university student or simply interested in life-long learning in Austria, this chapter will give you an overview of the Austrian education system and its requirements. It answers questions such as: Can I home-school my child? What options do children have after compulsory (nine years of schooling) education? Can I study at the university for free even if I don't have Austrian citizenship? Where can I learn a language or acquire skills in business administration as an adult?

FIRST, SOME KEY TERMS

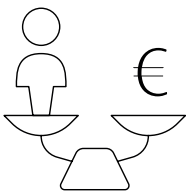
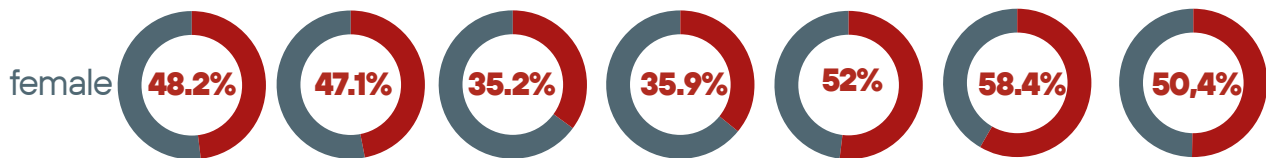
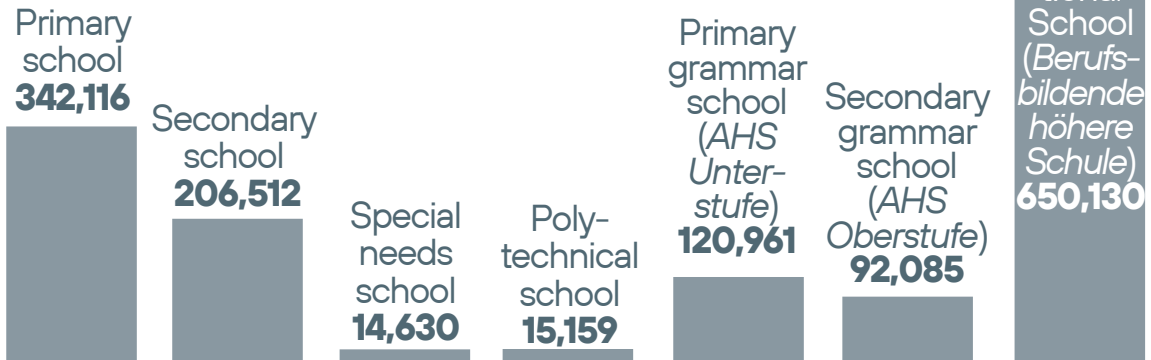
PARENT OR LEGAL GUARDIAN: When we use the term *parent*, we also mean legal guardians and other primary caretakers.

STUDENT OR PUPIL: In Austria, *student* is reserved for students at a university or a university of applied sciences (*Fachhochschule*). *Student* also refers to those pursuing tertiary education. We use *pupil* exclusively to refer to children and teenagers through secondary school.

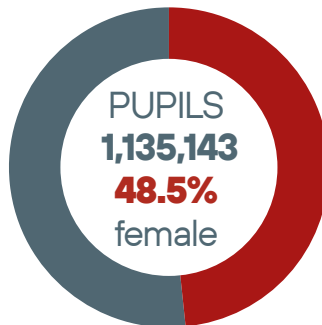
PRE-SCHOOL, PRIMARY, SECONDARY, HIGHER/TERTIARY AND ADULT EDUCATION: The Austrian school system is complicated, and confusing terminology doesn't help. For instance, Austria starts counting grades from one again after primary school. So, the fifth year of a child's schooling (i.e., the first year at a secondary school) is called first grade (*Erste Klasse*). As this is likely unclear to most non-Austrian readers, we have decided to use the terms primary, secondary, tertiary, and adult education, and refer to years of schooling instead of grades.

EDUCATION IN NUMBERS

SCHOOL GOERS IN 2018/2019:



Austrian spending on education
(share of GDP): **5.4%**



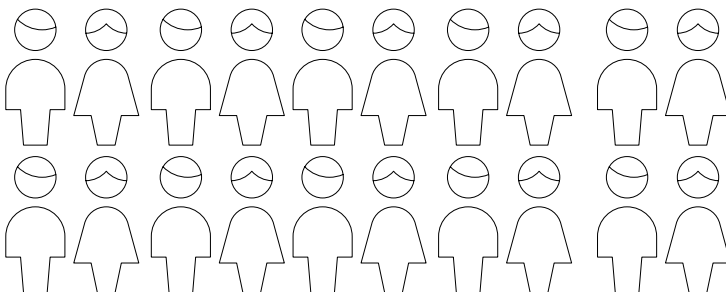
NUMBER OF
SCHOOLS IN
AUSTRIA:

6,000

private schools:
12.7%

Share of students
attending private
schools:

10.6%



Average number of students per class: **20**

BASICS OF AUSTRIAN EDUCATION

All children who live in Austria must attend one year of kindergarten and school from ages 6 to 15. This also applies to children of asylum-seekers and refugees. State-run schools are free of charge, while private schools and, what are called private schools under public law (*Privatschulen mit Öffentlichkeitsrecht*), charge monthly tuition fees ranging from around €150 to €600 or higher. Private schools under public law (*Privatschulen mit Öffentlichkeitsrecht*) are essentially private schools that are officially accredited.

If you are the parent of a child of compulsory school age, you should receive an invitation letter from the city or provincial education authority where you live. You and your child may then participate in the in-person registration process at your local school. If you don't speak German well enough, consider bringing along someone who does.

Public schools accept children who speak very little German as so-called non-regular pupils (*außerordentliche/r Schüler/in*). This means they attend school with the other children and can advance to the next level, but they are granted one year in which they are tested every semester by a centralized language test called the MIKA D. Schools also usually offer language-support courses. In public schools, all pupils receive free school books for all subjects, and bilingual children can request books for German as a second language as well as bilingual dictionaries.

OVERVIEW OF THE AUSTRIAN EDUCATION SYSTEM

| | PRE-SCHOOL | PRIMARY EDUCATION | LOWER SECONDARY EDUCATION | COMPLETION OF COMPULSORY SCHOOLING | HIGHER SECONDARY EDUCATION | |
|-----------------------|--|--|--|--|----------------------------|--|
| TYPICAL AGE | 0 TO 6 | 6-9/10 | 10/11-14 | 15/16 | 15-18/19 | |
| SCHOOL YEARS | | 1 TO 4 | 5 TO 8 | 9 | 9 to 12/13 | |
| | | COMPULSORY EDUCATION | | | | |
| AVAILABLE SCHOOL TYPE | Crèche (Kinderkrippen) | Public primary school (Volksschule), see p 159 | Academic Secondary School (AHS), p 162 | School for higher vocational education (BHS) | | |
| | Public (Städtische) kindergartens | | | Lehre mit Matura | | |
| | Private kindergartens | Experimental school (Schulversuch) | Secondary School (MS), p 163 | Dual vocational training, etc. | | |
| | Small-group daycare (Tageseltern) | | | School for intermediate vocational education (BMS) | | |
| | Children's groups self-governed by parents (Kindergruppen) | Private and denominational primary school | | | | |
| | International and English-language private kindergartens | BILINGUAL PROGRAMS | | | | |
| | Home care | PRIVATE INTERNATIONAL SCHOOLS | | | | |
| | | HOME SCHOOLING / ALTERNATIVE SCHOOLS | | | | |
| | | Integrative and special needs | | Integrative and special needs | | |

| ENTRANCE TO TERTIARY EDUCATION | | TERTIARY EDUCATION | ADULT AND SECOND CHANCE EDUCATION |
|--------------------------------|---|---|-----------------------------------|
| | | 18/19 AND ABOVE | 18/19 AND ABOVE |
| | | | |
| | | | |
| | | | |
| | MATURA | University | Adult education, see p 174 |
| | DIPLOM- UND REIFEPRÜFUNG | University of Applied Sciences | |
| | VOCATIONAL DIPLOMA (BERUFSREIFEPRÜFUNG) | University college of teacher education | |
| | STUDIENBERECHTIGUNGS-PRÜFUNG | College | |
| | MATURA/ IB | | |
| | EXTERNAL EXAM (EXTERNISTENPRÜFUNG) | | |
| | Integrative vocational training | | |

PUBLIC AND PRIVATE SCHOOLS

In Austria, many private schools are so-called private schools under public law (*Private Pflichtschulen mit Öffentlichkeitsrecht*), which means children's school report cards are officially accredited and thus legally on par with school reports from public schools. Private schools under public law are required to largely follow the same curriculum (*Lehrplan*) as public schools. By contrast, private schools not under public law (*Private Pflichtschulen ohne Öffentlichkeitsrecht*) are not officially accredited, and their pupils must take yearly external exams.

In Austria, 6% of primary school pupils and 9.9% of secondary school pupils are in private schools, meaning in aggregate 10.5% of Austrian students attend private schools. Public schools are required to accept children living nearby, while private schools can choose pupils based on their own selection criteria. Monthly tuition fees in private Austrian schools are between €150 and €200, and including lunches and afternoon care, from €400 to €600. International schools are generally more expensive.

It is best to research and visit schools – public or private – before making a selection.

HOME-SCHOOLING

Home-schooling is permitted in Austria. In 2017/2018, 2,320 children were being home-schooled. Parents simply need to apply for home-schooling at the beginning of each school year and make sure the education their children receive is at least equivalent to that offered at public schools. Or parents can send their children to a private school not accredited under public law (*Privatschulen ohne Öffentlichkeitsrecht*). At the end of each year, the pupils – home-schooled or in private schools – must take an external exam (*Externistenprüfung*).

GRADING PRACTICES

Scholastic achievements are usually graded with scores from 1 to 5. A grade of 1 for "very good" (*Sehr gut*), followed by 2 for "good" (*Gut*), 3 for "satisfactory" (*Befriedigend*), 4 for "sufficient" (*Genügend*), and 5 for "insufficient" (*Nicht Genügend*), or fail. In most schools, pupils receive a preliminary written report (*Semesterzeugnis*) at the end of the winter term in February, and a final written report (*Jahreszeugnis*) at the end of the summer term in June.

COMPARISON OF INTERNATIONAL GRADING SCALES

| | 1 (Sehr gut) | | | 2 (Gut) | | 3 (Befriedigend) | | | 4 (Genügend) | | 5 (Nicht genügend) | |
|----------------|--|----------------------|-----------------------|---------------------------|----------------------|------------------------|------------------------------|----------------------|-----------------------|----------------------------|-----------------------|-----------------------|
| AUSTRIA | | | | | | | | | | | | |
| US | A+ (100-97) GPA: 4.3 | A (96.9-93) GPA: 4.0 | A- (92.9-90) GPA: 3.7 | B+ (89.9-87) GPA: 3.3 | B (86.9-83) GPA: 3.0 | B- (82.9-80) GPA: 2.7 | C+ (79.9-77) GPA: 2.3 | C (76.9-73) GPA: 2.0 | C- (72.9-70) GPA: 1.7 | D+ (69.9-67) GPA: 1.3 | D (66.9-63) GPA: 1.0 | D- (62.9-60) GPA: 0.7 |
| FRANCE | <i>Tres honorable avec felicitations du jury</i> (20-18) | | | <i>Tres bien</i> 17.99-16 | | <i>Bien</i> (15.99-14) | <i>Assez bien</i> (13.99-12) | | | <i>Passable</i> (11.99-10) | | <i>Echec</i> (9.99-0) |
| IB | 7 (Excellent) | 6 (Very good) | | 5 (Good) | | | 4 (Satisfactory) | | | 3 (Mediocre) | 2 (Poor) | 1 (Very poor) |

SOURCES: PRINCETON UNIVERSITY OF GERMAN, WIKIPEDIA

SCHOOL YEAR AND HOLIDAYS

The school year is usually divided into two terms: winter – from September to February, and summer – from February to June. The general school holidays include: one week in February between the two terms (*Semesterferien*); one-and-a-half weeks for Easter (*Osterferien*); three days around Pentecost (*Pfingstferien*), nine weeks in the summer (*Sommerferien*); five days in October (*Herbstferien*); and two weeks around Christmas (*Weihnachtsferien*). In addition, there are five extra days off per year (*schulautonome freie Tage*), at least three chosen by the school and the rest determined by the federal state or regional government. Often, these are scheduled as bridge days (*Fensterstage*) between a holiday and weekend.

MS VERSUS AHS

In Austria, children reach a crossroads at the end of primary school, at around age 10, when they must choose what type of secondary school to attend: an Academic Secondary School (AHS), or a Secondary School (MS). Some parents worry this one decision will determine their children's future. It is true that the AHS track traditionally leads toward the *Matura* (matriculation exam) required for tertiary studies, while pupils on the MS track often go on to complete apprenticeships and other types of vocational training. However, the Austrian education system, with its many different school types and educational pathways, is permeable. Pupils who perform well at an MS often transfer to higher vocational education schools leading to the *Reife- und Diplomprüfung*, which is equivalent to the *Matura*.

BILINGUAL EDUCATION

Austria has many educational opportunities for pupils and students whose mother tongue is not German – from international schools to bilingual programs and rapid immersive German instruction.

In the 2018/19 school year, more than 241,802 pupils whose mother tongue was not German attended schools in Vienna. In the academic year 2018/19, an estimated 12,250 pupils needed additional German language classes. In 2019, Austria implemented a national language measuring system called the MIKA-D for non-regular pupils (Measuring Instrument for Competence Analysis in German). There is a language test in the last year of pre-school for both native and non-native German speakers. As of 2020, the Austrian government was investing €4 million annually in providing additional German courses (*Deutschförderklassen*) for pupils and students (who finished school in Austria), whose language was not up to par. The programs' curriculum for primary school pupils consists of 15 of their 24-hour school week and 20 of 32 hours for secondary school pupils.

For all pupils whose German is not fluent (designated, as "non-regular pupils"), special support is available as early as the pre-school level.

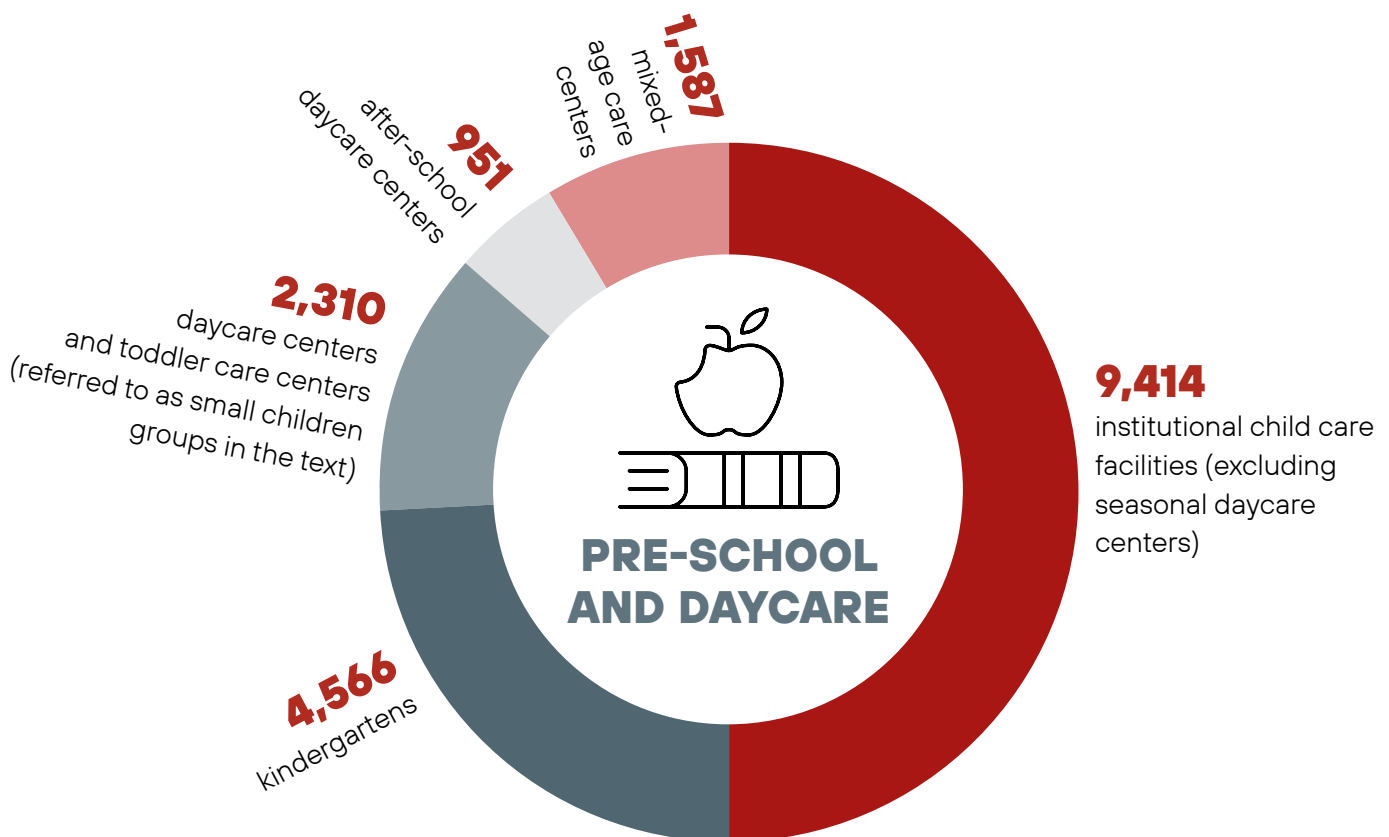
If a primary school pupil has little or no German knowledge, he or she will be placed in an age-appropriate class but will not be graded. Results from the MIKA D will help the Board of Education decide whether a pupil should be placed in a regular class while spending a specified number of hours each week in a German language course, provided cost-free for a maximum of four semesters.

KINDERGARTEN

PRE-SCHOOL AND DAYCARE

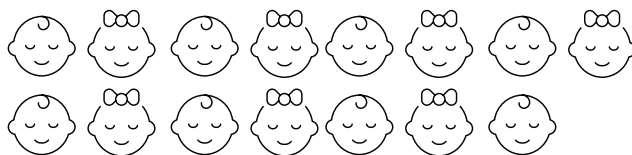
Parents of pre-school children can choose from a wide array of options for daycare, including public and private kindergartens, children's groups, child minders, and daycare centers.

