

# Living & Working in Austria

**Land area:** 83,871 km<sup>2</sup>

**Population:** 8,298,923

**Population in gainful employment:**

Agriculture: 1%

Industry: 27%

Services sector: 72%



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## 1. GENERAL

### 1.1 Geography and Population

Austria covers an area of 83,871 square kilometres with a population of 8,298,923 residents, (as of 1st of January 2007) including 826,013 foreign citizens (10% of total population).

Vienna is the most densely populated province of Austria with 4,010 residents per square kilometre; Tyrol is the least densely populated province with 55 inhabitants per square kilometre (population as of 1st of January 2007). The average newborn life expectancy in 2007 is 80 years.

Austria is bordered by Switzerland, Liechtenstein, Germany, the Czech Republic, Slovakia, Hungary, Slovenia and Italy.

Austria is a federal state comprised of nine provinces; each province has its own capital:



Source: webschule.at

Province	Population	Provincial Capital	Population (2006)
Burgenland	280,257	Eisenstadt	12,180
Carinthia	560,407	Klagenfurt	92,160
Lower Austria	1,589,580	St. Pölten	51,073
Upper Austria	1,405,674	Linz	188,362
Salzburg	529,574	Salzburg	148,473
Styria	1,203,918	Graz	244,604
Tyrol	700,427	Innsbruck	116,851
Vorarlberg	364,940	Bregenz	27,200
Vienna	1,664,145	Vienna	1,664,145

## 1.2 The Political System

Austria is a democratic republic. The Federal President of Austria is the supreme representative of the state. He represents the Republic abroad, in addition to other duties (acting as Supreme Commander of the Austrian Armed Forces, appointing the Federal Chancellor and the Federal Government as well as high-ranking officials of the provinces and concluding international agreements, etc.).

The legislative body of Austria is the Parliament, which consists of two houses, the National Council (Nationalrat) and the Federal Council (Bundesrat). The Federal Government is headed by the Chancellor who conducts governmental affairs with the assistance of the Vice-Chancellor, cabinet ministers and state secretaries.

Each province is administered by its own government, headed by a provincial Governor (Landeshauptmann) elected by the provincial parliament (Landtag). Austria has been a member of the European Union since 1995.

## 1.3 Climate

Austria has a typical central European transitional climate (warm summers, cold winters and adequate precipitation). Additionally there are two distinct climatic zones in the interior regions of Austria: the east shows a Pannonian climate (warm-to-hot summers, relatively low precipitation and cold winters), while the central Alpine region has the characteristic features of the Alpine climate (as compared to the east, more precipitation in summer and long winters with heavy snowfall).

## 1.4 Languages

German is the official language of Austria and thus a prerequisite for participating in the working and economic life of the country. Croatian, Slovenian and Hungarian are recognised as official languages in the individual regions of autonomous population groups. English is taught at school as the first foreign language. However, many Austrians do not speak a foreign language.

## 1.5 Culture & Religion

Various **clubs and associations** (football, auxiliary fire brigade, singing clubs, etc.) exist in Austria in most of the smaller towns (municipalities). There are comprehensive cultural facilities (theatre, cinema, arts expositions) and sports facilities in the larger towns and cities. Information on clubs and associations can be obtained from the municipal offices and authorities (towns). Daily newspapers and special event calendars provide information on current cultural events.

The East of Austria (Vienna, Lower Austria, Burgenland) has traditionally strong links to the neighbouring countries (the Czech Republic, Slovakia, Hungary, Slovenia). Today this proximity is also expressed through the economic activity of Austria in these countries. The influences of former monarchical provinces can also be found in Austrian cuisine.

In smaller settlements you will find inns and taverns with **Austrian specialities** (Wiener schnitzel, roast pork, etc.) and typical regional dishes. In towns there are restaurants offering international cuisine; Italian and Asian restaurants are particularly popular.

Meals are served as follows: breakfast between 8 and 10 am; lunch between 11.30 am and 2 pm; dinner between 6 and 9 pm. In rural regions sometimes only small snacks are served outside the regular serving times. In built-up areas and large cities there are numerous restaurants offering warm dishes throughout the day.

Austrian culture is heavily influenced by the **Catholic Church**. According to the census of 2001 the majority of the Austrian population is catholic (74%), followed by protestants (5%) and Muslims (4%) and Orthodox Christians (2%). In the meantime, Islam has become the second largest religious community in Austria.

**More details are available at:**

<http://www.statistik.at>

## 1.6 Labour Market Policy Data & Figures

In the first quarter of 2007 (January – April) an average of 3,948,500 people were in gainful employment; of which 2,153,600 were male and 1,794,900 female. The number of people in gainful employment also includes people on parental leave with lawful employment.

The quota of 15 to 64 year old employed persons, i.e. the share of the employed persons in all persons in this age group was at 70.3 percent in the 1st quarter of 2007. The difference between the employed person quota for men (76.7%) and women (63.8%) was around 13 percent. The part-time employment quota (share of persons working less than 36 hours a week according to information provided by them) amounts to 22.3 percent. However, 42.6% of women and only 7.6% of men in gainful employment are part-time employed.

191,000 people were actively searching for a job and available for placement in the 1st quarter of 2007; 96,700 men and 94,300 women. This represents an unemployment quota of 4.6 percent (labour force method). The female unemployment quota is at 5 percent however significantly higher than the unemployment quota for men at 4.3 percent. The unemployment quota of young people (15 to 24 years old) amounts to 8 percent and thus is clearly above the Austrian average; whereas the unemployment quota of elderly people (55 to 64 years old) is with 3.3 percent clearly below the Austrian average. Non-Austrian citizens are particularly affected by unemployment (11 percent).

When comparing the provinces unemployment is highest in Vienna with 9.5 percent and lowest in Tyrol with 2.8 percent.

**More details are available at:**

<http://www.statistik.at> (Arbeitsmarkt/Labour market)

<http://www.ams.at> (Arbeitsmarktdaten/Labour market data)

## 2. ARRIVING IN AUSTRIA

### 2.1 Duty of Registration

**Residential registration** with the police is mandatory. Any person establishing their residence in Austria is obliged to register with the respective competent authority within three (3) days of establishing the residence.

**Responsible authorities to contact in this regard are:**

- the registration office of the municipality office (Gemeindeamt) or the municipal authorities (Magistrat) (in cities)
- in Vienna: the registration office of the Municipal District Office (Magistratische Bezirksämter)

The following documents are required:

- completed registration form (= Meldezettel); the registration form can be obtained from the responsible registration authorities and certain registry offices (e.g. in Vienna).

You are also required to provide your:

- name (including previous names, if any)
  - date of birth
  - place of birth
  - gender
  - and nationality
- passport and birth certificate
  - residence registration certificates for any other places of residence

The **residence registration** form must be signed by the lessee (the owner or the property management) and the tenant, submitted personally or by a person of trust or sent by post.

Upon registering in Austria, your personal data will automatically be saved in the **Central Residence Registry** (Zentralen Melderegister (**ZMR**)) and made available to various authorities. Every person registered in Austria is assigned a dedicated number in the Central Residence Registry (so-called Central Residence Registry Number, "ZMR-Zahl") which is shown on the residence registration certificate (Meldebestätigung).

**More details are available at:**

<http://www.help.gv.at/Content.Node/118/Seite.1180000.html>

### 2.2 Residence

**European Union (EU)/European Economic Area (EEA) citizens and Swiss citizens** as well as their family members (EU/EEA citizens or Swiss citizens) do not require a residence permit to enter and stay in Austria as they enjoy both exemption from a visa requirement and freedom of establishment. You can stay in Austria for a maximum period of three months without any additional conditions and prerequisites (exception: you must have a valid personal ID or passport). The following applies to longer stays in Austria:

- living costs and health insurance must be secured, or
- there are prospects of employment, or
- a valid employment contract or a freelance contract is in force, or a training program enrolment is applicable (apprenticeship, school attendance, university studies).

