



FH Salzburg
Human-Computer
Interaction

MASTER PROGRAMME: Human-Computer Interaction

Study mode: Full-time / Language of instruction: English

1. Admission for international students (NON-EU citizen)

The following information is essential for a successful admission to the master programme *Human-Computer Interaction (HCI)* for prospective students with citizenship **outside European Union (EU)**. Please do make sure that you have read, fully understood and taken care of all mentioned documents and procedures. We are not able to process any incomplete applications and cannot extend deadlines for later hand-ins of missing documents.

1.1. Entry requirements

Completion of a relevant bachelor programme in the field of:

- Human-Computer Interaction,
- Computer Science, IT, Media Informatics, Business Informatics, Data Science,
- Design, Industrial Design, Interaction- and Interfacedesign, Mediadesign, Mediatechnology, Multi-MediaArt,
- Psychology, Sociology, Behavioural Sciences,
- Mechanical engineering, Process engineering, Industrial engineering, Mechatronics,
- Electrical engineering, Electronics, Materials science or
- Journalism and Communication science

at a recognised Austrian or foreign post-secondary institution. To be considered relevant, the completed programme must comprise at least 180 ECTS credit points (corresponds to three academic years). Adequate English proficiency (CEFR level English B2) is assumed, ideally documented through a certificate (e.g. TOEFL) and will be assessed in an individual interview.

1.2. Application

Fill in the online application at Salzburg University of Applied Sciences (<https://goo.gl/Rhedmc>) and upload the required documents in Adobe pdf-format. The table below indicates the required documents and gives instructions on how to name the individual files. Kindly note that only complete applications with all required documents can be considered for further processing. Applications will be processed in order of upload.

No	Type of document	Name of document for upload
1	Documentation proving that you have already successfully finished a bachelor programme at an accredited Austrian or foreign university	Lastname_bachelorcertificate
2	Final Transcript = List of all courses passed within the degree programme, including grades, weekly hours and/or ECTS credits	Lastname_transcript
3	Certificate of special entrance qualification for university studies (for details please refer to section 3)	Lastname_qualificationuniversity
4	Copy of valid passport (showing the page with your personal information)	Lastname_passport
5	Letter of Motivation, describing your motivation, objectives and expectations for HCI (approx. 1.000 words, in English)	Lastname_lom
6	Up-to-date curriculum vitae (in English)	Lastname_cv
7	Secondary school leaving certificate	Lastname_schoolleaving
8	Optional: Certificate of English language skills (B2) (e.g. TOEFL) Bachelor Thesis (if already finished)	Lastname_languageskills Lastname_bachelorthesis

If you are interested in starting the master programme in September 2021, we strongly recommend to apply as soon as possible (**please decide for the 1st possible interview date = March 24th, 2021**), because legalisation and organisation of visa requirements can amount up to several months (depending on your home country).

Application deadline for non-EU citizens: March 7th, 2021

In case you already have a bachelor degree issued in the EU (including Diploma Supplement) and you are currently staying in EU, the application might be processed much faster.

1.3. Verification of Entry Requirements / Invitation to Personal Interview

After we have reviewed your documents you will be informed whether the entry requirements are fulfilled or not. Those applicants who fulfil the minimum requirements and have sent a complete set of documents (see above list in section 1.2) will be invited to the personal interview.

The interview will address your motivation, your personal interests, prior knowledge and international orientation. It will be held in English to validate sufficient language skills.

The Interview will be scheduled on the interview day selected during the online application. Applicants will be given sufficient advance notice by email of date, time and location of the interview. If you are not able to come to Salzburg, an interview based on videoconference is feasible. Costs incurred by the applicants for the interview are non-refundable.

1.4. Acceptance to the programme / Legalisation of documents

After a successfully completed interview applicants with the highest ranking will be given an admission offer.

For the final acceptance to the degree programme the documents mentioned in section 1.2 under No. 1), 2) and 3) must be legalised.

The legalisation modality of the documents depends on the country where the document is issued. Please read the Legalisation and Translation Requirements given under <http://goo.gl/iiCNzv>

Kindly note that the process of legalisation may take several months.

After you have sent us the three documents (via e-mail) in legalised form, the University of Salzburg will do the formal scrutiny and will generate the official admission notice (in German: Zulassungsbescheid). This notice will be sent via e-mail and mail. If you require a residence permit (visa) to study in Austria, you will need to submit this official admission notice to the Austrian representative authority (embassy, consulate) in your home country. Please note that it is recommended to apply for visa at least 3 to 6 months before the necessary arrival date (preparation courses will start with the beginning of September) in Austria.

Please also note: We cannot enquire or intervene on your behalf with the Austrian authorities concerning the visa or the process of legalisation!

2. Enrolment

Salzburg University of Applied Sciences: If you have confirmed the admission offer via the online-system you will be enrolled in the master programme HCI.

University of Salzburg: All documents mentioned in the official admission notice have to be provided as original document (with legalisation in appropriate manner). Applicants have to present these documents in person at the University of Salzburg. Please note: you cannot attend courses without doing this.

3. Certificate of special entrance qualification for university studies

The Austrian Universities Act 2002 stipulates that applicants from NON-EU and NON-EEA countries and stateless persons fulfil certain country-specific admission requirements (applicable in the country in which the bachelor's degree was issued) and that they are entitled to enrol in an equivalent master's programme at an accredited university in the country in which the applicant's bachelor's degree was issued. The certificate of special entrance qualification consists of

- your name
- the date when the Bachelor certificate was issued
- the confirmation that you fulfil all requirements to study a master degree programme in a relevant study field (see section 1.1. for details) at an accredited university in the country that issued your bachelor degree

The confirmation must be signed by the accredited university (President/Dean/Registrar) and should not be older than one year.

You may use the template given under the following link in case your university does not provide a standard form: <https://goo.gl/qn9iFt>

For further questions, please contact us via office.hci@fh-salzburg.ac.at

Certificate of special qualification for university studies

(Austrian University Act 2002)

Applicants, who do not have a citizenship of the EU/EEA country, have to submit a confirmation from any accredited university in the country where they received their secondary school leaving certificate/academic degree, confirming that they fulfill the subject-specific requirements of the intended study programme and can therefore register for the intended semester/academic year at that university.

This confirmation shall be issued directly by any accredited university (or by the ministry in charge). You can use this form as a template; the information mentioned below has to be included in any case. Please fill in the following confirmation in capital letters:

We hereby confirm that Mr./Ms.		
_____ (First and Last name)		
born on _____, fulfills the subject-specific requirements for the registration at our university		
ADD UNIVERSITY OF YOUR BACHELOR DEGREE		
_____ (name of university)		
In the Bachelor / Master / Doctorate/PhD programme (please cross out inappropriate)		
In the field of study _____		
ADD THE SAME STUDY FIELD AS YOUR BACHELOR DEGREE this is the confirmation that you fulfil all requirements to study a master degree programme in a relevant study field at an accredited university in the country that issued your bachelor degree		
_____ (name of the study programme)		
In the academic year 20 ____ / ____.		
<div style="border: 1px solid black; width: 40px; height: 40px; margin: 0 auto;"></div>	official stamp of the university of your bachelor degree	
Date	Stamp of the University	Signature

University/Faculty:	
Capacity/Name Signatory:	
Address:	
Homepage:	
E-Mail:	
Telephone:	

The University of Salzburg reserves the right to verify this confirmation for the purpose of authenticity. Please note: This confirmation does not substitute the ÖSYS / ALES –Card from Turkey. This confirmation does not substitute the University Entrance Examination – Card “KONKUR” in Iran.