SOURCE: STATISTIK AUSTRIA "KINDERTAGESHEIME"

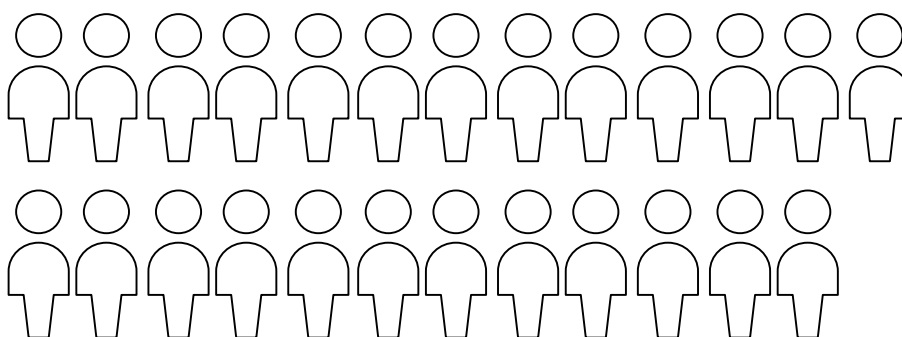
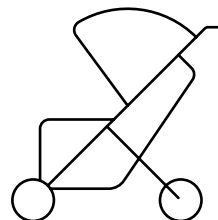


Public kindergartens are open year-round, except on official and semester holidays, December 24 and 31, and some have summer breaks. Beginning in the academic year 2020/21, public kindergartens are free all day nationwide. However, there are modest fees for meals and special activities.

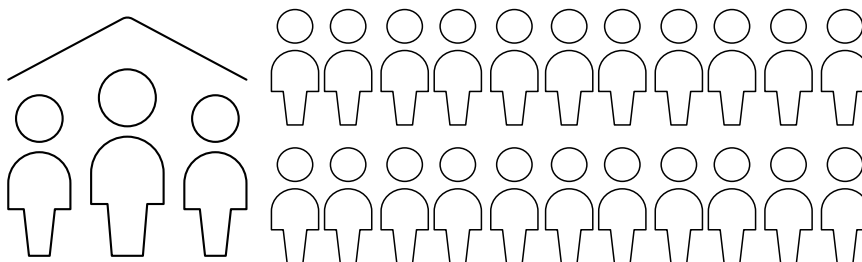
TYPES AND SIZES OF PRE-SCHOOL GROUPS



Small children groups (*Kleinkindergruppen*) for babies and children up **to age 3, no more than 15 children** per group.

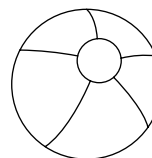


Kindergarten groups (*Kindergartengruppen*) for ages 3 to 6, **no more than 25** per group.



Family groups (*Familiengruppen*) are smaller **groups of up to 22 children** of mixed **ages (0-6)**.

There are also family groups for **ages 3 to 10**, offering afternoon daycare for school-age children.

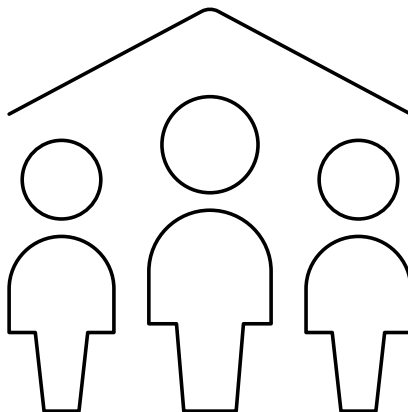


Usually, each group is supervised by one teacher and one assistant. Groups integrating special needs children are smaller and have additional personnel.

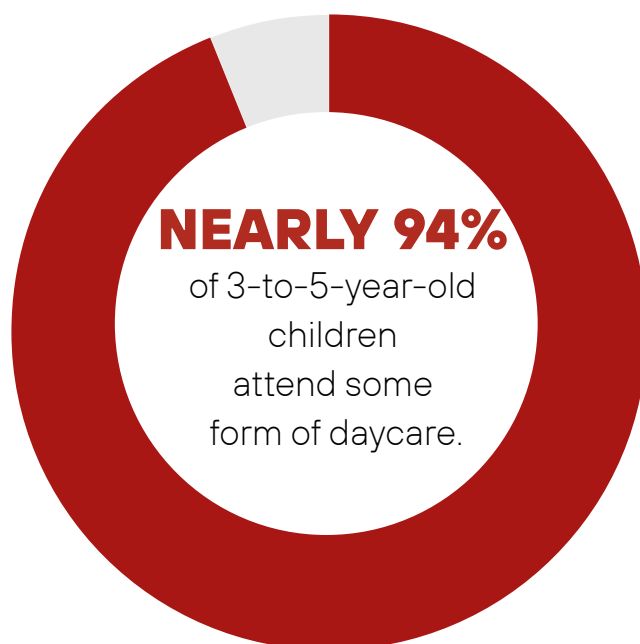
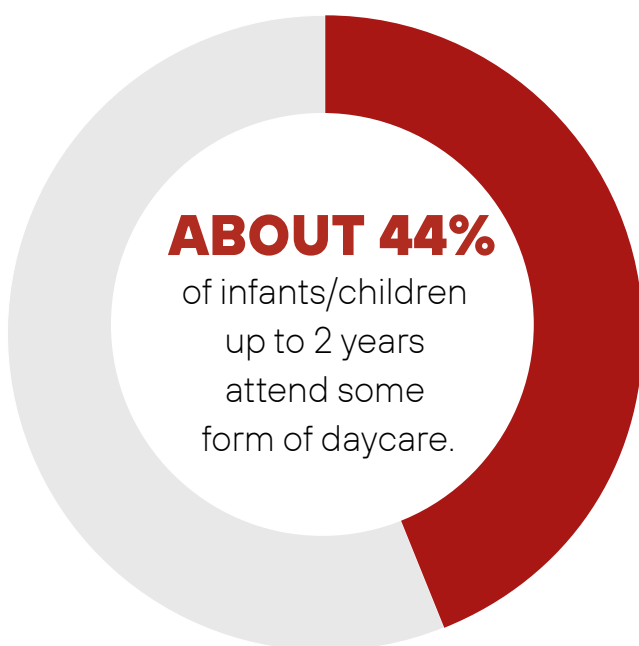
AFTER-SCHOOL DAYCARE

Although the term *Hort* usually refers to after-school daycare for school-age children, many pre-schoolers attend a *Hort* instead of, or in addition to, a kindergarten or children's group, especially during the compulsory year of kindergarten.

**NEARLY
100,000
CHILDREN
IN VIENNA**



are in some sort of pre-school care (a third of them in public institutions).



COMPULSORY YEAR OF KINDERGARTEN (VERPFLICHTENDES KINDERGARTENJAHR)

Children who have reached five years of age before September 1st, and whose primary residence is in Austria, are obliged to attend a kindergarten or children's group (*Kindergruppe*) for at least 20 hours over at least four days per week.

SOME EXEMPTIONS FROM COMPULSORY PRESENCE IN KINDERGARTEN:

- ✗ **During illness of child or parent**
- ✗ **Special needs children**
- ✗ **Children admitted early to school**

You may register your child for placement in a public kindergarten at any time, but doing so during the main registration period (November-December) increases your chances of obtaining your preferred location (up to two can be requested). You can register your child at your local town hall (*Gemeindeamt*) or magistrate's office. Your child will then receive a kindergarten identification number.

If you are unable to secure a satisfactory public kindergarten placement for your child, you may opt for placement in a private kindergarten or children's group, with private child minders (*Tageseltern*) or an after-school daycare center (*Hort*). To register your child for a private kindergarten, you must first apply for the identification number (*KundenInnen-Nummer*) from your local authority. With this number, you can apply directly to the private kindergarten. Each private kindergarten has its own application deadline and admissions policy, so it is a good idea to start your search a year before you plan to admit your child.

COSTS

If your child is a resident of Austria, his or her attendance at a public kindergarten is cost-free; however, there are charges for meals and certain extras (e.g. extended attendance hours or special activities).

PRIMARY SCHOOL

Austrian law requires all children who turned six by September 1st to begin primary school.

Early admission: If your child turns six after September 1st and before March 1st, you may apply for early admission to primary school. The school will determine if the child is mature enough (*schulreif*) and has the necessary social skills. School is compulsory in Austria through four grades of primary school plus five years of secondary schooling (see secondary schooling, p 161) – typically pupils ages 6 to 15.

PUBLIC PRIMARY SCHOOL: *VOLKSSCHULE*

AUSTRIA'S STATED GOALS OF PRIMARY EDUCATION ARE:

- × Teaching the basics (reading, writing, arithmetic)
- × Deepening children's understanding of their environment, and helping them acquire and practice tolerance, participation, co-responsibility, and respect for others

Public school basic level 1 (*Grundstufe 1*) comprises grades 1 and 2. Pupils have up to three years to complete this first basic level. Six-year-old pupils not yet deemed ready for school (*schulreif*) may start with a pre-school (*Vorschule*) class or be required to repeat the 1st grade. Pupils can move up or down a level during the school year, upon recommendation by parents or teachers.

Public school basic level 2 (*Grundstufe 2*) comprises grades 3 and 4.

SCHOOL HOURS

Public primary schools in Austria have some flexibility to set their own schedules for classes, meals, learning, and free time. As a rule, the classroom lessons start at 8 a.m. and end before lunch, after which pupils may attend after-school daycare, either on site or off.

CLASS SIZES

Though public primary schools have some autonomy to determine class sizes, they are typically not larger than 25 pupils (the Austrian average is 18.8 students per class). Classes integrating special needs pupils are smaller and have teaching assistants.

ADMISSION

Registration usually takes place in the fall and early winter of the year before admission. A searchable database of all schools (*Schulführer*) is available online. It is also published in print format and available at all schools and service points.

Once you have chosen a preferred school, you must take your child there to register him or her, and to meet with the school director, who will evaluate your child's readiness for admission (*Schulreife*) after consulting with you and your child's kindergarten teachers.

Your child must be deemed socially, emotionally, cognitively, and physically able to attend primary school without being overwhelmed. Additionally, admission will be based upon his or her ability to satisfactorily communicate in German (if he or she is unable to do so, the school director can recommend special measures). Additional medical and psychological certifications may be requested. When registering your child at a private school, it is advisable to meet with the school director well in advance of the registration deadline. Ensure that the private school you have selected has been accredited (that it is covered by *Öffentlichkeitsrecht*), or you will need to apply for an exception to compulsory schooling.

Project and sports weeks: Primary schools typically organize one or more multiday field trips (usually for 3rd- and 4th-year pupils). Transportation, room, and board for such trips is paid separately by the parents (in some cases subsidized by a school's parents association). Financial support for qualifying needy children may be provided.

SECONDARY SCHOOL

Austrian law mandates five years of secondary schooling (typically pupils aged 10 to 15), or through the 9th school year. At that point, pupils can continue with a general academic education, pursue vocational training or forgo any further education.

TYPES OF SECONDARY EDUCATION

After completion of primary school, a pupil moves on to either an Academic Secondary School (AHS) or a Secondary School (MS). The latter must accept any pupil who has completed primary school, while the former can be more selective based on academic performance.

| | | COMPULSORY SCHOOLING | | | | | | | |
|---------------------------------|---|---|----|--|----|---|----|----|--------|
| | | LOWER LEVEL | | | | UPPER LEVEL | | | |
| AGE | | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17/18 |
| SCHOOL YEAR | | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12/13* |
| ACADEMIC SECONDARY SCHOOL | GYMNASIUM | IDENTICAL CURRICULUM: (core subjects: German, English, math) | | Emphasis on language (Latin or French) and humanities | | + a third language (French, Latin) + 6 hours/week elective subjects | | | |
| | REALGYMNASIUM | | | Emphasis on math, science, geometry, technical, or textile crafts | | + Latin, French + 8 hours/week elective subjects | | | |
| | WIRTSCHAFTS- KUNDLICHES, SPORT, UND MUSISISCHES GYMNASIUM | | | Emphasis on chemistry, technical, or textile crafts | | + French, Latin; emphasis on psychology, philosophy, economics, business, and nutrition (includes an internship) + 8 hours/week elective subjects | | | |
| SECONDARY SCHOOL (MS) | | General basic education <i>EACH SCHOOL MAY PLACE EMPHASIS ON:</i> ✕ Languages and humanities ✕ Natural science and math ✕ Economics and life skills ✕ Music and creative skills ✕ Sports Differentiation between basic and advanced studies | | | | MS graduates may go on to upper-level Gymnasium or to a vocational school | | | |

*SOME EXPERIMENTAL UPPER-LEVEL GYMNASIUM ARE FIVE-YEAR PROGRAMS.
SOURCE: [HTTPS://WWW.BILDUNGSSYSTEM.AT](https://www.bildungssystem.at)

SECONDARY SCHOOL IN AUSTRIA

ACADEMIC SECONDARY SCHOOL (AHS)

An AHS provides comprehensive and immersive education for academic-track pupils. The goal is the *Matura* diploma, which is required for university studies.

Commonly referred to as *Gymnasium*, an AHS consists of a four-year lower level (5th through 8th school years) and a four-year upper level (9th through 12th/13th school years). The upper level is comparable to college-prep high schools in the USA or to grammar school and sixth-form colleges in the UK.

During the first two years of AHS (5th and 6th school years), all public *Gymnasien* offer nearly identical core curriculum. In the 7th school year, an AHS focus will diverge into one of the following strands:

Gymnasium

Focus on languages (usually English, Latin, and French), humanities, and liberal arts.

Realgymnasium

Focus on math, science, geometry, technical, and textile handwork.

Wirtschaftskundliches Realgymnasium

Focus on economics, business, technical, and textile handwork.

Musisches Gymnasium

Special emphasis on promoting fine arts, including music, arts, crafts, dance, drama, literature, and rhetoric.

Sportgymnasium

A grammar school with a special educational focus on sports.

With the successful completion of the 9th school year, a pupil has fulfilled his or her compulsory schooling; however, most AHS students will continue their upper-level schooling on the path toward a *Matura*.

Preparation for the *Matura* examination (*Reifeprüfung*): Much of the upper-level AHS curriculum is geared toward preparing pupils for the comprehensive *Matura* exams taken in the 12th school year. Passing the exam is a requirement for studying at university. Elective courses (*Wahlpflichtfächer*): Starting with the 10th school year, pupils may choose from elective courses and create an individualized curriculum that furthers their specific academic and career goals. Depending on the type of *Gymnasium*, pupils take up to 10 weekly hours of elective study lessons (see diagram, p 161).

SECONDARY SCHOOL (MS)

Formerly known as *Hauptschule*, an MS is a public school spanning the 5th through 8th school years. While an AHS can reject an applicant due to poor academic performance in primary school, an MS accepts all pupils who have completed the 4th year of primary school with a grade of at least “sufficient.”

MS prepares pupils for future vocational training according to individual interests, abilities, disposition and skills. MS graduates can go on to intermediate or higher vocational schools (see BMS and BHS, below), or to an upper-level AHS (9th to 12th or 13th school years). Beginning with the 7th school year, MS pupils pursue advanced lessons in German, math, and a foreign language (similar to AHS) or they receive basic instruction, depending upon each pupil’s interests and career goals.

Special Focus Schools (*Schwerpunktschulen*): Examples of different focuses include ecology, music, creativity, natural history, foreign languages, information technology, sport, health, and nutrition. The so-called *Sportmittelschule* is a sport-focused MS that also includes the compulsory 9th school year. A sport- or music-focused MS has additional admissions criteria (auditions, medical certification, etc.).



VOCATIONAL TRAINING

HELPFUL LINKS

FIND YOUR VOCATIONAL SCHOOL

abc.berufsbildendeschulen.at



YOU CAN FIND A COMPLETE LIST OF ALL APPRENTICESHIPS HERE

bmdw.gv.at



YOU CAN FIND MORE INFORMATION ON THE DUAL VOCATIONAL EDUCATION HERE

apprenticeship-toolbox.eu



The basics: You or your child wants to be an office clerk, a cook or an electrical technician? Austria's education system offers three main ways to acquire vocational training: the dual vocational education and training (VET) program (*duale Berufsausbildung*), and two predominantly school-based programs. The features of each are explained below.

ENTER AN APPRENTICESHIP WITH OR WITHOUT A MATURA

MS students (and lower-secondary AHS graduates wishing to learn a profession) who have finished their eighth year of education must spend one year at a pre-vocational school (*Polytechnische Schule*) to wrap up nine years of compulsory schooling. Pupils also may voluntarily attend the pre-vocational school for two years to receive an extra year of education. At the pre-vocational school, pupils are familiarized with a selection from around 200 available apprenticeships through visits to companies and training workshops. The training professions include, for instance, construction, administration and organization, engineering, graphics, commerce, and fashion. The curriculum also includes general education and fundamental vocational education in areas of interest to the individual pupil. Pupils with special educational needs can attend integrated classes.

Upon completion, pupils who want to continue with a more school-focused approach can transfer to the second year of a school for intermediate vocational education or to the first year of a school for higher vocational education. Alternatively, they can start an apprenticeship in the form of a dual vocational education and training (VET) program. To be admitted, pupils must have signed a vocational training contract. In the VET program, pupils spend 80% of their time being trained at a company. The remaining 20% is devoted to deepening their general education and acquiring work-relevant theoretical knowledge at a vocational school. The apprenticeship training typically lasts two to four years. It concludes with a practical apprenticeship-leaving examination. Upon successful completion, graduates can attend a Master Craftsman School (*Meisterschule*), which offers specialized courses to further deepen their theoretical and practical knowledge. Graduation from these schools includes a mastery exam (*Meisterprüfung*).

Another great opportunity is the apprenticeship-with-Matura model (*Lehre mit Matura*). It allows pupils to prepare for, and partly take the *Matura* exams during their apprenticeship training. The apprenticeship-Matura consists of four exams, in German, math, a modern foreign language, and a specialist area. The training institution and the pupil can choose if and how the *Matura* preparations are integrated within the vocational training.

SCHOOL FOR INTERMEDIATE VOCATIONAL EDUCATION (BMS)

Another way to acquire professional skills is by attending a three- or four-year school for intermediate vocational education (*Berufsbildende mittlere Schule*, or BMS). These schools combine basic work-related competencies, such as accounting or business studies, with a general education, but they don't include a higher education entrance exam. Pupils are often encouraged or required to complete practical training or internships.

Individual BMSs have various specializations, for instance technical skills, commerce, crafts, business and economics, fashion, the hotel and restaurant industry/tourism, social professions, sports, social care, health care, nursing, agriculture, forestry, and social services. Prerequisites for admission are eight years of compulsory schooling and, in some cases, the passing of an entrance exam. The BMS program concludes with a final exam.

Upon completing the BMS, pupils can work in their area of specialization, but they can also continue their education with advanced training courses (*Aufbaulehrgänge*), which may lead to the diploma exam (*Diplomprüfung*). Alternatively, after further training courses, they can take the higher education entrance examination (*Berufsreifeprüfung*).

VOCATIONAL TRAINING IN HEALTH CARE: FOR NURSES, MASSEURS, AND MEDICAL TECHNICIANS

Schools for health care and nursing (*Schulen für Gesundheits- und Krankenpflege*) currently offer a three-year training program in qualified nursing care. Admission prerequisites include 10 years of schooling and the successful completion of an admission interview and/or test. The schools usually cooperate with hospitals, which provide vocational education. At the end of the training, pupils write a thesis and take a diploma exam. Qualified nurses can take up employment, take the higher education entrance examination (*Berufsreifeprüfung*), or complete advanced training to prepare for leadership roles, or to specialize in children's/youth care or psychiatric health. After 2023, the schools for health care and nursing will offer training in assistant nursing only, while training in qualified nursing will be transformed into a bachelor's degree at universities of applied sciences (see The Austrian university system, p 170).