Prior to expiry of the three-month period EU/EEA citizens have to report their taking up of residence to the residence authorities (district administrative authority (Bezirkshauptmannschaft) or the municipal authority (Magistrat); the authorities will then issue a "registration certificate" (Anmeldebescheinigung).

If the family members (spouse, children, parents, partners as well other family members who have lived in the same household and/or who have received support payments) are also EU/EEA citizens their taking up of residence must be also registered by means of a “registration certificate” (Anmeldebescheinigung).

EU/EEA citizens can apply for an “official photographic identification for EEA citizens” (Lichtbildausweis für EWR-Bürger) with the responsible district administrative authority (Bezirkshauptmannschaft) or at the police headquarters (Polizeidirektion).

For **privileged nationals of third states**, i.e. family members of EU/EEA citizens who are not EU/EEA/Swiss citizens the following applies: they are either eligible to a “permanent residence card” (Daueraufenthaltskarte) (close family members, i.e. spouse, children, parents, parents in law or grandparents) or they are entitled to a “residence permit for family members (Niederlassungsbewilligung-Angehöriger) (extended family members: partners, other family members: brothers and sisters, nieces, nephews, etc. for whom support has been paid or who have lived in the same household). Such residence permits can be applied for in Austria following entry on a visa-waiver basis (sichtvermerksfreier Einreise) or entry with a visa.

The required documents are to be enclosed in original copy and a court certified translation into German.

The competent authority will advise you which documents are required in addition to the application form. Copies of old passports, valid passport, residence registration and a copy of the residence registration, a passport photograph, marriage certificate when applicable; proof of all-risk health insurance coverage, proof of accommodation (e.g. tenancy agreement); birth certificate; and for initial registrations a police certificate of good conduct (Führungszeugnis) is required

Competent authority:

➔ District administration authorities (Bezirkshauptmannschaft or Magistrat) or municipal authorities (Magistrat)

**More details are available at:**

<http://www.migrant.at>;

<http://www.help.gv.at/Content.Node/12/Seite.120000.html>

<http://www.bmi.gv.at/niederlassung> (in all EU languages)

## 2.3 Bringing Domestic and Household Pets into Austria

Household pets must have an EU household pet passport.

### More details are available at:

<http://www.bmgfj.gv.at/cms/site/inhalte.htm?channel=CH0007&thema=CH0293>

**Federal Ministry of Health and Women** (Bundesministerium für Gesundheit und Frauen)

#### Contact:

Dr. Amely Krug-Putz

Dept. IV/B/8

e-mail: [amely.krug@bmgfj.gv.at](mailto:amely.krug@bmgfj.gv.at)

Certain taxes and duties for animals have to be paid in almost all municipalities. The amount of the duty depends on your place of residence. Details can be obtained from the responsible municipality office (Gemeindeamt) or municipal district administration (Magistratisches Bezirksamt) (in cities).

### More details are available at:

<http://www.help.gv.at/Content.Node/74/Seite.740000.html> (household pets)

<http://www.tierarzt.at>

**The Veterinarian Department of the Federal Ministry of Health, Family and Youth.**

Radetzkystrasse 2

A-1031 Vienna

Tel: +43 1 71100-4824

Fax: +43 1 710 41 51

### 3. LIVING CONDITIONS

#### 3.1 Currency and Living Costs as well as Comparable Price Levels

The average annual net income of employed persons amounted to 17,902 Euros in 2006.

Housing costs depend on the province, location (city, countryside) and quality of the housing area (inner city, city outskirts, etc.). The average monthly outlay for accommodation (rent or repayment/annuity for owner-occupied flats and operating costs (Betriebskosten) amounted to 365 Euros per flat in 2006 and was thus 2.2 percent above the average of 2005.

The highest outlay per flat in 2006 with an average of 480.00 Euros was in Vorarlberg, followed by Salzburg (414.00 Euros) and Tyrol (408.00 Euros). The western provinces are thus relatively strongly above the Austrian average whereas in Vienna and Upper Austria these costs are just below this average (357.00 Euros in both provinces). Styria (351.00 Euros), Lower Austria (339.00 Euros) and Carinthia (338.00 Euros) are comparatively more affordable. This ranking also applies to the average outlay per square meter of usable floor area: Vorarlberg is at the top with 6.45 Euros, followed by Salzburg with 6.03 Euros and Tyrol with 5.45 Euros; in Vienna this value is at 5.15 Euros and the outlay is lowest in Burgenland with 3.88 Euros per square meter.

The system of **comparable price levels** allows comparison of the purchasing power between national currencies. The **comparable price levels** also indicate whether a country is cheap or expensive when compared with the average (EU 27 = 100). An index over 100 means that the country is comparably expensive, whereas a value below 100 means that such country is comparably cheap. Countries like Austria (101.3), Germany (103.3), Italy (104.4), the Netherlands (104.2), Luxemburg (105.1), Belgium (105.2) and France (107.1) are just above the average; countries like Denmark (139.4), Ireland (125.2), Sweden (117.9), Finland (122.5), Switzerland (133.3), Norway (140.5) and Iceland (141.8) are strongly above the average, i.e. such countries are comparatively expensive. Countries like Bulgaria (44.1), the Czech Republic (60.7), Estonia (67), Hungary (60) and also Spain (93.2), Portugal (85.5), Malta (73.5) and Cyprus (89.5) are comparably cheap.

#### Foodstuffs and Consumer Goods Costs (as of August 2007):

Product	Price	Product	Price
1 litre milk	0.65–1.09 Euros	250 g butter	1.15–1.55 Euros
500 g bread	1.29–1.90 Euros	0.5 l beer	0.49–0.95 Euros
500 g wholemeal bread	1.90 Euros	500 g coffee	4.50 Euros
1 kg sugar	0.99 Euros	Cinema ticket	5.00–9.00 Euros
1 kg flour	0.45–1.29 Euros	hamburger	1.00 Euros
1 kg apples	1.99 Euros	daily newspaper	0.50–1.20 Euros
1.5 litre mineral water	0.39–0.59 Euros	public transport ation (single fare in cities)	1.20–2.00 Euros
1 litre orange juice	1.40 Euros	1 litre petrol	1.02 Euros
1.5 litre Coca Cola	1.50 Euros	1 litre diesel	0.96 Euros

#### More details are available at:

<http://www.statistik.at> (Wohnungsaufwand (apartment costs))

[http://epp.eurostat.ec.europa.eu/portal/page?\\_pageid=1996,39140985&\\_dad=portal&\\_schema=PORTAL&screen=detailref&language=de&product=\\_STRIND&root=STRIND/strind/ecoref/er011](http://epp.eurostat.ec.europa.eu/portal/page?_pageid=1996,39140985&_dad=portal&_schema=PORTAL&screen=detailref&language=de&product=_STRIND&root=STRIND/strind/ecoref/er011)  
(vergleichende Preisniveaus)

<http://www.oecd.org/dataoecd/48/18/18598721.pdf>

(Vergleichende Preisniveaus (comparable price levels))

### 3.2 International Dialling Code

The international dialling code for telephone calls to Austria is: +43 (0043).

