



Application procedures: IMT-English BA 2012

Students in our program want to be sure that they will be part of a professional team that is academically strong, already at least somewhat knowledgeable in the world of tourism and exceptionally committed. For this reason, we have implemented a stringent selection process which consists of several parts.

The first step in the application procedure takes place online and therefore should begin with a scanning of all required documents which are listed below. All documents must be submitted in either German or English. If translations are required, these must be done by a certified translator and both original and translation submitted.

Documentation of secondary education:

- University entrance qualification / High School Diploma

Documentation of English language skills:

Please check our website for recognized certificates and minimum requirements. All applicants must submit proof of English skills. If you do not have an English certificate at the time of application, you may submit this after having been accepted into the program. Deadline: August 15th, 2012.

CV & Documentation of Work Experience:

Applicants to this program will have an advantage if they have already obtained work experience in the field of tourism. Work experience should be clearly listed on your CV and certification thereof should be uploaded with your other documentation when you apply online.

Proof of Citizenship, Passport photo, Letter of Motivation:

Your essay should be typed, double-spaced and no longer than 1 page. This is your opportunity to persuade the admissions committee to accept you. Convince us of your talents, explain clearly why you want to be in our program. Give us a picture of your background and goals.

Application:

After scanning all required documents, visit our website at: www.fh-salzburg.ac.at and apply to our program using the Online Application Tool.

Application deadlines for entry October, 2012: April 23rd for all students requiring a visa or who are taking admission test abroad. May 21st for all others.

Admission test:

When you apply online choose the date you prefer for your admission test from the drop down list provided!

If you are taking the test abroad, **choose May 3rd**!

Important: Applicants located abroad are asked to contact the British Council in their vicinity. Check: <http://www.britishcouncil.org/new/articles/maps/> to find BC offices worldwide. If there is no BC in your vicinity, contact an embassy or other trustworthy location. Once you have arranged for supervised testing location, send name of a supervisor + email address as well as website of testing institution to imt office at: suzan.arrer@fh-salzburg.ac.at.

The **admission test** is a multiple-choice examination conducted completely in English. A short English essay is also required. The test will check your general knowledge in the fields of business & economics, English proficiency, tourism, computers including internet usage, etc. The test will take approximately one hour. Depending on the results of your admission test, you may or may not be invited to the next step in the application procedure, which is submission of the application video.

Note to foreign applicants: Taking the admission test is not a guarantee that you qualify to enter our program. Your application documents and university entrance qualification must first be evaluated by our International Admissions Office before you may continue to the final step of the process.

Admission video clip:

The final step in the application process is the **personal video clip** which you will be invited to submit if you achieve a minimum of 50% on the admission test.

You will continue to be updated concerning the status of your application.

Final decisions on admission will be communicated **during the first week of July, 2012.**

Important note to non-EU applicants: Should you be admitted into our program, it will be your own responsibility to obtain the necessary visa to study in Austria. We know from experience that this can be a very time-consuming procedure. For further information see: http://www.oeh.ac.at/fileadmin/user_upload/pdf/Broschueren/2011/Studying_in_Austria_Web_feb2011.pdf

We look forward to receiving your application!
06.10.2011