If you are interested in becoming a medical masseur or medical technician, you have a choice of different training programs, some of which are organized in association with hospitals. Admission requirements differ in each case.

HELPFUL LINKS

FIND OUT MORE ON
VOCATIONAL TRAINING
sozialministerium.at



SCHOOL FOR HIGHER VOCATIONAL EDUCATION

Another vocational training option is a five-year school for higher vocational education (*Berufsbildende höhere Schule*, or BHS). The BHS offers higher-level vocational training plus a comprehensive general education. These differ by specialization. The Higher Technical Education Institute (*Höhere technische Lehranstalt*, or HTL) specializes in technology, engineering, or industrial design. The Higher Economic Education Institute (*Höhere Lehranstalt für wirtschaftliche Berufe*, or HLW) focuses on economics, communication, design and fashion, tourism, nutrition, and administration. Business academies (*Handelsakademie*, or HAK) teach accounting and business administration. (Further available specializations include forestry and childhood pedagogy).

The main advantage of the BHS is that it combines job training (also through obligatory internships and training within firms) with a higher education entrance exam. Prerequisites for admission to a BHS are the successful completion of at least eight years of compulsory schooling. In some cases, the admission procedure includes an entrance exam. Pupils conclude their BHS education with a combination of a higher education entrance examination (*Reifeprüfung*), plus a certificate exam granting direct access to legally regulated professions (*Diplomprüfung*). BHS graduates can seek immediate employment in a specialist area, study at a university or start a business.

HELPFUL LINKS

YOU CAN FIND A LIST OF COLLEGES
IN AUSTRIA HERE

arbeitskammer.at



INTERNATIONAL BUSINESS
COLLEGE HETZENDORF (IBC)

ibc.ac.at



HTL SPENGERGASSE

spengergasse.at



COLLEGES

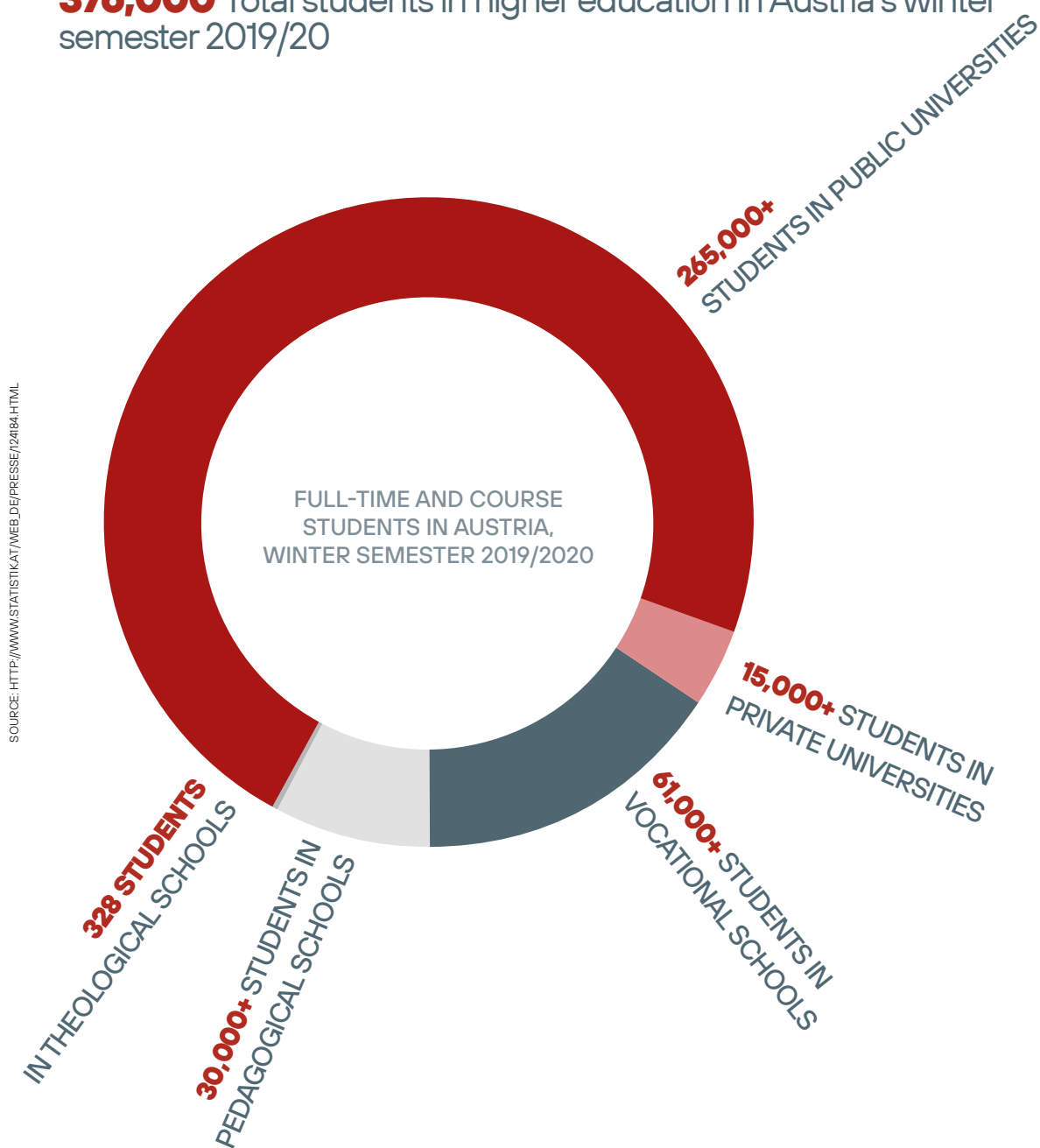
If you have attended an AHS but want to additionally acquire vocational training, then a college (*Kolleg*) might be a suitable option. These four- to six-semester courses (depending on whether the course is full-time or evening classes) are offered by some BHSs. There are colleges focusing on technology, arts and crafts, commerce, trade, elementary or social pedagogy, fashion, tourism, and economics. For admission, you must have passed a school-leaving examination (*Reifeprüfung*, see AHS, p 162), vocational matriculation examination (*Berufsreifeprüfung*, see Vocational Training, p 164) or a limited education entrance examination (*Studienberechtigungsprüfung*, see p 166). For technical colleges, having completed a four-year technical course is often sufficient. College graduates do not receive a bachelor's degree, but they pass a diploma examination that grants them certain rights according to trade regulations in the respective profession.

BILINGUAL VOCATIONAL SCHOOLS

The vast majority of vocational schools in Austria teach in German. However, there are bilingual schools (German and English), such as the International Business College Hetzendorf (a HAK) and schools with bilingual classes, such as HTL Spengergasse.

UNIVERSITY

376,000 Total students in higher education in Austria's winter semester 2019/20





102,000+ non-Austrians studying at tertiary educational institutions

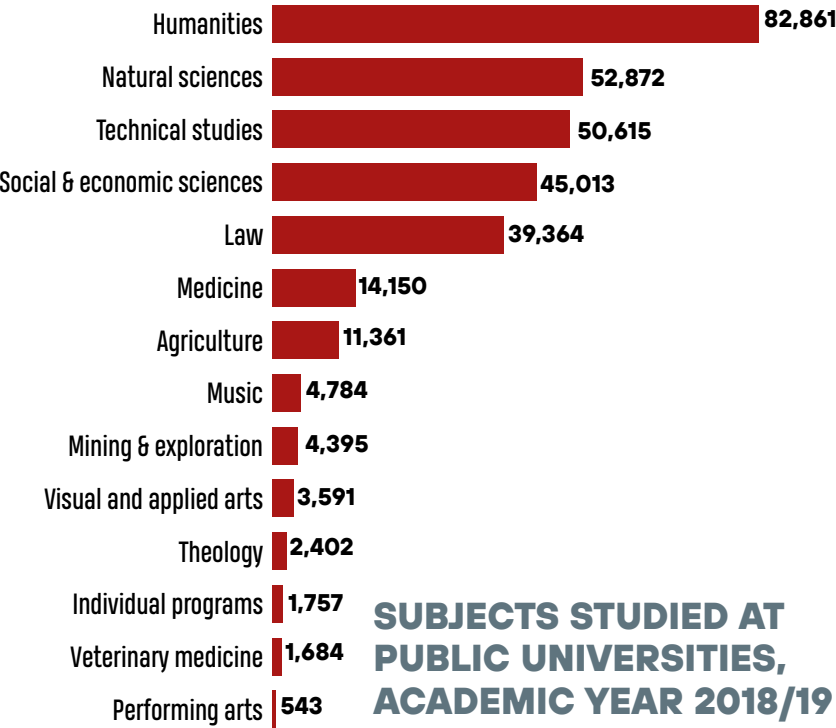
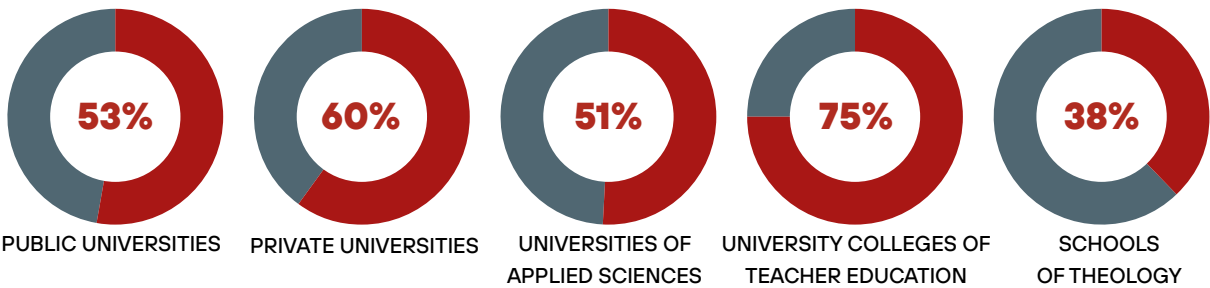
29% of all regular students at public universities were foreign citizens



47% of students at private universities were foreign citizens



PROPORTION OF WOMEN IN HIGHER EDUCATION



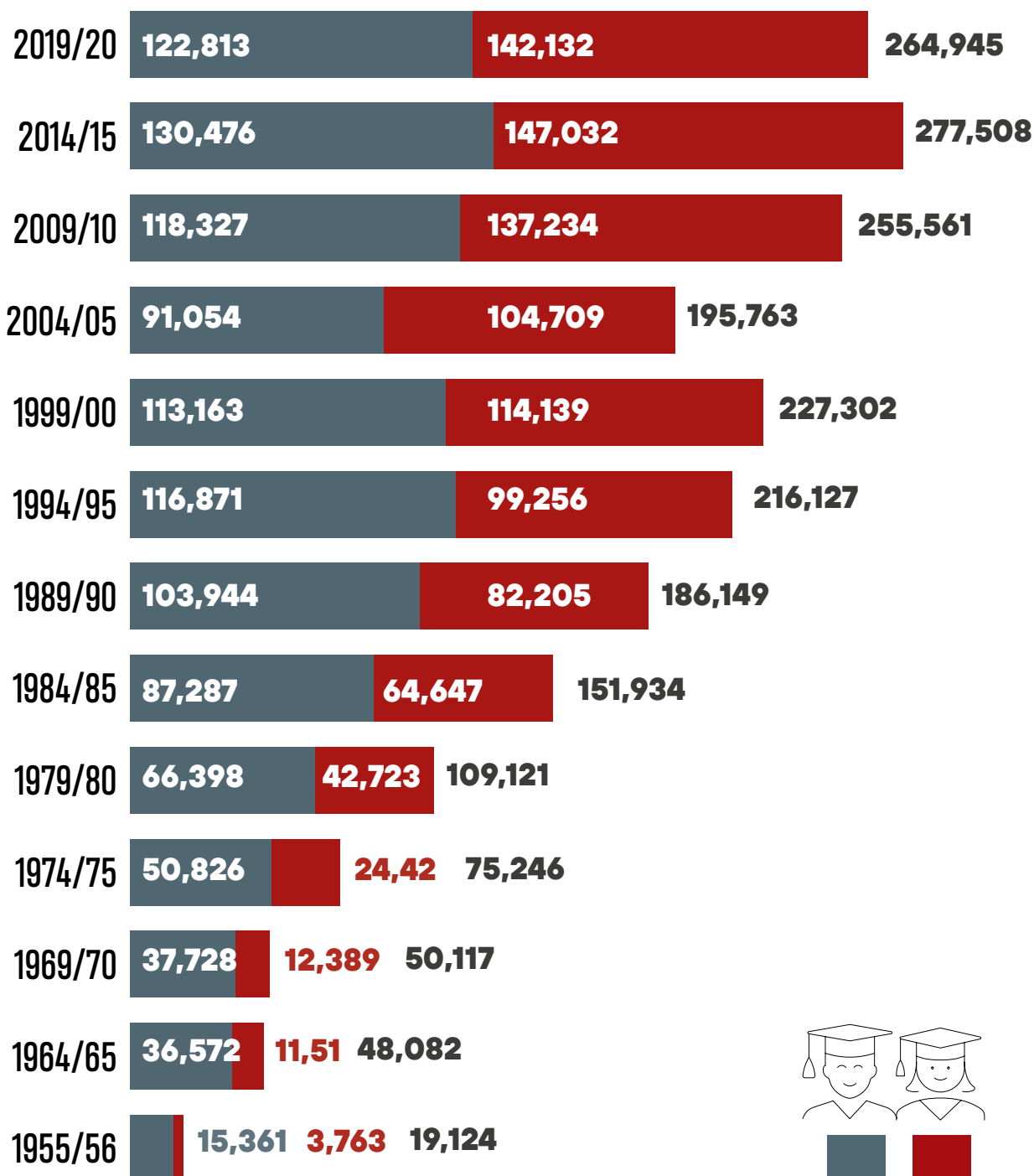
BACHELOR'S DEGREE
requires on average
8 semester (180 ECTS)

MASTER'S DEGREE
requires on average
6 semesters (120 ECTS)

PHD
typically requires
3 years

SUBJECTS STUDIED AT PUBLIC UNIVERSITIES, ACADEMIC YEAR 2018/19

NUMBER OF STUDENTS AT PUBLIC UNIVERSITIES FROM 1955 TO 2020



SCHOOL YEAR

At public universities, the winter semester (*Wintersemester*) is typically from October to January, and the summer semester (*Sommersemester*) lasts from March to June. Summer break therefore spans July, August, and September with a term break in February.

HOUSING

Students in Austria can apply for student housing. There are several organizations to support this, such as [home4students](#).

INSURANCE

If you are a student and do not yet have health insurance, for instance through a family member or a job, you can register for voluntary self insurance at very reasonable rates (around €63.44 per month). See more in Self-insurance, p 183 and *Meldezettel*, p 72).

HELPFUL LINKS

**STUDY PROGRAMS
AVAILABLE IN AUSTRIA**
studienwahl.at



THE BOLOGNA PROCESS
ec.europa.eu



**MORE INFORMATION
ON NON-DEGREE PROGRAMS**
slw.univie.ac.at



THE AUSTRIAN UNIVERSITY SYSTEM

With 88 higher education institutions in Austria, you can study anything from astronomy to zoology. The two main types of institutions are universities (*Universität/Uni*) and universities of applied sciences (*Fachhochschule/FH*). Most institutions are located in Vienna, which has a student population of nearly 191,000 — making it the biggest student city in the German-speaking region.

Since the Bologna Process, a three-tier degree system (bachelor, master, PhD) has gradually replaced the former two-tier system (*Magister/Diplom-Ingenieur, Doktor*). Some degrees require students to spend at least one term abroad, and the possibility of a voluntary internship/exchange or research stay in another country is open to all students. Most degrees from universities of applied sciences involve one practical training semester, and some are part-time to accommodate working students.

In contrast to some other countries, Austrian universities generally emphasize physical attendance and provide distance learning only to a limited degree, or in extraordinary situations, such as a pandemic. Attendance at lectures is usually voluntary, but mostly mandatory for seminars and exercises. At universities of applied sciences, students are usually required to attend most of the courses. People who have not passed a higher education entrance exam, or are simply interested in sitting in on public lectures in non-COVID-19 times, can do so within a non-degree program (*außerordentliches Studium*).

HOW TO STUDY IN AUSTRIA

RESIDENCE PERMIT

For longer stays you'll need to have a valid admission confirmation to a facility offering higher education in Austria, health insurance, a place of residence and sufficient means of subsistence (see *Meldezettel*, p 72). If the degree program you're applying to has an entrance exam, then the university can issue a "conditional notification of admission." EU/EEA and Swiss citizens need not take additional steps, but third-country nationals must apply for a student residence permit – a small card that also serves as your ID and is issued for 12 months at a time. To renew your visa, you need a minimum of 16 ECTS credits in an academic year.

YOU CAN APPLY AT THE RELEVANT AUSTRIAN REPRESENTATIVE AUTHORITY, OR FROM ABROAD, BY SUBMITTING THE FOLLOWING DOCUMENTS TO THE AUSTRIAN REPRESENTATION IN YOUR COUNTRY:

- ✕ Completed application form
- ✕ Photocopy of valid travel document
- ✕ Birth certificate or equivalent document
- ✕ Recent passport-size photograph following ICAO criteria (see [icao.int/security](https://www.icao.int/security))
- ✕ Police clearance certificate
- ✕ Notification of admission to Austrian education institution
- ✕ Proof of sufficient financial means for your stay (rates are adjusted each year, but they are usually around €500-€900 per month, depending on your age)
- ✕ Proof of accommodation in Austria (e.g. reservation at student hall, rental contract)
- ✕ Proof of (travel) health insurance (amount of coverage at least €30,000)

For further information about study-related immigration, see Chapter 2: Living.

ADMISSION PROCESS

Requirements, procedures, and deadlines differ among individual institutions, but you can generally expect international applications from outside of Austria to take at least 12 weeks to be processed. This frequently interferes with visa applications, so it's important to plan ahead. In the pop out box you can get a general idea of what is needed for your application, but make sure to contact the institution you want to apply to as soon as possible for specifics. Keep in mind that admission to a specific master's degree program usually requires that you hold a bachelor's degree in the same or related field that is recognized by the university program to which you are applying.

ADMISSION APPLICATION:

- ① Online pre-registration (if required).
- ② Submission of all required documents, including proof of higher education entrance examination (see International Academic Recognition and Nostrification (*Nostrifikation*) and proof of German language skills.
- ③ If applicable: entrance exam, interview or audition, or handing in your portfolio (often required at art schools).
- ④ If you're accepted, you receive an approval notification (*positiver Zulassungsbescheid*).
- ⑤ With this approval notification, you can apply for a confirmation of registration in Austria (*Aufenthaltsbescheinigung*), visa (*Visum*) or residence permit (*Aufenthaltsbewilligung*).
- ⑥ Note that if you move into an apartment/housing in Austria, you are required to register with the local registration office (*Meldebehörde*) within three days of moving in.
- ⑦ For enrollment (*Immatrikulation*), you must submit your approval notification, a copy of your passport/proof of citizenship, all required forms, and a passport photo.