#### 3.2.1 Emergency Services Numbers

Fire department	<b>122</b>
City and local police: (Polizei/Gendarmerie)	<b>133</b>
Ambulance	<b>144</b>
Doctors on call	<b>141</b>
Europe-wide emergency service	<b>112</b>
Pharmacy on duty at night and during weekends	<a href="http://www.apotheker.or.at/">http://www.apotheker.or.at/</a>
Dentists on duty at night and during weekends	<a href="http://www.zahnaerztekammer.at/">http://www.zahnaerztekammer.at/</a>
Poison emergency line	<b>01/406 43 43</b>
Social psychological emergency assistance (around the clock)	<b>01/0 -243 13</b>
Helpline for children (Rat auf Draht)	<b>147</b>
Suicide and crisis intervention hotline	<b>142</b>
Women's Domestic Violence Helpline free helpline number (24-hour hotline)	<b>0800/22 25 55</b>
advice for men	<b>01/603 28 28</b>
General emergency services on weekends	<a href="http://www.regionalsuche.at/notdienste.html">http://www.regionalsuche.at/notdienste.html</a>

### 3.3 Retail Business Hours

Shops & Institutions	Opening hours	
	Monday – Friday	Saturday
Foodstuffs	8.00 am – 6.00 pm	8.00 am – 12 pm
Newsagents/Tobacconists (Trafik)	8.00 am – 6.00 pm	8.00 am – 12 pm
Bakeries	8.00 am – 6.00 pm	8.00 am – 12 pm
Supermarkets/Chemists	8.00 am – 6.30 pm	8.00 am - 5 pm
Clothing, sports etc.	(9.00 am) 10.00 am – 6.00 pm	(9.00 am) 10.00 am – 5.00 pm
Banks and other financial institutions	8.00 am – 12.30 pm 13.30 pm – 3.00 pm once a week until 5,00 pm or 5.30 pm	closed

New legislation allows shops, supermarket chains etc. to remain open until 9:00 pm during the week and until 6.00 pm on Saturdays.

Newsagents/Tobacconists (Trafik), bakeries, pharmacies and small shops in rural areas are closed during lunchtime (from 12 am to 3.00 pm) and one afternoon a week. Bakeries, tobacconists and food stores often open at 6.00 am during the week.

You can pay by debit card (Bankomatkarte) or credit card in most large shops, such as supermarkets.

Shops are closed on Sundays (possible exceptions are for instance shops at railway stations in larger cities). You can also buy foodstuffs at many petrol stations on Sundays and holidays.

### 3.4 Opening a Bank Account

You are generally required to present valid identification with photo (passport, personal ID or a driver's license) in order to open a checking account (an account to which your salary is paid "Gehaltskonto"); a residence registration certificate (Meldezettel) may be required as proof of residency in Austria.

Further information on this subject may be obtained by contacting your local bank or financial institution.

#### More details are available at:

<http://www.ba-ca.com> (Bank Austria – Creditanstalt)

<http://www.sparkasse.at/erstebank/home> (Die Erste)

<http://www.raiffeisen.at> (Raiffeisenbank with branches in small cities and villages as well)

<http://www.psk.at> (PSK – österreichische Postsparkasse (Austrian post office savings bank) with branches in post offices in small cities and villages as well)

<http://www.bawag.com> (BAWAG – Bank für Arbeit und Wirtschaft)

<http://www.volksbank.at> (Volksbank)

### 3.5 Motor Vehicles

It is mandatory to drive with lights on also during daylight hours in Austria.

Additionally you must already carry a safety vest in fluorescent yellow or orange, a breakdown triangle and vehicle first-aid case.

#### 3.5.1 Driving License

Driver's licenses which have been issued in other EU/EEA countries are also valid in Austria. You must report a change of address (primary residence address, Hauptwohnsitz) to the authority responsible for the area of your principal residence.

The responsible authorities are:

- ➔ the Federal Police Headquarters (Bundespolizeidirektion) in capital cities of the provinces
- ➔ the regional district administrative authority (district administrative authority (Bezirkshauptmannschaft) of your district of residence or municipal authorities (Magistrat)).

#### More details are available at:

<http://www.help.gv.at> (driver's license, driver's license categories, etc.)

<http://www.arboe.or.at> (ARBÖ – automobile association)

<http://www.oeamtc.at/fuehrerschein/> (ÖAMTC – automobile association)

#### 3.5.2 Motor Vehicle Licenses

##### Overview

Details regarding the required steps when importing your automobile (motor vehicle) to Austria can be obtained from the official **Motor Vehicle Inspection Centre (Technische Prüfstelle)** located at the respective government office responsible for the province where you maintain your primary residence. Homologation (Typisierung) will be provided on the basis of the technical inspection of your motor vehicle performed there. You will receive an inspection certificate or a so-called **interim certificate** (Interimsbescheinigung).

Vehicles with an **EU operating license** do not need to be a separate permit in Austria since 1st of July 2007. The initial admission to traffic for such vehicles is however necessary so that the corresponding data can be entered into the permit database. Such required input can be either effected by the authorised representative of the manufacturer (general importer) or by the provincial governor (Landeshauptmann) (motor vehicle inspection centres, technische Prüfstellen).

When such data is already in the database, an excerpt from the database can be used as permit record for the admission to traffic.

Please **bring the following** (after consulting the responsible inspection centre) to the **technical inspection centre**:

- proof of ownership (e.g. invoice, purchase contract, gift certificate, foreign vehicle papers in your own name)
- Certificate of Conformity (COC) papers = EU-operating licence for vehicles between 1994 and 1997) or document of compliance from the general importer (for older vehicles)
- For vehicles manufactured in 1997 or after, the EU-COC is already included in the motor vehicle registration certificate.
- If there is no COC document, please provide two photos of your motor vehicle in addition to your document of compliance.
- residence registration certificate (Meldezettel)
- personal identification and approx. 180 Euros

Import of the motor vehicle must be reported to the fiscal office competent for your place of residence (so-called "Veranlagungsstelle" of the Finanzamt); please do not forget to bring along the interim certificate (Interimsbescheinigung) and residence registration certificate (Meldezettel). At your local tax office (Finanzamt) you will be required to pay a standard consumer tax called a **NOVA** (Normverbraucherabgabe). The amount charged for the NOVA depends on technical data concerning your car (purchase price or current resale value, HP or KW, etc.). Details regarding the amount of the NOVA can be obtained from car dealers or automobile associations in Austria (ÖAMTC or ARBÖ). Once the NOVA amount has been determined, you must fill out the "**NOVA 2**" Form (available at the fiscal office) and pay the appropriate tax. You will receive an inspection confirmation certificate (Freigabebescheinigung).

Subsequently, arrange for third-party insurance by choosing from among one of the large number of insurance companies. The final traffic registration is performed at the registration department of your selected insurance company.

The documents required for the final admission to traffic are listed on the website: <http://www.help.gv.at/Content.Node/6/Seite.060118.html> (motor vehicle admission) Leasing transfer approval, etc.; approx. 150–170 Euros (depending on vehicle)

You will receive your license plates and the inspection sticker at the Registration Department.

**More details are available at:**

[http://www.oeamtc.at/index.php?type=article&id=1098241&menu\\_active=0259](http://www.oeamtc.at/index.php?type=article&id=1098241&menu_active=0259)

(self-import of motor vehicles by private persons)

<http://www.help.gv.at/Content.Node/6/Seite.060000.html> (self-import of motor vehicles)

<http://www.arboe.or.at> (ARBÖ)

## 3.6 Housing

### 3.6.1 Short-Term Accommodation in Hotels and Youth Hostels

Many hostels and guesthouses of various standards and price categories offer temporary accommodation facilities across Austria.

**More details are available at:**

<http://www.tiscover.at>

You may only stay at a **youth hostel** if you possess a valid youth hostel membership card. You may obtain a membership card at any hostel. There is no uniform regulation concerning the maximum length of stay at a youth hostel.

**More details are available at:**

<http://www.jungehotels.at/od/home/>

<http://www.jugendherberge.at>

### 3.6.2 Important Details regarding Housing

In Austria 41% of new housing is comprised of detached and semi-detached houses, and 54% of new flats are in residential buildings divided into several flats. In towns and built-up areas there are large numbers of rented, housing association and owner-occupied flats in multi-storey buildings; detached and semi-detached houses predominate in rural areas.

