



ADMIN PACKAGE

Preliminary Program

When?	What?	Where?
MONDAY (week 1)		
09:00 – 09:30	Registration We are very happy to have you! Come and get your Welcome Packages and get sorted into your Language courses. Exchange students: Please bring EUR 19,70 to pay the student's union fee! Degree seeking students: Please bring your documents for enrolment!	Room 011
09:30 – 11:00	Welcome Presentation Find out the most important details about life in Graz and studying at FH JOANNEUM!	Room 011
11:00 – 12:30	Administration Session for EU students	Room 011
11:00 – 12:30	Administration Session for non - EU students We will help you fill out important forms like registration forms, EU-registration certificate, residence permit, health insurance, etc.	Room 014
TUESDAY (week 1)		
09:00 – 10:30	Computer Systems Activate your FH student's account and learn how to take advantage of some useful tools, like online timetables.	Room 101
10:30 – 12:00	ESN Presentation ESN is a non-profit international student organization. They will inform you about their events for international students and distribute ESNcards as well as free sim cards.	Room 001
12:00 – 13:15	German Placement Test	Room 101
THURSDAY (week 1)		
Only for GRZ students (KBG/BGB students will have separate sessions on their campus)		
09:00 – 10:30	German Course Enrolment Enrol for the German Courses you are planning to take during the semester.	Room 356
tba	GBP/MEM course enrolment Only for students of the Global Business Programme and Business in Emerging Markets!	Room 002
11:00 – 13:15	Introduction to Library Services (optional) Find out how to use all the services our library has to offer!	Library

Timetable may be subject to change.