Beware that some degrees, especially those with entrance tests, require you to pre-register online.

As long as you have completed studies within the EU, your academic achievements should easily be recognized, due to Austria's participation in the European Credit Transfer and Accumulation System (ECTS). For degrees awarded outside the EU, you can contact AAIS (*Anerkennungs-, Antrags- und Informationssystem*) for a nostrification (*Nostrifizierung*). Documents can be submitted online as originals or notarized copies of transcripts, in either German or English (see Translation services, p 50). For more information, consult the advisory center for migrants (*AST Perspektive – Beratungszentrum für Migranten und Migrantinnen*).

Entrance exams – if your selected field of study requires them – are mandatory for all applicants, even if you've passed comparable tests in your home country. Once you're admitted, you may be required to take additional exams (e.g. a Latin exam if you study medicine). In some cases, you will have an introductory and orientation period (*Studieneingangs- und Orientierungsphase, or STEOP*) during your first semester. Instead of an entrance exam, it is necessary to pass these required courses in order to continue with your studies. If you fail any of your STEOP exams, you can re-take them up to three times. From 2022/23 onwards, if you have failed three times, you will be automatically unregistered from the course and will not have the chance to take it again.

Universities of applied sciences select students through admission tests and interviews, but the number of students per course is usually limited. For extra-occupational studies, applicants with relevant professional experience may be preferred or even accepted without higher education entrance qualifications; this also applies for non-Austrians. At

most art schools, you need to hand in a portfolio or similar proof of your eligibility, while music and drama schools usually require applicants to pass auditions.

Admission to bachelor and diploma programs requires students to provide evidence of C1-level German language skills (see Learning German, p 176). If you are not at the required level, you can apply to a university preparation program, where you can prepare for supplementary exams in German, but also English, math, physics, chemistry, biology, history, and geography.

COSTS

Non-Austrians are often surprised that higher education at public universities is largely free, or very cheap. Fees can be divided into tuition fees, material fees, and a mandatory membership fee of €20.20 as of 2021 to the Austrian Student Association (*Österreichische Hochschülerschaft*, or ÖH).

If you have to pay tuition fees, you usually pay them online in advance of each term. For public universities, EU/EEA and Swiss citizens pay €383.56 per term, but only if it takes you longer than eight semesters to finish your bachelor's degree (or six to complete a master's degree). As a general rule, third-country nationals pay a tuition fee of €726.72 per term. However, the tuition may differ depending on your country of origin. As is to be expected, tuition fees are much higher at private universities.

WHAT ABOUT FINANCIAL AID?

For those who cannot afford tuition fees, different types of financial support are available. You must, however, fulfill certain conditions to be granted equal status with Austrian citizens regarding any direct federal aid. If your grade point average (GPA) is above 1.70, you qualify for academic grants. In short, EU/EEA and Swiss citizens are equal with Austrians, if they or one of their parents is a migrant worker (*Arbeitsmigrant*) or if they are "sufficiently integrated." Third-country nationals need permanent residence status, and refugees need proof of their refugee status to be considered.

HELPFUL LINKS

EUROPEAN CREDIT TRANSFER AND ACCUMULATION SYSTEM (ECTS)

ec.europa.eu



SUBMIT YOUR DOCUMENTS FOR CREDIT TRANSFER

aais.at



AUSTRIAN STUDENT ASSOCIATION

oeh.ac.at/en



FOR FURTHER INFORMATION, YOU CAN VISIT

grants.at or stipendium.at



ADULT EDUCATION

Life-long learning – the idea that people of all ages should have access to education and training – is one of the central pillars of modern Austrian educational policy. You can benefit from a wide range of courses, training and programs, sometimes for very low fees. The two main types of adult learning in Austria are Second Chance Education (*Zweiter Bildungsweg*) and Adult Education (*Erwachsenenbildung*). The former allows you to catch up on educational qualifications, such as preparatory courses for a higher education entrance examination, while the latter comprises all other types of personal and career advancement programs available to adults. The language of instruction, however, is typically German.

SECOND CHANCE EDUCATION (ZWEITER BILDUNGSWEG)

If you haven't completed a Lower Secondary School Completion Certificate (*Pflichtschulabschluss*), you can catch up on educational qualifications. You take exams in six areas of competence (German, English, mathematics, career orientation and two elective subjects, such as creativity and design, health and social care, nature and technology, or an additional language). Free preparatory courses are offered by *Volks-hochschulen* and the *Berufsfoerderungsinstitut*, BFI. Once you have completed the course and received the certificate, you can go on to finish high school (*Matura*) or take on an apprenticeship. Apprenticeships are offered in a variety of subject areas, including but not limited to medical assistance, tailoring, electrical mechanic, carpentry, computer science, and dental technician.

If you want to apply for higher education but have not completed an A-level or the equivalent thereof, there are several options, depending on your circumstances. People who have been home-schooled or educated at a non-accredited school can take an entrance examination for external students (*Externistenreifeprüfung*), people preparing for a specific study program can take the limited higher education entrance examination (*Studienberechtigungsprüfung*, SBP). People with vocational qualifications wanting to either climb to a higher salary grade or go to university can take the general higher education entrance exam (*Berufsreifeprüfung*).

(see Secondary Education "AHS" for more details on *Matura* examinations, p 162)

ADULT EDUCATION (ERWACHSENENBILDUNG)

Whether you want to train for a specific job, improve your employment prospects, or simply add to your knowledge, Austria offers numerous possibilities for adult education and life-long learning. The country's leading provider of labor-market-related services (*Arbeitsmarktservice*, or AMS), for example, offers qualification opportunities and training, as well as financial assistance. Those unemployed, employed job-seekers, first-time workers and school-leavers can all apply for relevant training. The AMS also runs career information centers (*BerufsInfoZentrum*, or BIZ) where you can get advice on various professions and employment opportunities.

If you want to catch up on vocational training — whether it be a certification of skills in a particular computer program or a post-secondary vocational course in engineering — you can find a suitable course at institutions such as the *Berufsförderungsinstitut* (BFI) or the *Wirtschaftsförderungsinstitut* (WIFI). Many higher education institutions also offer so-called continuing education courses (*Universitätslehrgänge* or *Weiterbildungslehrgänge*) to deepen or acquire supplementary qualifications in a specific subject area. A requirement of enrollment is often to have completed a relevant course of study or to possess comparable professional experience. Lastly, you can add to any skill or learn a new one at a community college (*Volkshochschule*, VHS). Whether it be a new language, an art class or personal development, you should be able to find a course of interest.

COSTS

Several types of financial aid are available for people who want to continue their education. For instance, you can apply for a €300–€3,000 training account (*Bildungskonto*) at the *Wiener ArbeitnehmerInnen Förderungsfond* (WAFF).

If you are employed in Austria, you can contact the AMS to apply for educational leave (*Bildungskarenz*) of up to one year in total (to be completed within four years). During this time, as long as you attend a training course for at least 20 hours per week, you are entitled to financial support in the amount of unemployment benefits. During *Bildungskarenz*, the AMS provides up to €14.53 daily.

HELPFUL LINKS

AMS

ams.at



BIZ

ams.at



VHS

vhs.at



CAREER GUIDANCE

erwachsenenbildung.at



oe-cert.at



ADVICE FOR FOREIGN WORKERS:

migrant.at/sprache/english/



VIENNA EMPLOYMENT PROMOTION FUND

waff.at/en/



HELPFUL LINKS

CEFR

coe.int



TEST YOUR CURRENT
GERMAN LEVEL HERE

goethe.de



LANGUAGE COURSES
OFFERED BY THE
UNIVERSITY OF VIENNA

sprachenzentrum.univie.ac.at



LEARNING GERMAN

When asked what inhibits them most in their careers, expats frequently cite their level of German, which can limit job opportunities and career advancement. There are many options for learning German at all levels of proficiency. Austria follows the Common European Framework of Reference for Languages (CEFR), which divides language competency into six levels (A1, A2, B1, B2, C1, and C2). This provides a level playing field, an effective way to measure your abilities and a clear path to improvement.

LANGUAGE LEVELS RECOGNIZED IN AUSTRIA

BASIC LANGUAGE ABILITY (A1 AND A2)

A1 – Beginner: The ability to both use and understand familiar everyday expressions and basic phrases, as well as interact verbally in a simple way.

A2 – Waystage: The ability to use and understand sentences and expressions related to relevant topics, such as personal and family information, shopping, local geography and employment.

INDEPENDENT LANGUAGE ABILITY (B1 AND B2)

B1 – Intermediate: The ability to understand the main points of a clear discussion or input on familiar matters you'll likely encounter at work, school, leisure or while traveling.

B2 – Upper intermediate: The ability to firmly grasp the main ideas of a complex text on topics both concrete and abstract in nature, including specialized discussions in your professional field.

PROFICIENT LANGUAGE ABILITY (C1 AND C2)

C1 – Advanced: The ability to express yourself fluently and spontaneously. Flexible and effective language use in social, academic and professional situations.

C2 – Mastery: The ability to effortlessly understand everything you hear or read as well as deciphering the finer shades of meaning in the German language.

FINDING A COURSE

Many universities, as well as numerous public and private institutes, offer German courses. The Austrian Integration Fund (*Österreichischer Integrations Fonds*, or ÖIF) together with the Austrian Institute (*Österreich Institut*, or ÖI), offer a great overview of available courses at any level via their online language portal (*Sprachportal*). Whether you are already in Austria or planning to move, you can filter by local or international institutions. Companies in need of German lessons for their employees can contact *Österreich Institut* for various offers.

COSTS AND SUBSIDIES

The cost of a German course can vary widely, from free to several hundred euros, depending on the institute, duration, and proficiency level. That shouldn't stand in your way, however, as Austria offers several ways to obtain language vouchers and qualify for discounts or even free lessons.

As a part of the Start Coaching program, Vienna provides vouchers (*Sprachgutschein*) for courses at selected providers. In other Federal States in Austria you can consult the ÖIF, and they are often provided by the VHS and AK. Qualifying third-country nationals seeking to obtain a residency permit (and who have existing family ties in Austria) can receive up to €300 (3x €100), while citizens from the EU/EEA and Switzerland can receive up to €150 from ÖIF.

If you are seeking employment or want to increase your chances on the job market, you can apply for financial support from the Austrian Public Employment Service (AMS) or the Vienna Employee Promotion Fund (WAFF) if you live in Vienna. For other subsidies, contact the ÖIF or the *Sozial- und Weiterbildungsfond* (SWF).

FREE LESSONS AND MATERIALS

Across Austria, women can attend women-only courses where they learn how to read and write in German. The courses are free of charge and even include child care. Furthermore, the EU-backed project **Deutsch.info** offers free online German courses for levels A1, A2, and B1 in 13 languages. ÖIF's *Sprachportal* also offers a variety of free online exercises, as well as recommended books for adults and children.

HELPFUL LINKS

LEARNING GERMAN AT THE UNIVERSITY OF VIENNA

sprachzentrum.univie.ac.at



GERMAN LANGUAGE LEARNING PORTAL

sprachportal.integrationsfonds.at/english/



AUSTRIAN INTEGRATION FUND

integrationsfonds.at/en/home



START COACHING INTEGRATION COURSE

startwien.at/en/startcoaching



AUSTRIAN PUBLIC EMPLOYMENT SERVICE

ams.at



WOMEN-ONLY COURSES

vhs.at/de







HEALTH CARE

INTRODUCTION

Few countries in the European Union spend as much on health care as Austria, which invests more than a 10th of its GDP as of 2018, according to the Ministry of Social Affairs. Thanks to compulsory insurance (*Pflichtversicherung*) about 99.9% of the population is insured. This means there are no increased rates or exclusions for pre-existing conditions, or lifetime caps on coverage. With 500 practicing physicians per 100,000 inhabitants, you are guaranteed access to medical help anywhere, anytime.

Comprehensive coverage includes high-quality treatment for everything from the common cold to heart surgery, plus free yearly checkups for adults (if you are not insured), and amazing support for mothers to be (see Pregnancy, p 195). Generally, you have two options: public insurance alone, or public plus supplemental private insurance. With public insurance alone, you contribute small co-payments for treatment from a wide selection of doctors and public hospitals. With supplemental private insurance, you have the option of consulting private doctors, with potentially higher fees in specific cases being covered fully or in part depending on your insurance. In many cases, the amount of your co-pay and your type of insurance are determined by your employer. However, anyone can purchase private insurance, even if the employer doesn't offer it. Those interested in the legal ins and outs of Austrian social insurance can study the respective social insurance acts (*Sozialversicherungsgesetz*).

You must get insured, but how? With few exceptions, everyone must get health insurance. This requirement and the rate of contributions are independent of nationality, place of residence in Austria or individual medical risk factors. However, you are not free to choose your public insurer (see Insurance, p 182), as this is determined by your occupation. The costs and benefits are similar for the individual insurance schemes, but the steps you follow to become insured are different.



REGISTRATION AND E-CARD

REGISTRATION

Those employed in Austria, as well as public servants, are automatically insured through their employers. Those earning less than €475.86 as of 2021 (*Geringfügig*) are not directly insured but can take out self-insurance or receive coverage from another job if they do not already have coverage. You can insure your spouse, registered partner, and children through co-insurance.

EMPLOYEES AND PUBLIC SERVANTS

As an employee, your insurance institution is the Austrian Health Insurance Fund (*Österreichische Gesundheitskasse, ÖGK*). Civil servants, such as politicians, university staff, teachers, as well as farmers and workers in the railway and mining industries are insured via BVAEB. So what do you have to do? Nothing — it is the employer's responsibility to register you, with coverage beginning on the day you start to work. How much do you pay? The employee pays from 1.5% to 3.9% of his or her income, depending on the insurer, which is matched by the employer.

BUSINESS OWNERS AND FREELANCERS

As a self-employed person, you are insured with the Social Insurance Institution for the Self-Employed (*Sozialversicherungsanstalt der Selbstständigen*, or SVS). Here, it is important to make a distinction between business owners or partners and freelancers (see Self-employment, p 96). So what do you have to do? In short, if you need an Austrian business license (*Gewerbeberechtigung*) to practice your trade, or if you are a liable partner in an OG, KG, or a GmbH (various forms of businesses in Austria), you are obliged to get insurance. You are automatically signed up for insurance once you register your business. Freelancers not operating with a business license need to register as soon as their annual income exceeds €5,370 monthly *gross*, or pay retroactively. If the freelancer's earnings are below the *Geringfügig* limit, their self-insurance rates are as they are for all *Geringfügig* workers. How much do you pay? In total 7.65%, however 3.87% of earnings is paid by the freelancer and 3.78% by the employer, with a minimum payment of €475.86 per quarter, regardless of your income. Any income exceeding €5,370 monthly is not subject to an *SV-Beitrag* (insurance contribution). However, any amount you earn above €77,770 annually as of 2021 does not increase your contribution. When your total income exceeds the *Höchstbeitragsgrundlage*, or €77,770, the difference between this and the highest annual income is the value the insurance is based on.

If you are both employed and self-employed, the income from all your economic activity is added up, calculating your contribution basis. Your insurance depends on your highest source of income; if your salary is higher than what you earn as a self-employed person, you are covered by the ÖGK — and vice versa.

SELF-INSURANCE

If you are a student or earn less than €475.86 (*Geringfügig*) a month as of 2021, you can opt in to self-insurance (*Selbstversicherung*). If, however, you are a retired expat, it is obligatory. Those receiving social or welfare benefits are automatically insured (see Social security, p 194). The usual monthly contribution is €454.86, but it is considerably reduced for students and others with limited financial resources. Self-insurance coverage is mostly comparable to public insurance, with some notable exceptions, such as sick leave and maternity benefits.

CO-INSURANCE

Whether insured via ÖGK, BVAEB, SVS or self-insurance, you are able to co-insure your dependents so they receive the same benefits as you, as long as they are also Austrian residents. Dependents include spouses and registered partners, children (born in or out of wedlock, adopted or raised by single parents) as well as stepchildren and grandchildren permanently living in the same household as the insured.

E-CARD

Since 2005, everyone insured, including co-insured family members, have received an e-card — a smart chip card you'll need to bring to all medical consultations. It serves as proof of your insurance status and provides medical professionals access to your Electronic Health Record (ELGA). It's recommended to carry your e-card at all times, as it unlocks your universal access to the public system of hospitals, doctors, and treatment centers across the country, including Austria's world-renowned health spas (*Kuren*).

With the e-card, doctors and pharmacists can see what medications you take, helping them prevent adverse effects from incompatible medications. It also allows your doctor to upload prescriptions electronically, so you get recurring drug prescriptions hassle-free from your local pharmacy. While your data is protected, you can still choose to opt out of the ELGA system. You can access the ELGA portal any time to monitor your personal data. Another electronic ID all Austrian residents are recommended to get is the Mobile Phone Signature and Citizen Card (*Handysignatur und Bürgerkarte*). With this, you can easily log into essential online services, such as filing your taxes or submitting bills from private doctors to public insurers for partial reimbursement.

HELPFUL LINKS

**ELECTRONIC
HEALTH RECORD**
elga.gv.at



**MOBILE PHONE
SIGNATURE AND CITIZEN CARD**
buergerkarte.at



HEALTH INSURANCE

THE INSURANCE SYSTEM

Austrian social insurance has a complicated structure, involving several players on the national and regional levels. It includes health, pension, and accident insurance, but under special circumstances, you may be exempt from opting into health insurance and/or pension payments.

HELPFUL LINKS

AUSTRIAN WORKERS' COMPENSATION

auva.at



AUSTRIAN PENSION INSURANCE FUND

pva.at



PENSION APPLICATION

versicherungen.at



ACCIDENT INSURANCE

Workers, employees, and students from kindergarten through university automatically have accident insurance (*Unfallversicherung*) through The Austrian Workers' Compensation Board (*Allgemeine Unfallversicherungsanstalt*, or AUVA). Self-employed are covered through the SVS. For workers and employees, this only covers accidents that take place at work or on your way there, as well as any occupational illness you might suffer from. For students, any injuries with causal relation to education are covered. For university students, their citizenship and residence status determine coverage, as not all pupils have accident insurance. To receive increased support, you can apply for supplementary insurance, also through the AUVA.

HEALTH INSURANCE

Compulsory health insurance (*Krankenversicherung*) covers a wide range of treatments, from primary and hospital care, to specialized and emergency care, X-rays, maternity services, psychotherapy, prescription medicines and rehabilitation. There are three public insurers in Austria. The ÖGK covers all employed people, while the BVAEB covers public servants. The SVS takes care of the self-employed. These differ slightly in how they make benefits available and in how much they ask the insured person to contribute in fees or co-payments, but overall, they are similar. One difference is that the SVS often requires patients to pay up to 20% of doctors' bills (*Selbstbehalt*). This can eventually be reduced to either 10% or 5% as long as you meet predefined health goals, set by you and your doctor.