**Apartment rents** vary greatly according to region, the rent for an average apartment in 2006 (rent, repayments/annuities for owner-occupied apartments and operating costs) was least expensive in Burgenland at 3.88 Euro/ square meter and most expensive in Vorarlberg at 6.45 Euro/ square meter. Rent per square meter depends on various factors such as proximity to transport, infrastructure, residential area and fittings, fixtures and furnishings.

Smaller apartments are generally more expensive per square meter than larger ones, and in addition to rent, operating costs (about 25% of the net rent), heating, gas and electricity costs must also be taken into account.

**Important terms regarding housing:**

- **“Ablöse”** (investment refund): this is a once-only payment effected by the new tenant to the previous tenant or the landlord as reimbursement for any investments or furnishings when concluding a rental agreement. Sometimes this term is used for investment reimbursement to be paid by the property owner to the previous tenant for any major improvements performed by such tenant.
- **“Betriebskosten” (operating costs) for rental apartments:** these costs include water, chimney sweepers, waste collection, etc.; normally, the rent is payable including the operating costs; i.e. the appropriate proportion of the total operating costs estimated for the current rate is added to the net rent amount. Once a year (before 30<sup>th</sup> of June), the actual operating costs must be compared with the operating costs estimated until this point.
- **“Kaution” (deposit):** mostly amounts to several monthly rent payments and is returned to the tenant after the termination of the rental contract provided that the apartment is returned to the landlord in the same condition as when the contract was signed. It serves as a security for agreed returning of the rental object.
- **“Miete” or “Mietzins” (Rent):** is a monthly payment to be effected to the landlord.
- **“Mietervereinigung” (Tenants association):** organisations protecting tenant’s rights.

Rents for the majority of principal-tenant housing (Hauptmietwohnungen), council housing (Gemeindewohnungen) and association housing (Genossenschaftswohnungen) are regulated throughout Austria by the **Rent Act** (Mietrechtsgesetz), which categorizes principal-tenant housing (older buildings) according to their installations (heating, WC in the corridor or in the apartment, hot water supply, etc.), and also sets maximum authorized rents and standard rental rates, periods of notice, etc. As a general rule, detached houses do not come under the Rent Act, except in regard of notice periods. Exception: statutory periods of notice are also valid for detached houses.

Before you conclude a **rental or purchase agreement**, it is advisable to seek out an appropriate **consultation agency** (Tenant Associations (Mietervereinigungen), Austrian Tenant Protection Association (Mieterschutzverband), Consumer Information Association (Verein für Konsumenteninformation), Chamber of Labour (Arbeiterkammer), etc. in order to verify the legal validity of the agreement. The aforesaid consultation agencies will assist you in all issues related to rental law.

#### More details are available at:

<http://www.mietervereinigung.at> (Mietervereinigung, Tenants Association)

<http://www.web-design-consultant.at/msv/> (Mieterschutzverband, Tenant Protection Association)

<http://www.konsument.at/konsument>

(Verein für Konsumenteninformation, Consumer Information Association)

<http://www.arbeiterkammer.at> (Arbeiterkammer, Chamber of Labour)

### 3.6.3 Finding permanent Housing

#### Important information sources:

##### → daily newspapers:

<http://www.kurier.at>

<http://www.krone.at>

<http://derstandard.at>

<http://www.diepresse.com> etc. – the weekend editions are of particular interest

##### → Real estate magazines:

<http://www.immobazar.at>

<http://web1.immobilien.net/Default.aspx>

<http://www.immobilien.net>

<http://www.immodirekt.at>

##### → ImmobilienmaklerInnen:

<http://www.ovi.at/start.asp>

#### Other agents:

Province	Internet Address
Graz and Styria: SWIS housing service	<a href="http://www.sws.or.at/">http://www.sws.or.at/</a>
Salzburg	<a href="http://www.wohnen-in-salzburg.at">http://www.wohnen-in-salzburg.at</a>
Tyrol	<a href="http://www.wohnen-in-tirol.at">http://www.wohnen-in-tirol.at</a>
Upper Austria	<a href="http://www.linz.at/services/#9">http://www.linz.at/services/#9</a>
Vorarlberg	<a href="http://finder.vol.at/">http://finder.vol.at/</a>
Information on building (company addresses organized by province)	<a href="http://www.wohnnet.at">http://www.wohnnet.at</a>

More addresses can be found in the commerce directory under “Immobilien” (real estate).

### 3.6.4 Eligibility for Council Housing

Many large municipalities and cities have council housing (Gemeindewohnungen), these are apartments which are directly administered by municipalities and cities and have comparatively low-cost rents.

**Eligibility conditions** for council housing vary throughout Austria.

Details can be obtained from the municipal offices (Gemeindeamt) and municipal authorities in cities (Magistrat).

However mostly certain **eligibility prerequisites** apply, such as 17 years of age, Austrian or EU/EEA or Swiss citizenship, recognized refugee status, income ceiling, primary residence in the respective place in Austria for at least one year.

**Offered by:**

City	Internet Address
Vienna	<a href="http://www.wien.gv.at/wohnen/wienerwohnen/">http://www.wien.gv.at/wohnen/wienerwohnen/</a>
Graz	<a href="http://www.graz.at/cms/ziel/245643/DE/">http://www.graz.at/cms/ziel/245643/DE/</a>
Salzburg	<a href="http://www.salzburg.gv.at/themen/bw.htm">http://www.salzburg.gv.at/themen/bw.htm</a>
Linz	<a href="http://www.linz.at/services/#9">http://www.linz.at/services/#9</a>
Bregenz	<a href="http://www.bregenz.at/index.php?id=875">http://www.bregenz.at/index.php?id=875</a>
Eisenstadt	<a href="http://www.eisenstadt.at/">http://www.eisenstadt.at/</a> (Wohnungsbörse)
Innsbruck	<a href="http://www.innsbruck.at">http://www.innsbruck.at</a>
Carinthia	<a href="http://portal.ktn.gv.at/plk_show_detail.aspx?pr_id=7136">http://portal.ktn.gv.at/plk_show_detail.aspx?pr_id=7136</a>
St. Pölten:	<a href="http://www.st-poelten.gv.at/">http://www.st-poelten.gv.at/</a> (Bürgerservice/Wohnen)

### 3.6.5 Eligibility for Housing Association Accommodation

Housing association accommodation (Genossenschaftswohnungen) receives special support, often through a purchase option. The tenants are members of the housing association and pay a so-called “cooperative share” (Genossenschaftsanteil) which is determined by the size and age of the accommodation.

To qualify for housing association accommodations, you will need to satisfy certain formal preconditions (e.g. minimum age requirement, Austrian or EEA citizenship or recognized refugee status, etc) and your income may not exceed a certain upper limit. The upper limit for the individual provinces is governed by the current housing promotion laws (Wohnbauförderungsgesetze).

**Offered by:**

Austrian Association of Non-profit Housing  
(Österreichischer Verband gemeinnütziger Wohnbauvereinigungen:  
<http://www.gbv.at> (Überblick)

**More details are available at:**

<http://www.mietervereinigung.at> (Mietervereinigung, Tenants Association)  
<http://www.web-design-consultant.at/msv/>  
(Mieterschutzverband, Tenants Protection Association)

### 3.6.6 Application for a Radio and TV License

In Austria radio and TV appliances must be registered.

**More details are available at:**

<http://www.orf-gjs.at>

### 3.6.7 Registration for Gas and Electricity

You can find which energy provider is responsible for your area and which tariffs are cheapest at tariff calculator under “Tarifkalkulator/E-control”: <http://tarifkalk.e-control.at/tarifkalkulator/TKStart.do>.

