

# Best Practices Identification - Grid

**PARTNER SUGGESTING THIS PRACTICE:** UNIVIE

**TITLE DOCUMENT:** Handbook for postgraduate studying and living at the University of Vienna Feb.2015

**PROMOTER:** Postgraduate Center, University of Vienna

**LANGUAGES:** EN | DE | FR | FI | GR | Other:

**AUTHORS (if identified):** Postgraduate Center

**WEBSITE:** [http://www.postgraduatecenter.at/fileadmin/user\\_upload/ref\\_weiter/Infomaterial/Handbook\\_for\\_postgraduate\\_studying\\_and\\_living\\_at\\_the\\_University\\_of\\_Vienna\\_Feb](http://www.postgraduatecenter.at/fileadmin/user_upload/ref_weiter/Infomaterial/Handbook_for_postgraduate_studying_and_living_at_the_University_of_Vienna_Feb)

The output of this document includes:
<input checked="" type="checkbox"/> Rational
<input type="checkbox"/> Theoretical background
<input checked="" type="checkbox"/> Characterisation of the context
<input type="checkbox"/> Reference to existing "needs"/"problems"
<input checked="" type="checkbox"/> Reference to possible "benefits"/"resources"
<input type="checkbox"/> Definition of goals
<input checked="" type="checkbox"/> Identification of target groups
<input type="checkbox"/> Description of main intervention strategies
<input type="checkbox"/> Partnership with other organisations
<input type="checkbox"/> Process evaluation
<input type="checkbox"/> Outcome evaluation
Target group(s):
international postgraduate students, people interested in postgraduate education at the University of Vienna
Topic or discipline:
n/a

Short Description
The Postgraduate Center issued a handbook for people interested in postgraduate education at the University of Vienna. The handbook is written in English and specifically targeted at people from outside of Austria. Aside from explaining study regulations and the range of educational programs offered, the handbook talks about visa and residence permits, housing, health insurance etc. Thereby international students are supported in a number of realms pivotal to conducting studies in a successful way. Life hacks are offered for making life in Vienna easier for the students as well as a checklist for prospective students coming to Austria and an extensive collection of links with relevant information (i.e. German courses, newspapers, embassies).
Why is this an interesting case? Is there any formal recognition of this case as a good practice? Why do you think this sample should be taken into consideration?
Students and prospective students of the specific target group are being supported by this collection of relevant information. Aside from merely talking about issues directly connected to studying (enrollment, fees and the like), the handbook explicitly focuses on other areas of life relevant for international students - i.e. living arrangements, work permits and social life. Thus, it takes a holistic approach on informing international students not only as students but as individuals moving to another country to live there.