PENSION

A certain amount of your social insurance contribution goes toward your pension, managed by the Austrian Pension Insurance Fund (PVA). For people who do not plan to retire in Austria, it's important to note that that pension will be paid out to you no matter where you are, and does not need to be cashed out upon leaving the country. To acquire the pension, you need to apply for it from your Austrian insurance agency, preferably before leaving the country. Once you reach retirement age, you may have your pension paid to you, or you can transfer it to another fund in the country you are moving to.

WHAT'S COVERED?

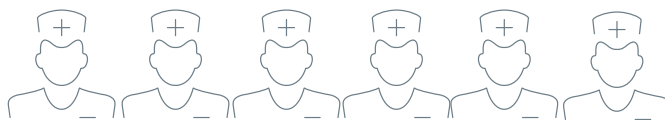
Austrian doctors are taught a holistic approach to treatment and will gladly recommend alternative treatments, such as traditional Chinese medicine, homeopathic medicine or treatment at a health resort (*Kur*). But what is covered by your insurance?

FACTS ABOUT AUSTRIAN HEALTH CARE



84 years average
life expectancy
for women

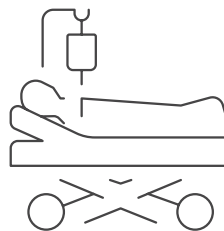
79 years average
life expectancy
for men



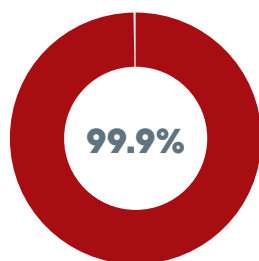
6 AVERAGE number of doctor's visits per person, annually



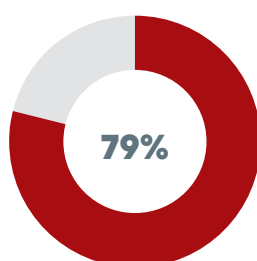
26 AVERAGE prescriptions
filled per person, annually



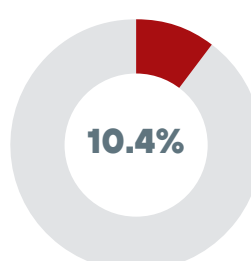
**OVER 65,000
HOSPITAL
BEDS**, Austria has
the fourth largest
number among
OECD countries



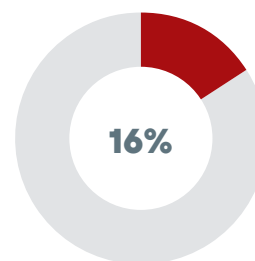
of the population has
health insurance



of Austrians over the age of 14
consider themselves in good health



of GDP spent on health care,
one of the EU's highest



spent by the average person
out-of-pocket; the rest is covered

OUTPATIENT CARE



GENERAL PRACTITIONER (HAUSARZT)

GPs contracted with the public health insurers will provide you with primary care, including yearly health checkups, immunizations, blood work, and medical prescriptions (*Rezept*), as well as referrals (*Überweisung*) for specialized treatment, consultations with specialists and examinations such as allergy or radiology tests. You are free to choose a private GP for longer consultations for a fee. To find a doctor contracted with public insurers, look for *Alle Kassen* or *Kassenarzt* (see Health Infrastructure, p 190).



SPECIALISTS

Services offered by specialists are covered, but it is recommended to have a referral from your GP when making an appointment. The number of appointments you can have is not limited, but you may only see one specialist per specialty area every three months, and you may need a new referral for subsequent visits. Many people choose to see private specialists for more in-depth consultations, the costs of which are partially reimbursed by public insurance on a case-by-case basis.



BASIC DENTAL CARE

Public insurance covers necessary dental expenses such as white fillings, though this does not include regular cleaning. It also covers emergency treatments for pain and endodontic treatment, such as root canals or tooth removal. In these cases, anesthesia is included. Since July 2015, fixed orthodontic treatment for anyone under 18 years is covered, as long as it falls within the required treatment index.

HELPFUL LINKS

DENTAL TREATMENT INDEX

oesterreich.gv.at



EMERGENCY CARE

No emergencies will be turned away at an emergency room (*Notfallaufnahme*), but eventually you will need to provide proof of coverage. When transported by ambulance in a case of emergency, all costs are covered by your insurer. However, if the receiving doctor finds that you were transported for a non-emergency, you will have to bear the steep cost of the ambulance service, starting at around €800, depending on the distance from the hospital.



MEDICATION, HEALTH AIDS AND THERAPEUTIC APPLIANCES

As long as you have a prescription (*Rezept*) and your drug is on a list of subsidized medications, a nominal fee of €6.50 is charged, unless you meet certain requirements to waive the fee. Over-the-counter drugs, supplements, and alternative medication are not subsidized. If prescribed by a doctor, up to €498 of health aids such as orthopedic shoes or visual aids, might be covered per year, with the insured person paying a 10% deductible.

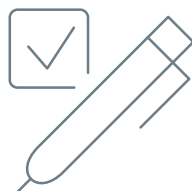


CONTRACEPTION, FAMILY PLANNING, PREGNANCY AND BIRTH

All medical procedures related to childbirth, including planned or emergency C-sections, are covered by public insurance (see Pregnancy, p 195). However, public insurance does not cover the costs of contraceptives. Abortions are not reimbursed unless there is a medical reason, and costs range between €350 and €800, with potential additional costs, depending on the method of abortion used.

VACCINES

Austria offers free standard immunizations for children up to 15 years, which can be obtained through most pediatricians and general practitioners, or via your local district authority (*Bezirkshauptmannschaft*). Many vaccinations are mandatory for children and follow a strict schedule.



VACCINATION CHECKLIST

☐

DIPHTHERIA

☐

MEASLES

☐

PERTUSSIS
(WHOOPING COUGH)

☐

MUMPS

☐

TETANUS

☐

RUBELLA

☐

HAEMOPHILUS
INFLUENZA TYPE B

☐

PNEUMOCOCCUS

☐

POLIOMYELITIS

☐

ROTAVIRUS

☐

HEPATITIS B

☐

MENINGITIS

HELPFUL LINKS

FOR MORE INFORMATION, VISIT THE
VACCINATION AND TRAVEL MEDICINE
SERVICE

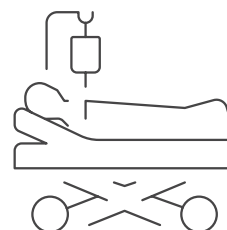
wien.gv.at



INPATIENT CARE

HOSPITAL STAYS

If you stay at a public hospital, your insurance pays for accommodation, food, care, medical examinations and treatment. The patient pays a modest daily contribution for this service. To stay at private hospitals, you must pay the bill yourself, although you might receive partial reimbursement. Medical transport services in the event of accidents, emergencies or an inability to get to the hospital yourself due to a medical condition, are usually covered, or at least partly reimbursed (see Health infrastructure, p 190).



REHABILITATION AND PHYSICAL THERAPY

To be eligible for rehabilitation, a doctor must certify that a patient is a suitable candidate and establish a projected timeframe for recovery. Purely medical rehabilitation, defined as deriving from substance abuse, burnout, physical injury or surgery, is covered by public insurance for up to six weeks, apart from a daily fee between €8.90 and €21.63. Experimental or non-essential medical therapies are not subsidized.





TREATMENT AT A HEALTH SPA

As a preventive measure (or in order to manage mild ailments), most insurers will help you foot the bill for a stay at a health spa (*Kur*), as long as certain medical requirements are met. Many people make use of a *Kur* to manage chronic stress, physical ailments, or a combination of both. If your application is granted, your stay is covered for up to three weeks, apart from a daily fee between €8.90 and €21.63.

END OF LIFE

There are 322 hospices and palliative care facilities in Austria. Many of these services are offered to patients at hospitals or to patients transferred to another facility. These can also be provided at home: There are roughly five dozen mobile palliative teams established across the country. These medical professionals help assure elderly and terminally ill patients will remain comfortable in their final days.

MENTAL HEALTH AND ADDICTION

Public insurance offers a range of mental health services free of charge through contract partners and at specialized facilities for drug rehabilitation, trauma, and eating disorders. Many hospitals also offer psychotherapeutic treatment free of charge. However, be aware that waiting times can be long.

If you consult a freelance psychotherapist, you are entitled to a partial reimbursement, as long as your chosen psychotherapist is covered by insurance and certain conditions are met. Most importantly, a mental disorder must be authenticated, and a medical examination must take place, at latest prior to your second therapy session. You can expect a minimum reimbursement of €28 to €65 per session, depending on your insurer — but the amount can be as high as 80% of the full cost. Fifty-minute session fees will vary from €70 to €200.

If you can't afford therapy, you can contact the Social Psychiatric Clinic in your district and place your name on a waiting list. The complete cost will be covered by insurance but the wait time might be up to four months, and you do not have a choice of therapist. Alternatively, you can call therapists and ask if they have an available insurance-covered space (*Kassenplatz*).

SUPPLEMENTAL CARE

ALTERNATIVE MEDICINE

Although around 80% of Austrians avail themselves of at least one form of complementary or alternative medicine each year, most of it is not covered by public insurance. But some exceptions are made for homeopathy and pain alleviation measures, such as acupuncture, in the public health system. Medicinal cannabis is technically legal, but the law does not permit its sale in traditional dispensaries, and the costs are not subsidized.



LIFESTYLE MEDICINE

Preventive activities such as consulting a nutritionist, taking a specialized gym class, practicing mindfulness, yoga, or meditation, are, in most cases, not subsidized by your insurer. However, if insured through SVS, you can apply for a €100 voucher once a year (SVS *Hunderter*) to help carry the costs of such activities, as long as you choose from a predefined list of partners.



PRIVATE INSURANCE

Patients with private insurance have access to additional health care providers and can access additional amenities and treatments. If you do not want to share a hospital room with other patients, or you plan to regularly consult private doctors, it makes sense to invest in supplemental, i.e. private insurance (*Zusatzversicherung* or *Privatversicherung*).

Private insurance offers obvious perks, but there are some downsides. While public insurance does not discriminate, a private insurer will level charges depending on your age, medical history, and other risk factors. Monthly rates might range between €35 and €500, depending on your age when you first apply. Once you turn 64, you will not be able to get private insurance. Some patients also complain that once doctors know you are privately insured, they will overcharge for their services, for which you have to pay up front.

HEALTH INFRASTRUCTURE

Getting insured is only the first step. Knowing where to go when sick or seeking treatment is just as crucial. As long as you're not experiencing an emergency, it is best to schedule an appointment with your general practitioner (*Hausarzt*). There, you can get prescriptions and referrals for specialized treatments, tests, or consultations — although you are free to contact any specialist directly. Let's take a closer look at what you can expect.

WHERE DO YOU....?

...find the right doctor?

The easiest way is to visit the online directory of the Austrian doctors association.

...find the right hospital?

Visit *Kliniksuche* and filter by area, specialty and insurance type.

...get your teeth fixed?

You can contract with any dentist here: www.zahnaerztekammer.at

...get vaccinated?

Either at a pediatrician, your GP or your local district authority.

...get a health checkup?

At your GP or specialized public health centers.

...get an X-ray or an MRI scan?

With a referral, you can find the nearest facility here: www.aerztekammer.at/arztsuche. Click on your region and then select *Radiologie*.

...get an allergy test?

With multiple allergy centers in Austria, search for *Allergiezentrum* or *Allergie-Ambulatorium*.

...have surgery?

Once your surgery has been medically approved, it depends on availability.

...give birth?

At the hospital, private clinic or even at home, depending on your preference.

...get physiotherapy?

With a referral from your doctor, you can choose from several contractual partners.

...have psychotherapy?

You can find a therapist here: www.psychotherapie.at.

...get contraceptives?

At a pharmacy or a shop that sells OTC's and hygiene products.

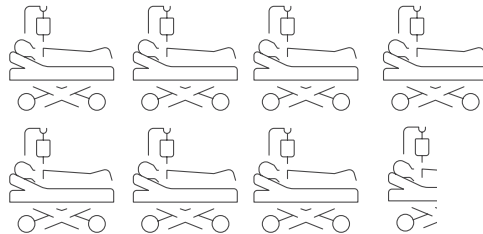
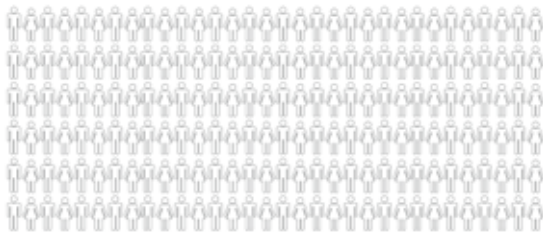
...get medication?

At the pharmacy. Remember to bring your prescription!

...get a blood test?

Your GP either draws blood directly or sends you to a specialized laboratory.

FACTS ABOUT AUSTRIA'S HEALTH INFRASTRUCTURE



65,000+ hospital beds, translating to 7.4 beds per every 1,000 inhabitants



23,800+
specialists (2.7 per 1,000)



14,000+
general practitioners (1.6 per 1,000)



7,900+
doctors in training (0.9 per 1,000)



5,027+
dentists (0.6 per 1,000)



2,351+
pharmacies



900+
outpatient clinics



844+
nursing homes



271+
hospitals, public
and private



70+
rehabilitation
centers



650
years ago, the Medical
University of Vienna was
founded by Empress
Maria Theresia

GOOD TO KNOW

You can visit any GP as long as they accept new patients.

You can see one specialist per area of specialty, as often as you need, every quarter.

You can contract with any dentist.

HELPFUL LINKS

AUSTRIAN MEDICAL CHAMBER

aerztekammer.at



GENERAL PRACTITIONERS (HAUSARZT)

Central to the Austrian health care system is having a general practitioner. Considering they are the first stop if experiencing illnesses with mild symptoms, you would be well advised to find a doctor you feel comfortable with, and ideally close to where you live. If your German is still very basic, the best method for finding an English-speaking general practitioner (and other languages), is through the Austrian Medical Chamber's website. There you'll find links to online portals in every Austrian province, and can further filter by location and language.

Your GP can take care of injuries that are non-life-threatening, routine check-ups, immunizations, bloodwork (either directly or via referral to a lab), and physical examinations. In fact, you are entitled to a complete physical checkup once a year. Your GP will also prescribe (*Rezept schreiben*) medication (*Medikamente*), provide you with referrals (*Überweisung*) to more specialized care and sign your sick leave slip (*Meldung des Krankenstandes*) in case you are unable to work.

Although you can contact most specialists directly, you will need a referral in certain cases, such as for allergy tests or radiological examinations.

SPECIALISTS (FACHARZT)

You are allowed to see one public specialist per area of specialty every three months. This is done to prevent "doctor shopping" and to ensure fairness within the system. However, you can have as many appointments with your chosen specialists as needed. You can always consult private specialists additionally, but you must pay upfront. Many public hospitals have specialized clinics (*Ambulanzen*), dealing with anything from eyes to headaches. These are covered by public insurance, but waiting times can be long.

HOSPITALS AND CLINICS

With the fourth highest number of hospital beds among all OECD countries, Austria has a robust and diverse network of inpatient care facilities. A majority of the 271 hospitals are public, non-profit facilities, providing roughly 80% of total bed capacity. Private hospitals offer perks such as increased personal space and shorter waiting times, but the quality of medical care does not differ.

Austrian hospitals can be roughly categorized into acute (general or specialized) and non-acute. The former cater to patients needing relatively short stays, including emergency care, while the latter focus on specialized care such as rehabilitation (see Care leave, p 201) and long-term care.

With roughly 2.83 million inpatient stays recorded annually, Austrians seek care in hospitals more than in any other country. Due to this, authorities have taken active measures to promote the GP as your first stop for non-emergency treatment.

GETTING YOUR MEDICATION

With over 2,300 pharmacies in Austria, access to medication is all but guaranteed. Standard opening hours are 8:00–18:00 on weekdays and 8:00–12:00 on Saturdays. A fixed number of 24-hour pharmacies are always in rotation, no matter the day. For most drugs you will need a prescription (see Pharmacy, p 202).

IN CASE OF EMERGENCY

In an emergency situation, which affects life and limb, the first step is to dial 144 (*Rettungsdienst*) on any Austrian phone to summon an ambulance. If you make your own way to the hospital, locate the Emergency (*Notfall*) or Accident (*Unfall*) departments. *Notfall* is for life-and-death situations, while *Unfall* is reserved for injuries that are non-life threatening. If you are unsure whether your problems constitute an emergency, but you can't get to a doctor, you can call 141 for an emergency doctor (*Ärztenotdienst*).

HELPFUL LINKS

SPECIALIZED CLINICS

kliniksuche.at



LOCATE YOUR NEAREST

PHARMACY HERE

apothekekammer.at



SOCIAL SECURITY

Whether you face temporary unemployment or are unable to work because of illness, the Austrian social system is designed to provide a safety net.

COVERAGE ABROAD

As long as you are traveling in an EU/EEA member state and the doctor or clinic has a contract with your insurance provider, you simply show your e-card to get treatment. For many other countries, you need to bring an international treatment certificate. In some cases, such as Switzerland, the European Health Insurance Card (EKVK) on the back of your ecard is accepted. If you fall ill in a country outside of the EU/EEA, you pay for all costs, but can later apply for a small reimbursement, as long as you keep the invoice.

SICKNESS BENEFITS

If your doctor verifies that your illness prevents you from being able to work, you will receive sickness benefits. For workers and employees, the ÖGK pays 50 percent of your gross income beginning on your fourth sick day, while the SVS holds off for 43 days before paying out a daily allowance of €31.55 for a maximum of 20 weeks. In either case, you need to visit your doctor to renew your sick leave note every two weeks. If you are self-employed and unable to work for a period (for example, due to an accident), but have someone who is able to run your business while you recover, you can apply for the *Betriebshilfe* program.

OTHER SOCIAL BENEFITS

Insurance during unemployment: Every salaried employee automatically pays into unemployment insurance. If you lose your job, Public Employment Service Austria (AMS) pays for your social insurance until you find new employment.

Needs-based minimum benefits: Those who receive the needs-based minimum benefits (*Bedarfsorientierte Mindestsicherung*), which are monthly benefit payments for long-term unemployed people and those in need, also get an e-card and full access to health care free of charge.

Exemptions from fees: Austrian residents who earn less than €1,000.48 per person or €1,578.36 per partnership per month can apply for exemption from paying prescription fees and the daily allowance for inpatient care. This relates to those employed as well as self-employed.

Family support: You are entitled to a paid maternity or paternity leave (see Parental leave, p 197) as well as child benefits (*Kindergeld*).

PREGNANCY

Austria has a reputation as one of the most baby friendly countries on the planet. Its world-class health care includes excellent services for you and your baby during and after pregnancy. There is a wide variety of birthing options, generous maternity and paternity leave and other benefits. Many of the experienced health care professionals have excellent English skills, and there are many social and support groups for parents. So no need to feel overwhelmed, this section will walk you through everything you need to know. You'll learn about the initial steps and preparations you should make once you discover you are pregnant, the benefits of *Mutterschutz* and *Väterkarenz*, and much more. This chapter will advise you on everything you need to know, apart from choosing a name that is.