### 3.6.8 Registration of Fixed Network Phones and Mobile Phones

**Overview of fixed network tariffs and providers:**

<http://www.mobilfunkrechner.de/akVienna/pdf/festnetz.pdf>

**Overview of mobile network tariffs and providers:**

<http://www.mobilfunkrechner.de/akVienna/pdf/mobilfunknetz.pdf>

**Providers:**

Fixed network providers	Internet Address
Telekom Austria	<a href="http://www.telekom.at">http://www.telekom.at</a>
One	<a href="http://www.one.at">http://www.one.at</a>
Tele 2/UTA	<a href="http://www.tele2uta.at">http://www.tele2uta.at</a>
Telering/T-mobile	<a href="http://www.telering.at">http://www.telering.at</a>
Priority	<a href="http://www.priority.at/nu/home/fs_index.html">http://www.priority.at/nu/home/fs_index.html</a>

**Fixed network tariff calculator (cheap tariffs); cheap fixed network rates:**

<http://www1.arbeiterkammer.at/Festnetz/>

Mobile Mobile network providers	Internet Address
One	<a href="http://www.one.at">http://www.one.at</a>
Telering/T-mobile	<a href="http://www.telering.at">http://www.telering.at</a>
T-Mobile	<a href="http://www.t-mobile.at/privat">http://www.t-mobile.at/privat</a>
A1	<a href="http://www.mobilkomaustria.com">http://www.mobilkomaustria.com</a>
3G-UMTS	<a href="http://www.drei.at">http://www.drei.at</a>
Tele2	<a href="http://www.tele2uta.at">http://www.tele2uta.at</a>

**Mobile network tariff calculator (cheap tariffs); cheap mobile network rates:**

<http://www1.arbeiterkammer.at/Handytarif/>

## 4. EDUCATION

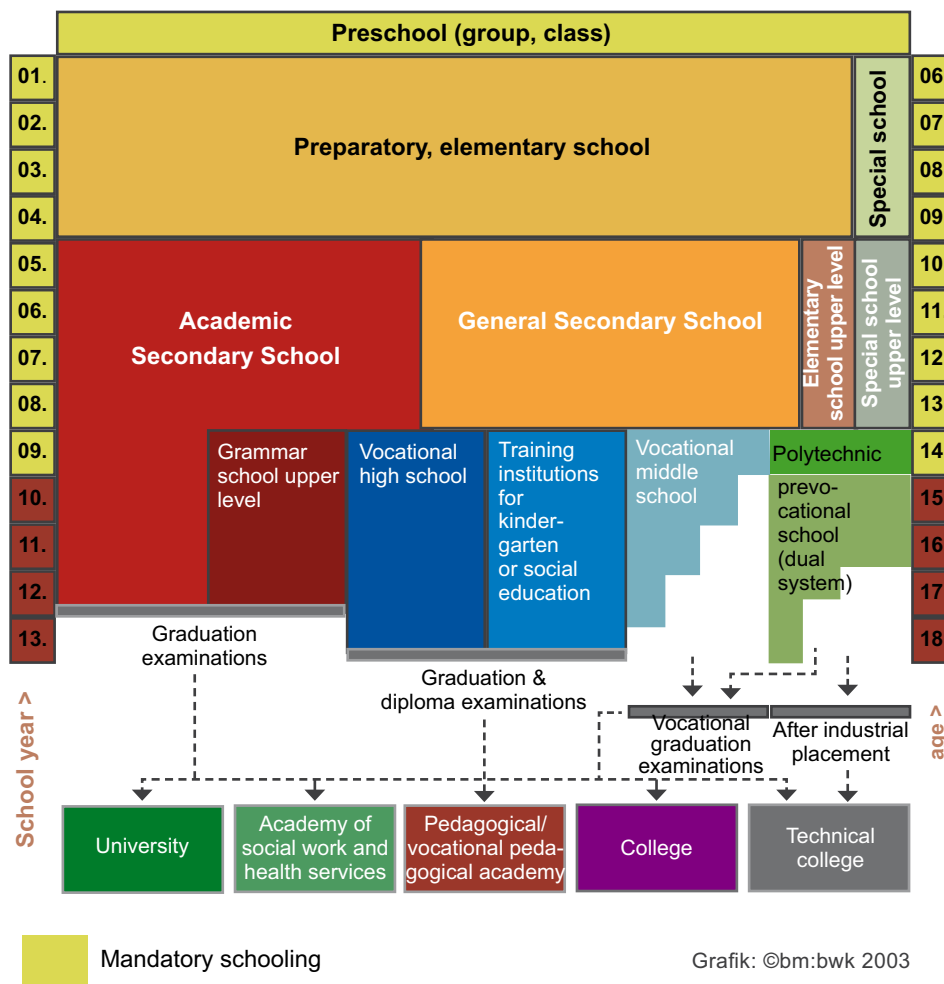
### 4.1 Education and Training – Overview

Very young and pre-school children are taken care of in **crèches (Kinderkrippe)** (for babies and very young children up to 3 years of age) as well as **nursery schools** and (public and private) **kindergartens (Kindergarten, Vorschule)**. The demand for crèches and kindergartens is greater than the offer.

There is a growing trend for very young children to be cared for in very small groups by “day-care mothers” (Tagesmütter) – especially in small cities and agricultural regions.

Education is compulsory for all children permanently living in Austria from the age of six. A child qualifies as a permanent resident if they have been living in Austria for a minimum of one semester (about five months- equivalent to one assessment period). Schooling is **compulsory** for nine years in Austria (from 6 – 15 years of age); attendance of public schools is free of charge.

#### the Austrian education system



**Introduction:** the pedagogic colleges (Pädagogische Hochschulen) replace the pedagogic academies (Pädagogische Akademien).

Academies for social work (Akademien für Sozialarbeit) are replaced by colleges offering bachelor and master degree courses.

After children have successfully completed their first four years of compulsory **primary school (Volksschule)**, they may either attend the lower level of a **main general secondary school (Hauptschule)**, the lower level of a **secondary academic school (Unterstufe der Allgemeinbildende-höhere Schule – AHS)** or a special kind of school (e.g. Mittelschule). There are also special schools for children with disabilities or special educational needs (e.g. severe learning disabilities, mental and/or physical disabilities etc.) which cover the first eight to nine years of schooling (e.g. Sonderschule (special school) or **Sonderpädagogisches Zentrum (special pedagogic centre)**).

For their ninth year of schooling, children may attend a **pre-vocational course (Polytechnischen Schule)** (offering professional orientation and preparation for an apprenticeship), a domestic science college, secondary technical and vocational intermediate and higher-level school (Berufsbildende mittlere or berufsbildende höhere Schulen – BMS/BHS) as well as the upper level of a secondary academic school (AHS) or at the upper level of a **secondary grammar school (Oberstufengymnasium)**.

Following completion of their ninth year of schooling, young people have the option of professional training in the form of an **apprenticeship** (lasting two-and-half years to four years depending on the apprenticeship trade), of entering the workforce or of continuing their education at a secondary academic school (AHS) or at a secondary intermediate or higher-level technical and vocational school or college (BMS/BHS).

**Graduation from a BMS** (an intermediate-level secondary technical and vocational school lasting 3–4 years) entitles a student to exercise an occupation according to the type of school attended (e.g. commercial, technical schools). Graduation from a BHS (a higher-level vocational and technical secondary college lasting 5 years) and passing the 'Matura' school-leaving examination not only qualifies students to continue relevant vocational training in a number of occupations (according to type of school), but also to attend academies, technical colleges, liberal arts colleges and universities.

Similarly, graduation from an AHS (an academic secondary school) and passing the Matura school-leaving examination entitles students to enrol in academies, technical colleges, liberal arts colleges and universities. Technical schools, Academies and Universities charge **tuition fees**.

However, young people and adults who have not passed the Matura may still be admitted to higher educational institutions if they successfully pass qualification examinations including the **academic qualification tests (Studienberechtigungsprüfung)**, the **matriculation exam for professionals (Berufsreifeprüfung)**, or **Matura examinations for external candidates (Externistenmatura)**.

**More details are available at:**

<http://www.help.gv.at/Content.Node/11/Seite.110000.html>

<http://www.help.gv.at> (school admission)

[http://www.bmukk.gv.at/schulen/service/schulinfo/Schulservicestellen\\_in\\_d1570.xml](http://www.bmukk.gv.at/schulen/service/schulinfo/Schulservicestellen_in_d1570.xml)  
(school service points of provincial boards of education)

<http://www.bmukk.gv.at> (provincial boards of education (Landesschulrat)/service facilities)

<http://www.bmukk.gv.at/schulen/schulen/index.xml> (Schulen)

<http://www.bmukk.gv.at/schulen/bw/index.xml> (school addresses)

[http://www.bmwf.gv.at/submenu/service/studieren\\_in\\_oesterreich/aufnahme\\_an\\_oesterr\\_universitaeten/auslaender\\_an\\_unis\\_und\\_hochschulen/](http://www.bmwf.gv.at/submenu/service/studieren_in_oesterreich/aufnahme_an_oesterr_universitaeten/auslaender_an_unis_und_hochschulen/)

[http://www.bmukk.gv.at/universitaeten/studieren/Aufnahme\\_von\\_auslaendisc3502.xml](http://www.bmukk.gv.at/universitaeten/studieren/Aufnahme_von_auslaendisc3502.xml)  
(foreign students)

[http://www.bmwf.gv.at/submenu/service/studieren\\_in\\_oesterreich/aufnahme\\_an\\_oesterr\\_universitaeten/](http://www.bmwf.gv.at/submenu/service/studieren_in_oesterreich/aufnahme_an_oesterr_universitaeten/)

<http://www.bmukk.gv.at/schulen/bw/index.xml> (academic qualification tests

(Studienberechtigungsprüfung)/matriculation exams for professionals (Berufsreifeprüfung))

<http://www.erwachsenenbildung.at> (academic qualification tests

(Studienberechtigungsprüfung)/matriculation exams for professionals (Berufsreifeprüfung))

## Addresses:

<p><b>Board of Education of Burgenland</b> <b>School service</b> Kernausteig 3 A-7000 Eisenstadt</p> <p><b>Edda Füzi-Prinke</b> Tel: +43 268 2710-152 Fax: +43 268 27 10-79 e-mail: <a href="mailto:edda.fuezi-prinke@lsr-bgld.gv.at">edda.fuezi-prinke@lsr-bgld.gv.at</a></p>	<p><b>Board of Education of Carinthia</b> <b>School service</b> 10.-Oktober-Straße 24/entrance Kaufmannngasse Postfach 607 A-9010 Klagenfurt</p> <p><b>Mag. Roland Arko</b> Tel: +43 463 5812-313 Fax: +43 463 5812-105 e-mail: <a href="mailto:roland.arko@lsr-ktn.gv.at">roland.arko@lsr-ktn.gv.at</a></p>
<p><b>Board of Education of Vienna</b> <b>School information point</b> Wipplingerstr. 28 A-1010 Vienna Tel: +43 1 525 25-7700/77861 Fax: +43 1 525 25 99 77 867 e-mail: <a href="mailto:schulinfo@ssr-Vienna.gv.at">schulinfo@ssr-Vienna.gv.at</a></p>	<p><b>Board of Education of Lower Austria</b> <b>School service</b> Rennbahnstrasse 29 A-3109 St. Pölten</p> <p><b>MMag. Franz Koppensteiner</b> Tel: +43 2742 280-48 00 Fax: +43 2742 280-11 11 e-mail: <a href="mailto:franz.koppensteiner@lsr-noe.gv.at">franz.koppensteiner@lsr-noe.gv.at</a></p>
<p><b>Board of Education of Upper Austria</b> <b>School service</b> Sonnensteinstraße 20 A-4040 Linz</p> <p><b>Mag. Elisabeth Messner</b> <b>Mag. Elisabeth Schwarzmaier</b> Tel: +43 732 70 71-91 21 Fax: +43 732 70 71-22 50 e-mail: <a href="mailto:schulservice@lsr-ooe.gv.at">schulservice@lsr-ooe.gv.at</a></p>	<p><b>Board of Education of Salzburg</b> <b>School service</b> Aignerstr. 8 A-5020 Salzburg</p> <p><b>Nina Behrendt</b> <b>Monika Geretschläger</b> Tel: +43 662 80 83-20 71 Fax: +43 662 80 83-41 04 e-mail: <a href="mailto:Nina.behrendt@lsr.salzburg.at">Nina.behrendt@lsr.salzburg.at</a></p>
<p><b>Board of Education of Tyrol</b> <b>School service</b> Innrain 1 A-6010 Innsbruck</p> <p><b>Dr. Ingrid Moritz</b> Tel: +43 512 520 33-113 Fax: +43 512 520 33-342 e-mail: <a href="mailto:i.moritz@lsr-t.gv.at">i.moritz@lsr-t.gv.at</a></p>	<p><b>Board of Education of Styria</b> <b>School service</b> Körblergasse 23 A-8011 Graz</p> <p><b>Alexandra Ettinger</b> <b>Monika Lackner</b> Tel: +43 316 345-226 oder 450 Fax: +43 316 345-72 e-mail: <a href="mailto:Alexandra.ettinger@lsr-stmk.gv.at">Alexandra.ettinger@lsr-stmk.gv.at</a> <a href="mailto:Monika.lackner@lsr-stmk.gv.at">Monika.lackner@lsr-stmk.gv.at</a></p>
<p><b>Board of Education of Vorarlberg</b> <b>School service</b> Bahnhofstrasse 12 A-6900 Bregenz</p> <p><b>Mag. Dr. Christine Gmeiner</b> Tel: +43 5574 49 60-502 Fax: +43 5574 49 60-408 e-mail: <a href="mailto:schulservice@lsr-vbg.gv.at">schulservice@lsr-vbg.gv.at</a></p>	<p><b>Schools advisory service of the</b> <b>Federal Ministry of Education, Arts and Culture</b> Freyung 1/Minoritenplatz 5 A-1010 Vienna</p> <p><b>Sabine Gschwandtner</b> Tel: +43 1 531 20-25 90 Fax: +43 1 531 20-81 25 90 e-mail: <a href="mailto:sabine.gschwandtner@bmukk.gv.at">sabine.gschwandtner@bmukk.gv.at</a></p>

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Internet: <http://www.bmukk.gv.at>

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**Fr. Christine Kampl**

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Fax: +43 1 53 120-817008

e-mail: [christine.kampl@bmwf.gv.at](mailto:christine.kampl@bmwf.gv.at)

## 4.2 Initial Vocational Training – Apprenticeships

Vocational training is provided in Austria either through an **apprenticeship** (initial vocational training in a company as well as attendance at a vocational school) or school-based education (in intermediate or higher-level secondary technical and vocational schools and colleges) which offer practice-oriented instruction.

In Austria, training is offered in approximately 270 occupations. Young people who take up an apprenticeship receive on-the-job training in a company and also attend a vocational school on a part-time basis (**dual training system**). An apprenticeship lasts between two-and-a-half to four years depending on the apprenticeship trade and ends with the successful completion of a final apprenticeship examination (Lehrabschlussprüfung).

An **apprenticeship contract** (Lehrvertrag) must be signed at the start of the apprenticeship. This contract is to be concluded in writing between the young person (the apprentice) and the authorized trainer and specifies training conditions including the duration of the apprenticeship. In the case of minors, the **apprentice's legal guardian** is also required to sign the contract.

The contractual working relationship entails rights and duties for both the apprentice and the authorized trainers.

Apprentices are persons bound by the terms of an apprenticeship contract who are trained by authorized trainers in one of the apprenticeship trades contained in the recognized list of occupations and employed within the framework of this training arrangement. For them the Vocational Training Act and respective collective contract is valid. Apprentices are subject to special provisions (unfair dismissal protection, working hours, special youth protection provisions etc.).