THE MOTHER-CHILD BOOKLET (MUTTER-KIND-PASS, OR MUKI)

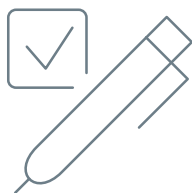
The booklet is provided by your doctor and is used to keep track of the health and medical examinations of pregnant women and their babies through the child's fifth birthday. With it, you'll also receive your International Certificate of Vaccination or Prophylaxis (*Impfpass*). If you present a doctor (who accepts your insurance) with your *Mutter-Kind-Pass*, examinations for both you and your child will be free of charge. You can keep track of every appointment from pregnancy to kindergarten in the little yellow booklet. During the pregnancy (*Schwangerschaft*), there are five mandatory examinations for your unborn child.

Over the first 14 months of your baby's life and up until the age of five – there are nine required examinations for your child.

THESE INCLUDE:

- ✕ weighing your child
- ✕ evaluating the child's general physical development
- ✕ vision and hearing tests
- ✕ compiling your family's medical history, and assessing the necessity for any specialist examinations for specific conditions

You will need to have proof of attendance for all 14 of the compulsory examinations, otherwise your child care benefits during maternity leave could potentially be cut in half. If attendance of just one examination lacks proof, €1,300 will be deducted from your child care allowance.

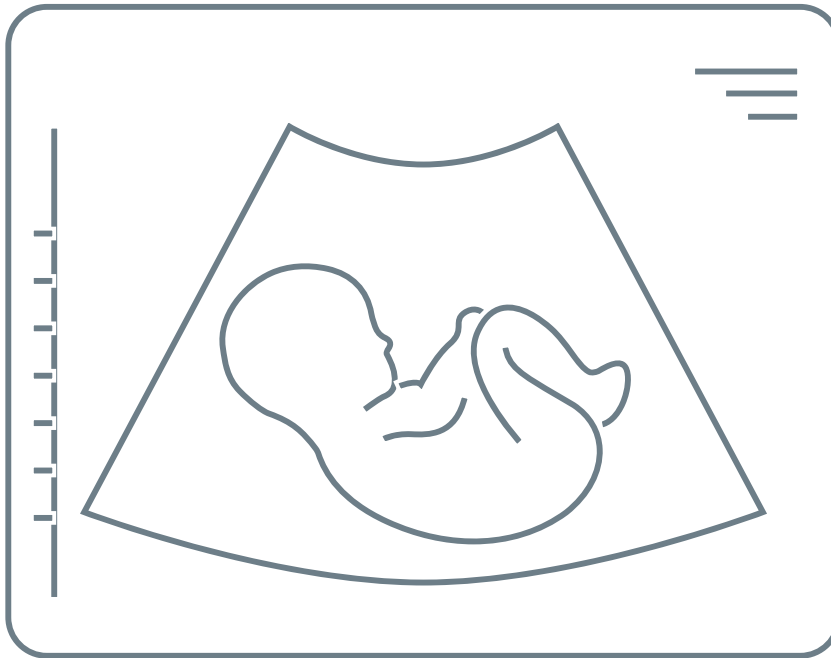


CHECKLIST FOR THE 5 PRENATAL EXAMINATIONS

- ☐ BEFORE 16 WEEKS: BLOOD TESTS TO DETERMINE VARIOUS CHECKUPS AND TO DETERMINE THE BABY'S BLOOD GROUP
- ☐ BETWEEN 17 AND 20 WEEKS: INTERNAL EXAMINATION
- ☐ BETWEEN 25 AND 28 WEEKS: CHECKING ON CHILD'S HEMATOCRIT (RED BLOOD CELL) AND HEMOGLOBIN LEVELS, HEPATITIS B, DIABETES
- ☐ BETWEEN 30 AND 34 WEEKS: DETERMINE FETUS' POSITION IN THE WOMB
- ☐ BETWEEN 35 AND 38 WEEKS: STANDARD CHECK FOR POTENTIAL RISK FACTORS



PARENTAL LEAVE (KARENZ)



MATERNITY PROTECTION

Few countries are as generous as Austria when it comes to parental leave. Austrian law provides for maternity protection (*Mutterschutz*), meaning an expectant mother is not allowed to work during the eight weeks before her due date and the eight weeks following delivery.

This 16-week period of time off (*Schutzfrist*) is observed whether the baby comes early or late. The length of your *Schutzfrist* also can be extended if your medical officer (*Amtsarzt*) issues a note in cases of heightened risk, such as premature births, C-sections and multiple births. This may also be taken care of by your insurer.

While your employer is not required to pay wages during the *Schutzfrist* period, your insurance company will pay a weekly sum (*Wochengeld*). Mothers are required to inform employers of their pregnancy four weeks before the *Schutzfrist* begins – i.e. 12 weeks before the due date. Self-employed women will receive an income-based *Wochengeld*. Recipients of welfare are entitled to *Wochengeld* at a level based on the amount they received in benefits.

After *Mutterschutz* ends, you can choose to start parental leave (*Karenz*), during which time you'll receive childcare payments (*Kinderbetreuungsgeld*). *Karenz* can last up to the child's second birthday for one parent, or, when split between two parents, the time span is extended by 20%. At the latest of three months before the end of the reported parental leave, you can inform your employer that you are extending parental leave and for how long. Although your *Karenz* starts with the end of *Mutterschutz*, it is calculated from the date of birth.

In Austria, fathers also have the option of being home with the baby by taking paternity leave (*Väterkarenz*). You can swap leave between parents a maximum of two times (switches must be at least two months apart).

THE AMOUNT OF KINDERBETREUUNGSGELD YOU RECEIVE (FOR CHILDREN BORN AFTER MARCH 1, 2017) DEPENDS ON WHICH OF TWO OPTIONS YOU CHOOSE.

- × *Kinderbetreuungsgeld-Konto* is a flat rate, unrelated to your employment. Parents choose the length of time over which they wish to receive a set amount (roughly €12,300), spread over a flexible period of 1–3 years. Within this system there are four options of monthly payments. The longer you choose to receive them, the smaller the monthly payments will be.
- × The income dependent (*einkommensabhängig*) system is only available to parents employed for six months minimum prior to the birth. This payment system is only available for one year after the birth for one parent, or 14 months split between two previously employed parents. The amount is 80% of your prior income up to a maximum of €2,000 monthly.

From the moment your employer has been informed that you're pregnant, you can no longer be fired or given notice until four months after delivery.

If you choose to take *Karenz*, you're also protected from being fired during that time.

If you inform your employer within five working days after being fired, you are also retroactively protected from the dismissal. In this case, medical proof must be provided.

Furthermore, during pregnancy and up to 12 weeks following delivery, mothers are not allowed to perform hard physical labor at work. This includes heavy lifting, long periods of standing, and any work with possible health risks. If an employer is unable to find suitable work for the expectant mother during this time, she is temporarily excused but continues to be paid in full.

POSTNATAL BUREAUCRACY

If you've been in Austria for a while, you've likely come face-to-face with the Alpine Republic's love of bureaucracy. Childbirth is no exception. As a non-Austrian, there are even a few extra bureaucratic hoops you'll need to jump through.

POSTNATAL STEPS:

- ① **Register birth with registry office (*Standesamt*) in the district in which the baby was born.** This is normally taken care of by the hospital, if it has a "Babypoint." If not, you must complete it within a week at your local registry.
- ② **Birth certificate (*Geburtsurkunde*) within 30 days, but normally this can be taken care of at the registry as well.** Hospitals will also provide the service if available. This means choosing a name. You'll also need the following documents:
 - a) passport(s) of the parent(s), or other proof of nationality and citizenship (*Staatsbürgerschaftsnachweis*)
 - b) the birth certificate(s) of the parent(s)
 - c) if the parents are married, you'll need a marriage certificate (*Heiratsurkunde*)
 - d) if divorced or widowed, you'll need a death certificate or divorce decree
 - e) proof of the principal residence of the parent(s), if not in Austria
 - f) if applicable, proof of academic titles of the parents
 - g) a statement regarding the child's first name
 - h) the registration form called "Registering a birth" (*Anzeige der Geburt*) if it was not registered by the physician or midwife
- ③ **Registration of residence (*Meldezettel*) from your local district authority (*Magistrat*).** This also normally happens during the registration completed by hospital staff when available.
- ④ **Registration at your municipal Immigration Department.** This is required to get your maternity payments and e-card coverage for your baby. These offices and their staff can test one's patience, and if you're able to bring along a fluent German speaker, you are advised to do so. Bring change for photocopies and snacks, and pretty much every document you have ever collected.
- ⑤ **Get the baby's e-card:** Registering your child with your health insurer to get your child's e-card should happen automatically during the other registrations above, but it's worth asking at the *Standesamt* while there. The e-card should be delivered by post within two weeks.
- ⑥ **Talk to your insurer about parental leave (*Karenz*).** This is important later if you want to use public kindergarten and crèche services.
- ⑦ **Register with the regional or municipal Kindergarten Department** to be able to attend public *Kindergarten*

USEFUL TIP!

All non-German-language documents must be submitted in their original version along with an Austrian-certified translation.

HELPFUL LINKS

CHILD BENEFITS OFFERED

IN AUSTRIA

ec.europa.eu



FAMILY ALLOWANCE

help.gv.at



CHILD AND FAMILY BENEFITS

Child benefits: All families officially residing in Austria are entitled to child benefits. The amount is determined by the child's age and the number of children in the household. Below are the amounts for the first child:

- ✕ Before the third birthday, €114.00
- ✕ After the third birthday, €121.00
- ✕ After the 10th birthday, €141.50
- ✕ After the child turns 19, €165.10
- ✕ Child tax credit: This is paid together with child benefits
- ✕ €58.40 per child per month
- ✕ Child care payments are linked to parental leave and may be linked to income. (see Parental leave, p 197)

Family allowance is provided for parents from all socioeconomic backgrounds and ranges from €114.00 - €165.10, depending on the child's age. As tax-paying parents, you can claim a child tax credit amounting to €58.40 per head monthly, and if your child has special needs, you are entitled to an additional family allowance.

CARE LEAVE

Once upon a time, people used to say that if the emperor was nowhere to be found, there were only two possibilities: Either he was burrowed in his office or enjoying a treatment at a health resort. *Erholungskur*, or *Kur* for short, is one of the more exceptional of Austrian traditions and survives to this day as a major perk of the Austrian health care system. "Taking the waters" at one of the country's countless, world-renowned health spas is something akin to a national sport — and no wonder, public insurance will help you foot the bill for a stay of up to three weeks.

HELPFUL LINKS

APPLICATION FOR CARE LEAVE

sozialversicherung.at



WHAT TO EXPECT

Looking at a map of Austria you will see an astounding number of settlements with the prefix *Bad* (bath), referring to nearby thermal springs, which have served as places for healing and regeneration since Roman times, at least. The *Kur* tradition that developed from this was spread all throughout the Habsburg monarchy and survives to this day in the form of multifunctional hotel resorts. Through relaxing baths, sports, and good nutrition, surrounded by beautiful nature, people seek to either prevent or manage chronic issues relating to stress or physical ailments.

THE DIFFERENCE BETWEEN *KUR* AND *REHA*

It is important to distinguish between recovery and prevention. People recovering from physical injury or surgery, battling complex conditions such as an established burnout or chronic depression will be treated at facilities able to offer full-blown rehabilitation programs (*Reha*). Those usually last for up to six weeks and follow stricter rules and regulations. If, on the other hand, you are feeling the onset of a burnout or other mild ailments, a health spa or resort (*Kur*) can be prescribed as a preventive measure. This is quite popular among older workers and near retirees, who often have ample medical reasons to take a spa holiday in the Austrian mountains.

COSTS AND PROCEDURES

With a written diagnosis from your doctor, you can submit an application to your insurer. If granted, you'll be assigned a slot at the nearest available resort during fixed dates. Your insurance will pay the majority of the bill, but expect to pay daily fees between €8.90 and €21.63. Those with private insurance may have additional options and a wider choice of resorts.

AUSTRIAN PHARMACIES

Opening hours are typically

Monday-Friday 8:00-18:00

Saturday 8:00-12:00

To find which pharmacies are open 24 hours a day, go to your local *Apotheke* and there will be a notice posted, or check online. Pharmacies have strict laws on which drugs can be freely purchased and those that require prescriptions (*Rezepte*). In the public insurance system, a nominal fee of €6.50 is charged for rudimentary medicine.

HELPFUL LINKS

SEARCH FOR PHARMACIES IN
DIFFERENT AUSTRIAN REGIONS

nachtapotheke.wien/
apotheke.suche



Don't be surprised if the pharmacists ask more questions than you may be used to. In Austria, pharmacists take a direct role in deciding what medicines to recommend to patients. Based on your symptoms, they may very well offer something better suited to your case. This allows more discretion and personalized care and service for everyone in Austria.

Every pharmacy is protected by a *Gebietsschutz*, which designates exclusivity within a 500-meter radius. And the sale of all drugs, both over-the-counter and prescription, are the exclusive terrain of pharmacies.

Doctors may prescribe orders over the phone and email and put the prescription directly on your e-card. You may also call pharmacies to order a prescription and ask them to make it available for pickup. Approximately 80% of a pharmacy's income comes from the social insurance institution for the self-employed SVA, which covers a large portion of the costs of prescription drugs for the general public. The rest of a pharmacy's revenue is generated through the sale of other products, such as cosmetic items and nutritional supplements.

Pharmacists also advise on the proper use of drugs, skin care, baby products, and the like. But consumers' behaviors are changing, with many accessing information online before seeking advice in person. What was once a "teacher-pupil" relationship has now given way to a "discussion."

Austrian pharmacies often offer a glimpse into the past. Since most are family owned and passed on from generation to generation, beautiful, antique interiors are often preserved, bringing customers straight into a bygone era, but, thankfully, only in the decor!







Relocation Services

Comprehensive Information and Consulting
on Living and Working in Austria



Comprehensive information platform and first point of contact in the following areas:

- ✎ Labour law
- ✎ Tax law
- ✎ Childcare facilities
- ✎ Recognition of qualifications,
language certificates
- ✎ Accommodation inquiries
(real estate service) and relocation
- ✎ Health system
- ✎ Insurances



Mobile Relocation APP

Mobile information for international specialists in Austria. The app is a supplement to the web portal and offers the content of „The essential guide to Austria – Living and Working“ in a mobile version.

- ✎ Authority finder
- ✎ Content and checklists available for
downloads
- ✎ Specific information for the different
regions in Austria

Find more ABA-services e.g.
residence and immigration services
on www.workinaustria.com

Contact Us

ABA – Work in Austria
1010 Vienna, Opernring 3
Tel. +43 1 588 58 8
workinaustria@aba.gv.at
www.workinaustria.com

GLOSSARY

| GERMAN WORD | ENGLISH | CHAPTER | SECTION | PAGE |
|---|---|------------------------|--|---------------|
| ALLGEMEIN HÖHERE SCHULE (AHS) | Academic secondary school (Gymnasium or higher general education school) | EDUCATION | SECONDARY SCHOOL | 150, 154, 162 |
| AK BILDUNGSGUTSCHEIN | Education voucher | EDUCATION | ADULT EDUCATION | 175 |
| ALLE KASSEN | A doctor's office that is contracted with public insurers | HEALTH | OUTPATIENT CARE | 186 |
| ALLERGIE-AMBULATORIUM | Allergy clinic | HEALTH | INFRASTRUCTURE, WHERE... | 190 |
| ALLERGIEZENTRUM | Allergy center | HEALTH | INFRASTRUCTURE, WHERE... | 190 |
| ALLGEMEINE UNFALL-VERSICHERUNGS-ANSTALT (AUVA) | The Austrian Workers' Compensation Board | HEALTH | THE INSURANCE SYSTEM | 184 |
| ALTBAU | Building constructed before 1945 | LIVING | WHAT SHOULD BE IN MY FLAT | 73 |
| AMBULANZ | Clinic | HEALTH | SPECIALISTS | 192 |
| AMTSARZT | Medical officer | HEALTH | PARENTAL LEAVE | 197 |
| ANGESTELLTE | Salaried employees | WORKING | TYPES OF EMPLOYMENT | 102 |
| ANMELDEBESCHEINIGUNG | Confirmation of registration | LIVING, WORKING | REGISTRATION, RESIDENCE AND WORK PERMITS | 72, 94 |
| ANZEIGE DER GEBURT | Registering a birth | HEALTH | POSTNATAL BUREAUCRACY | 199 |
| APOTHEKE | Pharmacy | HEALTH | AUSTRIAN PHARMACIES | 202 |
| ARBEITER | Workers | WORKING | TYPES OF EMPLOYMENT | 102 |
| ARBEITERKAMMER | Workers' Chamber | AUSTRIA | POLITICAL SYSTEM | 109, 166, 175 |
| ARBEITNEHMER-VERANLAGUNG | Employee assessment form for requesting income tax refund | LIVING | TAXATION | 56 |
| ARBEITSERLAUBNIS | Work permit | WORKING | RESIDENCE AND WORK PERMITS | 90–94 |
| ARBEITSMARKTSERVICE OR AMS | Austrian Public Employment Service; Austria's leading provider of labor market-related services; also offers qualification opportunities and financial assistance | EDUCATION | ADULT EDUCATION | 175 |

| GERMAN WORD | ENGLISH | CHAPTER | SECTION | PAGE |
|--|--|------------------|----------------------------|--------|
| <i>ARBEITSSUCHE-VISUM</i> | Job-seeker visa | WORKING | RESIDENCE AND WORK PERMITS | 93 |
| <i>ÄRZTEKAMMER</i> | Chamber of doctors (i.e. the Austrian medical association) | AUSTRIA | POLITICAL SYSTEM | 36 |
| <i>ÄRZTENOTDIENST</i> | Emergency doctor service | HEALTH | HOSPITALS AND CLINICS BOX | 193 |
| <i>AUFBAULEHRGÄNGE</i> | Advanced training courses that BMS graduates can complete to prepare for taking the <i>Matura</i> | EDUCATION | BMS | 165 |
| <i>AUFENTHALTS-BESCHEINIGUNG</i> | Residence certificate | EDUCATION | UNIVERSITY | 172 |
| <i>AUFENTHALTSBEWILLIGUNG</i> | Residence permit | EDUCATION | UNIVERSITY | 172 |
| <i>AUFENTHALTSERLAUBNIS</i> | Residence permit | WORKING | RESIDENCE AND WORK PERMITS | 90–94 |
| <i>AUFENTHALTSTITEL</i> | Residence permit | WORKING | RESIDENCE AND WORK PERMITS | 90–94 |
| <i>AUFENTHALTSVISUM</i> | Visa D | WORKING | RESIDENCE AND WORK PERMITS | 93 |
| <i>AUSSERORDENTLICHE/R SCHÜLER/IN</i> | Non-regular pupils | EDUCATION | SCHOOL TYPES | 149 |
| <i>AUSSERORDENTLICHES STUDIUM</i> | Students who are not admitted to a specific study program but to certain lectures (non-degree program) | EDUCATION | AUSTRIAN UNIVERSITY SYSTEM | 170 |
| <i>AUSSTATTUNG</i> | Amenities in a home | LIVING | RENTING | 65 |
| <i>AUSSTATTUNGS-KATEGORIEN</i> | Categories of apartments based on amenities provided | LIVING | WHAT SHOULD BE IN MY FLAT | 73 |
| <i>AUTOBAHN</i> | Highway | AUSTRIA | COST OF LIVING | 46 |
| <i>BAD</i> | Bath | HEALTH | PFLEGEURLAUB | 200 |
| <i>BAHN</i> | Train | AUSTRIA | PUBLIC TRANSPORTATION | 42, 44 |
| <i>BANKOMATKARTE</i> | Debit card | LIVING | OPENING A BANK ACCOUNT | 59 |
| <i>BEDARFSORIENTIERTE MINDESTSICHERUNG</i> | Needs-based minimum benefits | HEALTH | OTHER SOCIAL BENEFITS | 194 |
| <i>BEFREIUNGSSCHEIN</i> | Unrestricted work permit | WORKING | RESIDENCE AND WORK PERMITS | 92 |