Throughout Austria, apprenticeship programs are based on **standard job profiles**.

Apprentices are generally **remunerated** (Lehrlingsentschädigung) on a monthly basis. The amount of remuneration to be paid to the apprentice is based on collective labour agreements as well as company agreements. As a general rule, apprentices are entitled to paid holiday amounting to 30 working days per annum.

There is presently a shortage of apprenticeship positions in Austria – especially in Vienna. If you are looking for an apprenticeship, it is recommended that you contact the nearest branch of the AMS Employment Service.

**More details are available at:**

<http://www.arbeiterkammer.at> (Austrian Chamber of Labour (AK))

<http://www.oegb.at> (Austrian Employment Service (ÖGB))

<http://www.ams.at> (Austrian Employment Service (AMS))

<http://portal.wko.at/> (Austrian Federal Economic Chamber of Commerce)

### 4.3 Further Education

Ongoing training is one of the major prerequisites for a successful career. Amongst the largest training and further education institutions in Austria are the Careers Promotion Institute (BFI, Berufsförderungsinstitut), Trade & Industry Promotion Institute (WIFI, Wirtschaftsförderungsinstitut) and adult educational centres (Volkshochschule).

Career info centres (BIZ, Berufsinfozentrum) offer both a comprehensive overview of career and schools education and training opportunities in Austria and individual consultation on specific educational and training issues.

Language courses are offered by all large training institutions (WIFI, BFI, adult educational centres) and language institutes.

#### Offered by:

Institutions	Internet address
BFI	<a href="http://www.bfi.at">http://www.bfi.at</a>
WIFI	<a href="http://www.wifi.at">http://www.wifi.at</a>
Adult Education Centre (Volkshochschule) of Burgenland	<a href="http://www.vhs-burgenland.at">http://www.vhs-burgenland.at</a>
Adult Education Centre (Volkshochschule) of Carinthia	<a href="http://www.vhsktn.at">http://www.vhsktn.at</a>
Adult Education Centre (Volkshochschule) of Lower Austria	<a href="http://www.vhs-noe.at">http://www.vhs-noe.at</a>
Adult Education Centre (Volkshochschule) of Upper Austria	<a href="http://www.vhs-verband-ooe.at">http://www.vhs-verband-ooe.at</a>
Further education database of Styria	<a href="http://weiterbildung.steiermark.at/">http://weiterbildung.steiermark.at/</a>
Adult Education Centre (Volkshochschule) of Salzburg	<a href="http://www.volkshochschule.at">http://www.volkshochschule.at</a>
Adult Education Centre (Volkshochschule) of Tyrol	<a href="http://www.vhs-tirol.at">http://www.vhs-tirol.at</a>
Adult Education Centre (Volkshochschule) of Vorarlberg	<a href="http://www.vhs-goetzis.at">http://www.vhs-goetzis.at</a>
Adult Education Centre (Volkshochschule) of Vienna	<a href="http://www.vwv.at">http://www.vwv.at</a>
Career info centres (BIZ)	<a href="http://www.ams.at">http://www.ams.at</a>
Career info centre Vienna Business	<a href="http://www.biwi.at">http://www.biwi.at</a>
Language schools/Training institutes	<a href="http://www.sprachkurse-weltweit.de/deutsch/d-oesterreich.htm">http://www.sprachkurse-weltweit.de/deutsch/d-oesterreich.htm</a> <a href="http://www.ikivienna.at/de/index.htm">http://www.ikivienna.at/de/index.htm</a> <a href="http://www.berlitz.at/">http://www.berlitz.at/</a>

## 5. RECOGNITION AND NOSTRIFICATION OF FOREIGN QUALIFICATIONS

### 5.1 General

The origin of a general system for the recognition of degrees and diplomas within the EU member states was in response to the pressing need for a system which ensured the recognition and validation of professional entry qualifications and skills without first requiring the harmonization of the various educational systems in EU countries. Accordingly, guidelines for the recognition of diplomas have been established to make it easier for EU/EEA citizens who have obtained a university degree, or similar degree from a comparable institution (89/48 EEC) to practice their profession in other member countries, as well as to create a link between university programs and schools (to create non-university level, professional qualifications) (92/51 EEC).

Recognition and nostrification of the respective school leaving certificate, graduation diploma and university diploma or admission to occupational practice is required to be able to receive a position in Austria corresponding to the training received abroad.

Within EU/EEA and Switzerland dedicated directives regulate the access to some academic professions which allow direct admission to occupational practice. In such cases no nostrification is required nor is possible.

The prerequisite of nostrification of a foreign graduation certificate is to furnish the evidence that recognition is compulsorily necessary for practicing such profession in Austria. This is then the case when legally regulated occupational practice is desired in Austria which has certain qualifications as a prerequisite (e.g. in the teaching and health care sectors).

All certificates and documents submitted are normally to be originals or legally attested or notarized certified copies or translations prepared by sworn or court-appointed translators to be able to perform a nostrification. Contact the appropriate facilities/institutions/authorities to ensure that your set of documents is complete.

#### **Additional information:**

<http://www.arbeiterkammer.at/www-192-IP-10110-IPS-1.html> (Austrian Chamber of labour)

[http://www.bmwf.gv.at/wissenschaft/international/enic\\_naric\\_austria/faq/](http://www.bmwf.gv.at/wissenschaft/international/enic_naric_austria/faq/) (NARIC Austria)

## 5.2 Recognition and Nostrification of Foreign Diplomas – Competent Authorities

Responsibility for the various areas related to **education and training** as well as **professions** is shared among the various ministries, institutions and respective interest groups as follows:

### 5.2.1 Academic Education at Universities/Universities of Applied Sciences etc

Diplomas/Certificates	Information
University degrees and academic diplomas	<p><b>NARIC Austria</b>  <b>Austrian Federal Ministry of Science and Research</b>                      Teinfaltstr. 8                      A-1014 Vienna</p> <p><b>Dr. Heinz Kasparovsky</b>                      Tel: +43 1 531 20-59 20                      Fax: +43 1 531 20-81 59 20                      e-mail: <a href="mailto:heinz.kasparovsky@bmwf.gv.at">heinz.kasparovsky@bmwf.gv.at</a></p> <p><b>Dr. Christoph Demand</b>                      Tel: +43 1 53 120 - 59 22                      Fax: +43 1 53 120 - 81 59 22                      e-mail: <a href="mailto:christoph.demand@bmwf.gv.at">christoph.demand@bmwf.gv.at</a></p> <p><b>More details are available at:</b>  <a href="http://www.bmwf.gv.at/wissenschaft/international/enic_naric_austria/faq/">http://www.bmwf.gv.at/wissenschaft/international/enic_naric_austria/faq/</a></p>

### 5.2.2 Teaching Degrees:

Training and graduation in EU/EEA countries or in Switzerland:

Diplomas/Certificates/ Professional recognition	Information
Teaching degrees for compulsory schools	<p><b>Pedagogic academies and colleges in the respective provinces</b>  <a href="http://www.bmukk.gv.at/schulen/bw/leb/Links_Paedagogische_Akad1751.xml">http://www.bmukk.gv.at/schulen/bw/leb/Links_Paedagogische_Akad1751.xml</a></p>
Teaching degrees for federal schools (grammar school, vocational schools) having university graduation as a prerequisite	<p><b>Federal Ministry of Education, Arts and Culture</b>                      Concordiaplatz 1                      A-1010 Vienna</p> <p><b>Mag. Christian Rubin</b>                      Tel: +43 1 531 20 - 33 41                      e-mail: <a href="mailto:christian.rubin@bmukk.gv.at">christian.rubin@bmukk.gv.at</a></p> <p><b>Mag. Alexander Thaller</b>                      Tel: +43 1 531 20 - 48 45                      e-mail: <a href="mailto:alexander.thaller@bmukk.gv.at">alexander.thaller@bmukk.gv.at</a></p>

## Training and graduation outside EU/EEA countries or Switzerland:

Diplomas/Certificates for	Information
Teaching degrees for compulsory schools	<b>information and recognition proceedings; compulsory nostrification with the provincial government and/or provincial board of education:</b> <a href="http://www.bmukk.gv.at/service/links/landesschulraete.xml">http://www.bmukk.gv.at/service/links/landesschulraete.xml</a>

### 5.2.3 Diplomas in the Health Field (excluding Medical Doctors)

Comprehensive legal regulations are scheduled for next year.