| GERMAN WORD | ENGLISH | CHAPTER | SECTION | PAGE |
|--|---|------------------------|--|---------------|
| <i>BEFRIEDIGEND</i> | Satisfactory | EDUCATION | GRADING PRACTICES | 152 |
| <i>BEFRISTET/UNBEFRISTET</i> | Limited or fixed term (as in a lease) | LIVING | RENTING | 66 |
| <i>BEFRISTUNG</i> | Minimum period | WORKING | WORKING CONDITIONS | 109 |
| <i>BEGLAUBIGUNG</i> | Notarization | LIVING | OWNING PROPERTY | 48 |
| <i>BERUFS INFO ZENTRUM</i> | AMS-run career information centers | EDUCATION | ADULT EDUCATION | 104 |
| <i>BERUFSBILDENDE HÖHERE SCHULE</i> | Five-year vocational schools that offer higher-level vocational training in areas such as tourism, engineering, business, etc., plus a comprehensive general education. The BHS combines job training (also through obligatory internships and training firms) with a higher education entrance examination | EDUCATION | HIGHER VOCATIONAL EDUCATION | 148, 166 |
| <i>BERUFSBILDENDE MITTLERE SCHULE</i> | Intermediate vocational school | EDUCATION | BMS | 165 |
| <i>BERUFSFOERDERUNGS-INSTITUT (BFI)</i> | Professional Advancement Institute | EDUCATION | ADULT EDUCATION | 174-175 |
| <i>BERUFSREIFEPRÜFUNG</i> | BRP (<i>Berufsmatura</i>) is a required higher-education entrance examination for vocational education pupils and vocational apprentices | EDUCATION | BMS, ADULT EDUCATION | 151, 166, 174 |
| <i>BESCHÄFTIGUNG</i> | Work or task | WORKING | TYPES OF EMPLOYMENT | 102 |
| <i>BESCHÄFTIGUNGS-BEWILLIGUNG</i> | Restricted work permit | WORKING | RESIDENCE AND WORK PERMITS | 92 |
| <i>BESCHAFTIGUNGS-BEWILLIGUNG ALS STUDIERENDER</i> | Student Work Permit | WORKING | RESIDENCE AND WORK PERMITS | 92 |
| <i>BESCHEINIGUNG DES DAUERAUFENTHALTS</i> | Confirmation of permanent residence | LIVING, WORKING | REGISTRATION, RESIDENCE AND WORK PERMITS | 94 |
| <i>BETRIEBSHILFE</i> | Business assistance | HEALTH | SICKNESS BENEFITS | 194 |
| <i>BETRIEBSKOSTEN</i> | Building operating costs in rental apartment building | LIVING | RENT COSTS, RENTING | 60 |
| <i>BEURKUNDUNG</i> | Notarization | LIVING | OWNING PROPERTY | 60 |

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| <i>BEZIRKSHAUPT-MANNSCHAFT</i> | District authority | HEALTH | VACCINES | 187 |
| <i>BEZIRKSWAHL</i> | District council election | AUSTRIA | POLITICAL SYSTEM | 36 |
| <i>BILDUNGSDIREKTION FÜR WIEN</i> | Vienna's Department of Education | EDUCATION | SCHOOL YEAR | 153 |
| <i>BILDUNGSKARENZ</i> | Education leave from work | EDUCATION | ADULT EDUCATION | 175 |
| <i>BILDUNGSKONTO</i> | A training account you can get from the Wiener ArbeitnehmerInnen Förderungsfond (WAFF) for financial aid | EDUCATION | ADULT EDUCATION | 175 |
| <i>BRUTTOMIETE</i> | Total rent including taxes and fees | LIVING | RENT COSTS | 60 |
| <i>BUNDESLAND, (PL: BUNDESLÄNDER)</i> | Federal province | AUSTRIA | POLITICAL SYSTEM | 35 |
| <i>BUNDESRAT</i> | Federal Assembly | AUSTRIA | POLITICAL SYSTEM | 33, 35 |
| <i>BÜRGERKARTE</i> | Citizen card | HEALTH | E-CARD | 183 |
| <i>DAUERAUFENTHALT</i> | Long-term residency | WORKING | RESIDENCE AND WORK PERMITS | 93 |
| <i>DEUTSCHFÖRDERKLASSEN</i> | German for non-native speaking pupils | EDUCATION | MS VERSUS AHS | 154 |
| <i>DIPLOMINGENIEUR</i> | Graduate engineer | EDUCATION | UNIVERSITY | 170 |
| <i>DIPLOMPRÜFUNG</i> | Diploma exam | EDUCATION | BMS | 154, 165, 166 |
| <i>DISPOKREDIT</i> | Overdraft credit | LIVING | OPENING A BANK ACCOUNT | 59 |
| <i>DOKTOR</i> | Doctor, PhD | EDUCATION | UNIVERSITY | 170 |
| <i>DOPPELMAKLER</i> | Real estate agent working for both seller and buyer | LIVING | OWNING PROPERTY | 62 |
| <i>DRITTSTAATSANGEHÖRIGE</i> | Third-country nationals | WORKING | RESIDENCE AND WORK PERMITS | 90 |
| <i>DUALE BERUFSAUSBILDUNG</i> | Dual vocational education and training | EDUCATION | SECONDARY SCHOOL | 164 |
| <i>EINKOMMENSABHÄNGIG</i> | Income dependent | HEALTH | PARENTAL LEAVE | 198 |
| <i>ELTERNBEITRÄGE</i> | Parents' fees | EDUCATION | KINDERGARTEN | 155 |

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| <i>ENTSENDEBEWILLIGUNG</i> | Posting permit | WORKING | RESIDENCE AND WORK PERMITS | 92 |
| <i>ERHOLUNGSKUR</i> | Recovery spa | HEALTH | CARE LEAVE | 200 |
| <i>ERSTE KLASSE</i> | First grade | EDUCATION | INTRODUCTION | 147 |
| <i>ERWACHSENENBILDUNG</i> | Adult education; here, we use this term to refer to all types of personal and career advancement programs available to adults, excluding second-chance education | EDUCATION | ADULT EDUCATION | 173-175 |
| <i>EWR-BÜRGER</i> | EU/EEA and Swiss citizens | WORKING | RESIDENCE AND WORK PERMITS | 90 |
| <i>EXTERNISTENPRÜFUNG</i> | External exam | EDUCATION | SCHOOL TYPES | 151 |
| <i>EXTERNISTEN-REIFEPRÜFUNG</i> | Exams held by a commission in a public school evaluating students from alternative education forms (e.g. home-schooling, non-accredited schools), for entrance to high schools, as make-up exams in a specific subject, or for the <i>Matura</i> . Also used for AHS students who need a vocational diploma (<i>Berufsreifeprüfung</i>) | EDUCATION | ADULT EDUCATION | 151-152 |
| <i>FACHARZT</i> | Medical specialist | HEALTH | SPECIALISTS | 192 |
| <i>FACHHOCHSCHULE</i> | Universities of applied sciences; tertiary education institutions that offer degrees that are more hands-on and practically oriented than universities | EDUCATION | UNIVERSITY | 147-148 |
| <i>FAMILIENGRUPPEN</i> | Family groups | EDUCATION | KINDERGARTEN | 156 |
| <i>FEIERTAG</i> | Public holidays | WORKING | SALARIES | 30, 108 |
| <i>FENSTERTAGE</i> | Days between a holiday and weekend | EDUCATION | SCHOOL YEAR | 153 |
| <i>FINANZAMT</i> | Finance Ministry | WORKING | FOUNDING STEPS | 116 |
| <i>FLOHMARKT/FLOHMÄRKTE</i> | Fleamarket(s) | AUSTRIA | SHOPPING AND EATING | 28 |

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| <i>FREIE GEWERBE</i> | Free trades | WORKING | TRADE LICENSE | 113 |
| <i>FREIER DIENSTNEHMER</i> | Freelancers | WORKING | TYPES OF EMPLOYMENT | 103 |
| <i>FREIKÖRPERKULTUR (FKK)</i> | Swimming areas where nudity is allowed | AUSTRIA | EVERYDAY BEHAVIOR | 23 |
| <i>FREILUFTKINO</i> | Open-air cinema | AUSTRIA | EVERYDAY BEHAVIOR | 23 |
| <i>FREIWILLIGE</i> | Voluntary | WORKING | TYPES OF EMPLOYMENT | 103 |
| <i>GEBIETSSCHUTZ</i> | Territorial protection | HEALTH | PHARMACIES | 202 |
| <i>GEBURTSURKUNDE</i> | Birth Certificate | HEALTH | POSTNATAL BUREAUCRACY | 199 |
| <i>GEMEINDEAMT</i> | Town hall | EDUCATION, LIVING | KINDERGARTEN, REGISTRATION | 72, 158 |
| <i>GEMEINDEBAU</i> | Community-funded housing | AUSTRIA | LIVING QUALITY | 31 |
| <i>GEMEINDERAT</i> | City Council | AUSTRIA | POLITICAL SYSTEM | 36 |
| <i>GEMEINDEWOHNUNG</i> | Apartment in subsidized public housing | LIVING | PUBLIC HOUSING | 63 |
| <i>GENÜGEND</i> | Sufficient | EDUCATION | GRADING PRACTICES | 152-153 |
| <i>GERINGFÜGIG</i> | Marginal | HEALTH | REGISTRATION | 102, 182 |
| <i>GERINGFÜGIGKEITSGRENZE</i> | Marginal limit for limited earnings | WORKING | APPLYING FOR A JOB, COST COMPETITIVENESS | 106, 120 |
| <i>GESUNDHEITS AUSWEIS FÜR TIERE</i> | Health certificate for animals | LIVING | TRAVELING WITH A PET | 71 |
| <i>GEWERBEBERECHTIGUNG</i> | Business license | HEALTH | REGISTRATION | 182 |
| <i>GEWERBESCHEIN</i> | Business license | LIVING, WORKING | REGISTRATION, RESIDENCE AND WORK PERMITS, FOUNDING CONDITIONS, FOUNDING STEPS | 72, 92, 112, 116 |
| <i>GIROKONTO</i> | Checking account | LIVING | OPENING A BANK ACCOUNT | 59 |
| <i>GRUNDBUCH AUSZUG</i> | Entry from the land registry (certificate/title of ownership) | LIVING | BUYING PROPERTY | 69 |
| <i>GRUNDBUCHSGEBÜHR</i> | Land registry fee | LIVING | OWNING PROPERTY | 60 |
| <i>GRUNDERWERB STEUER</i> | Real estate transfer tax | LIVING | TAXATION | 58 |

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| GRUNDSTUFE | Basic level | EDUCATION | PRIMARY SCHOOL | 159 |
| GUT | Good | EDUCATION | GRADING PRACTICES | 152-153 |
| GYMNASIUM (PL: GYMNASIA) | Academic secondary school | EDUCATION | SECONDARY SCHOOL | 161-162 |
| HANDELSAKADEMIE (HAK) | A secondary school that focuses on accounting and business administration | EDUCATION | SECONDARY AND VOCATIONAL SCHOOLING | 166 |
| HANDYSIGNATUR | Mobile phone signature | HEALTH | E-CARD | 183 |
| BÜRGERKARTE | Citizen Card that you can use to easily log into essential online services, such as filing your taxes or submitting bills from private doctors to public insurers for partial reimbursement | HEALTH | E-CARD | 183 |
| HAUPTMIETE | Primary lease | LIVING | RENTING | 66 |
| HAUPTMIETZINS | Base rent | LIVING | RENT COSTS, RENTING | 60, 66 |
| HAUPTSCHULE | High school or main school | EDUCATION | SECONDARY SCHOOL | 163 |
| HAUSARZT | General practitioner | HEALTH | OUTPATIENT CARE, INFRASTRUCTURE | 186, 192 |
| HAUSMEISTER | Superintendent or caretaker of a property | LIVING | OWNING PROPERTY | 62 |
| HAUSVERWALTUNG | Property management | LIVING | HEATING AND ELECTRICITY | 78 |
| HEIMTIERAUSWEIS | Pet health passport | LIVING | TRAVELING WITH A PET, LIVING WITH PETS | 80 |
| HEIRATSURKUNDE | Marriage certificate | HEALTH | POSTNATAL BUREAUCRACY | 199 |
| HERBSTFERIEN | Fall school break | EDUCATION | SCHOOL YEAR | 153 |
| HÖHERE LEHRANSTALT FÜR WIRTSCHAFTLICHE BERUFE (HLW) | A secondary school that focuses on economics, communication, design and fashion, tourism, nutrition and administration | EDUCATION | SECONDARY AND VOCATIONAL SCHOOLING | 166 |
| HÖHERE TECHNISCHE LEHRANSTALT (HTL) | A secondary school that specializes in technology, engineering or industrial design | EDUCATION | SECONDARY AND VOCATIONAL SCHOOLING | 166 |

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|---------------------------------------|---|------------------|---|---------|
| <i>HORT</i> | After-school daycare facility | EDUCATION | KINDERGARTEN | 157-158 |
| <i>HUNDEABGABE</i> | Dog tax | LIVING | LIVING WITH PETS | 80 |
| <i>HUNDEFÜHRERSCHEIN</i> | Dog license | LIVING | LIVING WITH PETS | 80 |
| <i>HUNDERTER</i> | 100 denomination banknote | HEALTH | SUPPLEMENTAL CARE | 189 |
| <i>IMMATRIKULATION</i> | University enrollment | EDUCATION | UNIVERSITY | 172 |
| <i>IMMOBILIEN- ERTRAGSSTEUER</i> | Real estate transfer tax | LIVING | BUYING PROPERTY | 69 |
| <i>IMPFPASS</i> | Certificate of Vaccination | HEALTH | PREGNANCY | 195 |
| <i>INTEGRATIONS- VEREINBARUNG</i> | Integration agreement | WORKING | RESIDENCE AND WORK PER- MITS | 92 |
| <i>JAHRESKARTE</i> | Annual pass for public transport | AUSTRIA | PUBLIC TRANSPORTATION | 42 |
| <i>JAHRESZEUGNIS</i> | Year-end school report | EDUCATION | GRADING PRACTICES | 152 |
| <i>JAUSE</i> | Between meal snack | AUSTRIA | EVERDAY BEHAVIOR | 23 |
| <i>KAMMERN</i> | Chambers | AUSTRIA | POLITICAL SYSTEM | 134 |
| <i>KARENZ</i> | Parental leave | HEALTH | PARENTAL LEAVE | 197-198 |
| <i>KASSEN</i> | Public health insurers | HEALTH | OUTPATIENT CARE | 186 |
| <i>KASSENARZT</i> | Doctor contracted with public insurance | HEALTH | OUTPATIENT CARE | 186 |
| <i>KASSENPLATZ</i> | Public insurance coverage availability | HEALTH | MENTAL HEALTH | 188 |
| <i>KAUFPREIS</i> | Purchase price | LIVING | OWNING PROPERTY | 60 |
| <i>KAUFVERTRAG</i> | Purchase contract | LIVING | BUYING PROPERTY | 69 |
| <i>KINDERBETREUUNGSGELD</i> | Child care payments | HEALTH | PARENTAL LEAVE | 196 |
| <i>KINDERGELD</i> | Child allowance | HEALTH | OTHER SOCIAL BENEFITS, POSTNATAL BUREAUCRACY | 192 |
| <i>KLEINKINDERGRUPPEN</i> | Small children groups | EDUCATION | KINDERGARTEN | 154 |
| <i>KOLLEG</i> | College | EDUCATION | SECONDARY AND VOCATIONAL SCHOOLING | 166 |

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| <i>KOLLEKTIVVERTRÄGE</i> | Agreements that lay out the rights and obligations of workers and employers, so-called collective agreements | WORKING | APPLYING FOR A JOB | 106 |
| <i>KONTINGENTBEWILLIGUNG</i> | Quota permit | WORKING | RESIDENCE AND WORK PERMITS | 90 |
| <i>KRANKENSTAND</i> | Sick leave | WORKING | SALARIES | 106, 190 |
| <i>KRANKENVERSICHERUNG</i> | Health insurance | HEALTH | HEALTH INSURANCE | 182 |
| <i>KREDITKARTE</i> | Credit card | LIVING | OPENING A BANK ACCOUNT | 59 |
| <i>KÜNDIGUNGSFRIST</i> | Notice period required leaving or being let go from a job | WORKING | WORKING CONDITIONS | 109 |
| <i>KUNDEN-NUMMER</i> | Customer number | EDUCATION | KINDERGARTEN | 155 |
| <i>KUR</i> | Spa | HEALTH | E-CARD, WHAT'S COVERED, TREATMENT AT HEALTH RESORT (*SPA*) | 183 |
| <i>LANDTAG</i> | Provincial Assembly | AUSTRIA | POLITICAL SYSTEM | 36 |
| <i>LANDWIRTSCHAFTS-KAMMER</i> | Agricultural Chamber | AUSTRIA | POLITICAL SYSTEM | 34 |
| <i>LEBENS LAUF</i> | CV/Resume | WORKING | APPLYING FOR A JOB | 104 |
| <i>LEHRE MIT MATURA</i> | Apprenticeship with matriculation exam | EDUCATION | SECONDARY SCHOOL | 150, 164 |
| <i>LEHRLING</i> | Apprentice | WORKING | TYPES OF EMPLOYMENT | 102 |
| <i>LEHRPLAN</i> | Curriculum | EDUCATION | SCHOOL TYPES | 152 |
| <i>MAGISTER</i> | Master's degree | EDUCATION | UNIVERSITY | 170 |
| <i>MAGISTRAT</i> | District authority | HEALTH | POSTNATAL BUREAUCRACY | 46, 199 |
| <i>MAKLERPROVISION</i> | Realtor commission fee | LIVING | OWNING PROPERTY | 60-61 |
| <i>MATURA</i> | Matriculation exam | EDUCATION | MS VS. AHS, SECONDARY SCHOOL, ADULT EDUCATION | 150, 154, 162, 164 |
| <i>MEDIKAMENTE</i> | Medications | HEALTH | INFRASTRUCTURE | 192 |
| <i>MEISTERPRÜFUNG</i> | Mastery exam | EDUCATION | SECONDARY SCHOOL | 164 |

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| <i>MEISTERSCHULE</i> | Master craftsman school | EDUCATION | SECONDARY SCHOOL | 164 |
| <i>MELDEZETTEL</i> | Residence registration | HEALTH, AUSTRIA, LIVING, WORKING | POSTNATAL BUREAUCRACY, MARRIAGE, PUBLIC HOUS- ING, SETTING UP IN A NEW HOME, RESIDENCY AND WORK PERMITS | 59, 63, 72, 98, 170 |
| <i>MELDUNG DES KRANKENSTANDES</i> | Sick leave slip | HEALTH | HEALTH INFRASTRUCTURE | 192 |
| <i>MIETANBOT</i> | Rental offer | LIVING | RENTING | 65 |
| <i>MIETRECHTSGESETZ (MRG)</i> | Austrian Tenancy Law | LIVING | RENTING | 64 |
| <i>MIETVERHÄLTNISSE</i> | Terms of Tenancy (contractual agreement between landlord and tenant) | LIVING | RENTING | 64-66 |
| <i>MIETWOHNUNG</i> | Rental apartment | LIVING | RENTING | 64 |
| <i>MIETZINSMINDERUNG</i> | Reduction in rent due to faults in property or prior overcharging | LIVING | RENTING | 68 |
| <i>MINDESTSICHERUNG</i> | Needs-based minimum income for unemployed after their unemployment benefits run out | WORKING | APPLYING FOR A JOB | 106, 194 |
| <i>MINDESTSTUDIENZEIT</i> | Minimum study period at university | EDUCATION | UNIVERSITY | 172 |
| <i>MINDESTUMSATZRECHNER</i> | Minimum turnover calculator | WORKING | COST COMPETITIVENESS | 118 |
| <i>MITTELSCHULE</i> | Grammar school | EDUCATION | SECONDARY SCHOOL | 162 |
| <i>MUTTER-KIND-PASS</i> | Mother-child record booklet | HEALTH | PREGNANCY | 195 |
| <i>MUTTERSCHUTZ</i> | Maternity protection | HEALTH | PREGNANCY, KARENZ | 107, 195, 197 |
| <i>NATIONALRAT</i> | National Assembly | AUSTRIA | POLITICAL SYSTEM | 33 |
| <i>NETTOMIETE</i> | Base rent | LIVING | RENT COSTS | 60 |
| <i>NICHT GENÜGEN</i> | Insufficient | EDUCATION | GRADING PRACTICES | 153-154 |
| <i>NIEDERLASSUNGS -UND AUFENTHALTSBEWILLIGUNG</i> | Stay and settlement permits | WORKING | RESIDENCE AND WORK PERMITS | 93 |

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|--|---|------------------|-------------------------------|------------------|
| MS | Mittelschule, Secondary school | EDUCATION | SECONDARY SCHOOL | 154, 161, 163 |
| NOSTRIFIKATION | The acceptance of a foreign academic degree as equal to one's own | EDUCATION | UNIVERSITY | 172 |
| NOSTRIFIZIERUNG | Nostrification | EDUCATION | AUSTRIAN UNIVERSITY SYSTEM | 172 |
| NOTFALL | Emergency | HEALTH | HOSPITALS AND CLINICS BOX | 193 |
| NOTFALLAUFNAHME | Emergency room | HEALTH | EMERGENCY CARE | 186 |
| NUTZFLÄCHE | Usable area of a home | LIVING | RENTING | 65 |
| OBERSTUFE | Ninth to 12th (or 13th) school years (secondary schools) | EDUCATION | SECONDARY SCHOOL | 161 |
| ÖFFENTLICHEITSRECHT | Public recognition/accreditation of an educational institution | EDUCATION | PRIMARY SCHOOL | 160 |
| OSTERFERIEN | Easter school break | EDUCATION | SCHOOL YEAR | 153 |
| PALATSCHINKEN | Crepe-like pancakes filled usually with jam | AUSTRIA | EVERDAY BEHAVIOR | 22 |
| PERSÖNLICHE DIENSTVERHINDERUNGS- GRÜNDE | Personal emergency that prevents you from working | WORKING | SALARIES | 108 |
| PFANDRECHT | Lien | LIVING | OWNING PROPERTY | 61 |
| PFINGSTFERIEN | Pentecost school break | EDUCATION | SCHOOL YEAR | 153 |
| PFLEGEFREISTELLUNG | Leave to care for a family member | WORKING | SALARIES | 108 |
| PFLICHTSCHULABSCHLUSS | Lower secondary school completion certificate | EDUCATION | ADULT EDUCATION | 174 |
| PFLICHTVERSICHERUNG | Obligatory insurance | HEALTH | INTRODUCTION | 180 |
| POLYTECHNISCHE SCHULE | Pre-vocational school | EDUCATION | VOCATIONAL TRAINING | 164 |
| POSITIVER ZULASSUNGS- BESCHIED | Acceptance of admissions | EDUCATION | UNIVERSITY | 172 |
| PRAKTIKUM | Internship | WORKING | TYPES OF EMPLOYMENT | 103 |

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| <i>PRIVATE PFLICHTSCHULEN OHNE ÖFFENTLICHKEITSRECHT</i> | Private schools not under public law | EDUCATION | SCHOOL TYPES | 152 |
| <i>PRIVATSCHULEN MIT ÖFFENTLICHKEITSRECHT</i> | Private schools under public law | EDUCATION | SCHOOL TYPES | 149 |
| <i>PRIVATVERSICHERUNG</i> | Private insurance | HEALTH | PRIVATE INSURANCE | 189 |
| <i>PROBEZEIT</i> | Trial period | WORKING | WORKING CONDITIONS | 109 |
| <i>PROPORZ</i> | Proportional distribution of positions | AUSTRIA | POLITICAL SYSTEM | 33-35 |
| <i>RADIOLOGIE</i> | Radiology | HEALTH | INFRASTRUCTURE, WHERE... | 190 |
| <i>RATHAUS</i> | Town hall/City hall | LIVING | REGISTRATION | 72 |
| <i>REALGYMNASIUM</i> | Academic Secondary School (5th to 12th school years) with focus on math, science, linear drawing, technical/textile handwork or on creative arts | EDUCATION | SECONDARY SCHOOL | 161, 162 |
| <i>REGLEMENTIERTE GEWERBE UND HANDWERKE</i> | Regimented trades and crafts | WORKING | TRADE LICENSE | 113 |
| <i>REHA</i> | Short for Rehabilitation | HEALTH | PFLEGEURLAUB | 200 |
| <i>REIFE- UND DIPLOMPRÜFUNG</i> | <i>Matura</i> and diploma exams | EDUCATION | MS VERSUS AHS, HIGHER VOCATIONAL EDUCATION | 154, 166 |
| <i>RETTUNGSDIENST</i> | Ambulance service | HEALTH | HOSPITALS AND CLINICS BOX | 193 |
| <i>REZEPT</i> | Prescription | HEALTH | OUTPATIENT CARE, MEDICATION, HOW TO APOTHEKE | 186, 202 |
| <i>REZEPT SCHREIBEN</i> | Issue/write a prescription | HEALTH | HEALTH INFRASTRUCTURE | 192 |
| <i>SCHANIGARTEN</i> | Outdoor seating at a restaurant | AUSTRIA | EVERDAY BEHAVIOR | 23 |
| <i>SCHEINSELBSTÄNDIGKEIT</i> | So-called hidden employee, a freelancer working full-time for an employer | WORKING | TYPES OF EMPLOYMENT | 103 |
| <i>SCHENGEN-VISUM</i> | Visa C | WORKING | RESIDENCE AND WORK PERMITS | 93 |

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| <i>SCHULAUTONOME FREIE TAGE</i> | Free school days | EDUCATION | SCHOOL YEAR | 153 |
| <i>SCHULEN FÜR GESUNDHEITS- UND KRANKENPFLEGE</i> | A three-year training school for health care and nursing | EDUCATION | SECONDARY AND VOCATIONAL SCHOOLING | 165 |
| <i>SCHULFÜHRER</i> | A guide and listing of schools (in print and online) | EDUCATION | PRIMARY SCHOOL | 159 |
| <i>SCHULREIF</i> | Mature enough to start school | EDUCATION | PRIMARY SCHOOL | 159 |
| <i>SCHULREIFE</i> | A child's readiness for admission | EDUCATION | PRIMARY SCHOOL | 161 |
| <i>SCHUTZFRIST</i> | Protective period | HEALTH | PARENTAL LEAVE | 197 |
| <i>SCHWANGERSCHAFT</i> | Pregnancy | HEALTH | PREGNANCY | 195 |
| <i>SCHWERPUNKTSCHULEN</i> | Special focus schools | EDUCATION | SECONDARY SCHOOL | 163 |
| <i>SEHR GUT</i> | Very good | EDUCATION | GRADING PRACTICES | 152 |
| <i>SELBSTBEHALT</i> | Self-coverage | HEALTH | HEALTH INSURANCE | 184 |
| <i>SELBSTVERSICHERUNG</i> | Self-insured | HEALTH | REGISTRATION | 183 |
| <i>SEMESTERFERIEN</i> | Semester break | EDUCATION | SCHOOL YEAR | 153 |
| <i>SEMESTERZEUGNIS</i> | Preliminary school report | EDUCATION | GRADING PRACTICES | 152 |
| <i>SERVUS</i> | Informal greeting, like „Hi“ | AUSTRIA | EVERDAY BEHAVIOR | 22-23 |
| <i>SOMMERFERIEN</i> | Summer school break | EDUCATION | SCHOOL YEAR | 153 |
| <i>SONDERSCHULEN</i> | Integrative/special needs schools | EDUCATION | GRADING PRACTICES | 153 |
| <i>SOZIALPARTNERSCHAFT</i> | Cooperation among stakeholders in politics, industry and labor, and sometimes other interested parties in decisions affecting all parties | AUSTRIA | POLITICAL SYSTEM | 34 |
| <i>SOZIALVERSICHERUNGS- GESETZ</i> | Social insurance law | HEALTH | INTRODUCTION | 180 |
| <i>SPARKONTO</i> | Savings account | LIVING | OPENING A BANK ACCOUNT | 59 |
| <i>SPORTMITTELSCHULE</i> | Sport-focused secondary school | EDUCATION | SECONDARY SCHOOL | 163 |

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| <i>SPRACHGUTSCHEIN</i> | The Austrian Integration Fund's vouchers for language courses at selected providers | EDUCATION | ADULT EDUCATION | 177 |
| <i>STAATSBÜRGERSCHAFT</i> | Citizenship | WORKING | RESIDENCE AND WORK PERMITS | 94 |
| <i>STAATSBÜRGERSCHAFTS-NACHWEIS</i> | Proof of citizenship document | LIVING, HEALTH | BUYING PROPERTY, POSTNATAL BUREAUCRACY | 69, 199 |
| <i>STANDESAMT</i> | Registry Office | HEALTH, AUSTRIA | POSTNATAL BUREAUCRACY, MARRIAGE | 199 |
| <i>STEUERNUMMER</i> | Tax ID number | WORKING | FOUNDING STEPS | 116 |
| <i>STRAFREGISTER-BESCHEINIGUNG</i> | Proof you have no criminal record | WORKING | RESIDENCE AND WORK PERMITS | 99 |
| <i>STUDIENBERECHTIGUNGS-PRÜFUNG</i> | Limited higher education entrance examination; you do the SBP with the aim of applying for one specific course of study | EDUCATION | COLLEGES | 166, 174 |
| <i>STUDIENBERECHTIGUNGS-PRÜFUNG/SBP</i> | Limited higher education entrance examination; you do the SBP with the aim of applying for one specific course of study | EDUCATION | ADULT EDUCATION | 174 |
| <i>STUDIENEINGANGS- UND ORIENTIERUNGSPHASE OR STEOP</i> | Introductory and orientation period; in this first semester of many university degrees, students need to pass a number of exams (they comprise 8-20 ETCS) to be able to continue with their studies | EDUCATION | AUSTRIAN UNIVERSITY SYSTEM | 172 |
| <i>TAGESMUTTER/TAGES-VATER/TAGESELTERN</i> | Registered childminder caring for up to five toddlers in his or her own home (private form of pre-school child care) | EDUCATION | KINDERGARTEN | 155-156 |
| <i>TEILZEIT</i> | Part-time | WORKING | TYPES OF EMPLOYMENT | 102 |
| <i>THERME</i> | Boiler | LIVING | HEATING AND ELECTRICITY | 67, 78 |
| <i>THERMENWARTUNG</i> | Boiler inspection | LIVING | HEATING AND ELECTRICITY | 78 |
| <i>TIERARZT</i> | Veterinarian | LIVING | LIVING WITH PETS | 80 |

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| <i>TIROLER GRÖSTL</i> | Roasted onions, meat and herbs topped with an egg | AUSTRIA | EVERDAY BEHAVIOR | 22 |
| <i>TRACHT</i> | Traditional clothing | AUSTRIA | EVERDAY BEHAVIOR | 22 |
| <i>TRINKGELD</i> | Tip for a server | AUSTRIA | SHOPPING AND EATING | 26 |
| <i>U-BAHN</i> | Vienna underground system | AUSTRIA | INFRASTRUCTURE/PUBLIC TRANSIT | 74 |
| <i>ÜBERBEGLAUBIGUNG</i> | Legalization to determine the validity of a document | AUSTRIA | TRANSLATION SERVICES | 48 |
| <i>ÜBERWEISUNG</i> | Referral (medical) | HEALTH | OUTPATIENT CARE, INFRASTRUCTURE | 186 |
| <i>UID-NUMMER</i> | VAT number for businesses | WORKING | FOUNDING STEPS | 116 |
| <i>UMSATZSTEUER (UST.)</i> | Value-added tax | LIVING | RENT COSTS | 60 |
| <i>UNBEFRISTET</i> | Unrestricted period | WORKING | WORKING CONDITIONS | 66, 109 |
| <i>UNFALL</i> | Accident | HEALTH | HOSPITALS AND CLINICS BOX | 193 |
| <i>UNFALLVERSICHERUNG</i> | Accident insurance | HEALTH | HEALTH INSURANCE | 184 |
| <i>UNIVERSITÄTSLEHRGÄNGE/ WEITERBILDUNGLEHRGÄNGE</i> | So-called continuing education courses that many higher education institutions offer | EDUCATION | ADULT EDUCATION | 175 |
| <i>UNTERMIETE</i> | Sublet lease | LIVING | RENTING | 66 |
| <i>VÄTERKARENZ</i> | Paternity leave | HEALTH | PREGNANCY, KARENZ | 195, 198 |
| <i>VERPFLICHTENDES KINDERGARTENJAHR</i> | Compulsory year of Kindergarten | EDUCATION | KINDERGARTEN | 158 |
| <i>VERTRAGSENTWURF</i> | Draft contract | LIVING | BUYING PROPERTY | 69 |
| <i>VOLKSABSTIMMUNG</i> | Referendum | AUSTRIA | POLITICAL SYSTEM | 38 |
| <i>VOLKSBEFRAGUNG</i> | Public consultation by parliament | AUSTRIA | POLITICAL SYSTEM | 38 |
| <i>VOLKSBEGEHREN</i> | Public initiative | AUSTRIA | POLITICAL SYSTEM | 34, 38 |

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| <i>VOLKSHOCHSCHULEN</i> | Folk high schools. Institutions for adult education that generally do not grant academic degrees, though certain courses might exist leading to that goal | EDUCATION | UNIVERSITY | 174 |
| <i>VOLKSSCHULE</i> | Primary school | EDUCATION | PRIMARY SCHOOL | 159 |
| <i>VOLLZEIT</i> | Full-time | WORKING | TYPES OF EMPLOYMENT | 102 |
| <i>VORSCHULE</i> | Pre-school | EDUCATION | PRIMARY SCHOOL | 159 |
| <i>WAHLPFLICHTFÄCHER</i> | Elective courses | EDUCATION | SECONDARY SCHOOL | 162 |
| <i>WAHLRECHT</i> | Right to vote | AUSTRIA | POLITICAL SYSTEM | 37 |
| <i>WANDERARBEITER</i> | Migrant worker | EDUCATION | UNIVERSITY | 173 |
| <i>WEIHNACHTSFERIEN</i> | Christmas school break | EDUCATION | SCHOOL YEAR | 153 |
| <i>WEISSER SPRITZER</i> | White wine with sparkling water | AUSTRIA | EVERDAY BEHAVIOR | 26–27 |
| <i>WINTERSEMESTER</i> | A school semester from October to February | AUSTRIA | UNIVERSITY | 170 |
| <i>WIRTSCHAFTSKAMMER</i> | Chamber of Commerce | AUSTRIA | POLITICAL SYSTEM | 36 |
| <i>WIRTSCHAFTSKUNDLICHES REALGYMNASIUM</i> | Academic secondary school (5th to 12th school years) with focus on business and economics | EDUCATION | SECONDARY SCHOOL | 161 |
| <i>WOCHENGELD</i> | Weekly allowance | HEALTH | PARENTAL LEAVE | 197 |
| <i>WURSTSEMMEL</i> | A roll with deli meat | AUSTRIA | SHOPPING AND EATING | 28 |
| <i>ZUSATZVERSICHERUNG</i> | Supplemental Insurance | HEALTH | PRIVATE INSURANCE | 189 |
| <i>ZWEITER BILDUNGSWEG</i> | Second-chance education; in this guide, we use this term to refer to catching up on educational qualifications | EDUCATION | ADULT EDUCATION | 174–175 |

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| Österreichische Gesundheitskasse (ÖGKK) | https://www.gesundheitskasse.at/cdscontent/?contentid=10007.837841 | HEALTH | REGISTRATION | 182-183 |
| E-Card | https://www.chipkarte.at/cdscontent/?contentid=10007.678587&portal=ecardportal | HEALTH | REGISTRATION | 182-183 |
| Austrian Electronic Health Records (ELGA) | http://www.elga.gv.at/en/about-elga/ | HEALTH | REGISTRATION | 182-183 |
| Stadt Wien | https://www.wien.gv.at/english/health-socialservices/insurance/ | HEALTH | HEALTH INSURANCE | 184 |
| Österreichische Gesundheitskasse | https://www.gesundheitskasse.at/cdscontent/?contentid=10007.813892&portal=oegkportal | HEALTH | HEALTH INSURANCE | 184 |
| Versicherungsanstalt öffentlich Bediensteter, Eisenbahnen und Bergbau (BVAEB) | https://www.bvaeb.at/ | HEALTH | HEALTH INSURANCE | 184 |
| Dachverband der österreichischen Sozialversicherung | https://www.svs.at/cdscontent/?contentid=10007.816825&portal=svsportal | HEALTH | HEALTH INSURANCE | 184-183 |
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| Pensionsversicherungen | https://www.pv.at/cdscontent/?contentid=10007.707551&portal=pvaportal | HEALTH | HEALTH INSURANCE | 184-187 |

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