#### 5.2.3.1 Nurses/Paramedics/Masseurs and similar Professions

- general health and nursing services
- qualified medical technical services
- child intense care
- children and youth care
- psychiatric health and nursing services
- paramedics
- nursing assistants
- paramedics
- medical masseurs and massage therapists

### EU/EEA or Swiss citizens who completed their training in an EU/EEA country or Switzerland:

Graduates in the previously mentioned professions may send their applications for validation or practice of their profession to:

Diplomas/Certificates/ Professional recognition	Information
	<b>Federal Ministry of Health, Family and Youth</b> Radetzkystrasse 2 A-1030 Vienna Internet: <a href="http://www.bmgfj.gv.at">http://www.bmgfj.gv.at</a>  <b>Anita Schinko (A–H)</b> Tel. +43 1 711 00-46 86 Fax +43 1 711 00-41 65 e-mail: <a href="mailto:anita.schinko@bmgfj.gv.at">anita.schinko@bmgfj.gv.at</a>  <b>Karl Hörmann (German citizens)</b> Tel. +43 1 711 00-46 46 Fax +43 1 711 00-41 65 e-mail: <a href="mailto:karl.hoermann@bmgfj.gv.at">karl.hoermann@bmgfj.gv.at</a>  <b>Gerald Tatzer-Schmid (P–Z) and specialist training</b> Tel. +43 1 711 00-41 28 Fax +43 1 711 00-41 65 e-mail: <a href="mailto:gerald.tatzer-schmid@bmgfj.gv.at">gerald.tatzer-schmid@bmgfj.gv.at</a>  <b>Mag. Ursula Szabo (I–Ö)</b> Tel. +43 1 711 00-41 40 Fax +43 1 711 00-41 65 e-mail: <a href="mailto:Ursula.szabo@bmgfj.gv.at">Ursula.szabo@bmgfj.gv.at</a>

The first letter of your family name respectively the country where you graduated determines which office is responsible for handling your individual application.

**More details are available at:**

<http://www.bmgfj.gv.at/cms/site/inhalte.htm?thema=CH0012>

**Training and graduation outside EU/EEA countries or Switzerland or non-EU/non-EEA or non-Swiss citizenship:**

Graduates in the aforesaid professions should contact the locally competent provincial government office regarding the recognition (nostrification) of their qualifications.

### 5.2.3.2 Qualified Technical Medical Professions

- qualified physiotherapists
- qualified medical laboratory assistants
- qualified radiology assistants
- qualified dieticians and nutritional advisors
- qualified ergotherapists
- qualified logopedists (speech therapists), phoniatrists (voice clinicians), audiologists
- qualified orthoptists

Graduates in the aforesaid professions may send their application to validate and practice their profession or nostrification of their qualifications to:

Diplomas/Certificates	Information
Graduation diplomas/Certificates	<p><b>Federal Ministry of Health, Family and Youth</b>            Radetzkystrasse 2            A-1030 Vienna            Internet: <a href="http://www.bmgfj.gv.at">http://www.bmgfj.gv.at</a></p> <p><b>Anita Schinko (A–H)</b>            Tel. +43 1 711 00-46 86            Fax +43 1 711 00-41 65            e-mail: <a href="mailto:anitas.schinko@bmgfj.gv.at">anitas.schinko@bmgfj.gv.at</a></p> <p><b>Karl Hörmann (German citizens)</b>            Tel. +43 1 711 00-46 46            Fax +43 1 711 00-41 65            e-mail: <a href="mailto:karl.hoermann@bmgfj.gv.at">karl.hoermann@bmgfj.gv.at</a></p> <p><b>Mag. Ursula Szabo (I–Ö)</b>            Tel: +43 1 711 00-41 40            Fax +43 1 711 00-41 65            e-mail: <a href="mailto:Ursula.szabo@bmgfj.gv.at">Ursula.szabo@bmgfj.gv.at</a></p> <p><b>Gerald Tatzer-Schmid (P–Z)</b>            Tel. +43 1 711 00-41 28            Fax +43 1 711 00-41 65            e-mail: <a href="mailto:gerald.tatzer-schmid@bmgfj.gv.at">gerald.tatzer-schmid@bmgfj.gv.at</a></p>

The first letter of your family name determines which office is responsible for handling your individual application.

**More details are available at:**

<http://www.bmgfj.gv.at/cms/site/detail.htm?thema=CH0012&doc=CMS1126185158027>  
(recognition of diplomas originating from other states; details on the individual care professions)  
<http://www.bmgf.gv.at/cms/site/detail.htm?thema=CH0012&doc=CMS1126185158027>  
(provincial governments)

#### 5.2.4 Midwives:

**Training and graduation in EU/EEA countries or Switzerland:**

Diplomas/Certificates/ Professional recognition	Information
	<b>Austrian Midwives Association (Österreichisches Hebammengremium)</b> 1061 Vienna, Spörlingasse 3–5/2 Tel.+Fax: +43 1 597 14 04 Tel: + 43 (0) 2617/2910 (Georg Gessner) e-mail: <a href="mailto:oehg@hebammen.at">oehg@hebammen.at</a> Internet: <a href="http://www.hebammen.at">http://www.hebammen.at</a>

**More details are available at:**

<http://www.bmgf.gv.at/cms/site/detail.htm?thema=CH0012&doc=CMS1126687950877>

#### 5.2.5 Medical Doctors

The application for authorisation of independent practice must be made to the respective medical associations (provincial medical associations).

Principal migration issues (legal advice) can be clarified through the international office of the Austrian Medical Association (Ärztzekammer).

Foreign medical doctors or Austrian citizens who graduated abroad are required to furnish an EU conformity statement and a confirmation of disciplinary integrity to be able to practice their profession. For more details, please contact the international office of the Austrian Medical Association.

For medical doctors who want to be employed, the labour market situation will be additionally examined by the AMS (Austrian Employment Service) and the Austrian Medical Association (also see Chapter 6.8: New EU citizens and the Austrian labour market).

**More details are available at:**

<http://www.aerztekammer.at/?aid=AUSBILDUNG&type=article> (Recognition of training abroad)  
[http://www.aerztekammer.at/?aid=AUSLAENDISCHE\\_AERZTE&type=article](http://www.aerztekammer.at/?aid=AUSLAENDISCHE_AERZTE&type=article)  
(Foreign medical doctors: Information on training in non-EU/EEA countries)  
<http://www.aerztekammer.at/?type=module&aid=convert&url=%2Fsrv%2Fdav%2Foak%2Fak-website%2F%2Finternationales.html> (International Office)

## 5.2.6 Lawyers

Diplomas/Certificates	Information
Graduation diplomas/Certificates regulations for admission to practice	<b>Austrian Lawyers Association (Österreichischer Rechtsanwaltskammertag)</b> Tuchlauben 12 A-1010 Vienna Tel.: +43 1 535 12 75-0 Fax: +43 1 535 12 75-13 e-Mail: <a href="mailto:rechtsanwaelte@oerak.at">rechtsanwaelte@oerak.at</a> Internet: <a href="http://www.rechtsanwaelte.at">http://www.rechtsanwaelte.at</a> (link to the provinces)

### More details are available at:

<http://www.rechtsanwaelte.at/www/getFile.php?id=81&nav=0>

(EuRAG: Bundesgesetz über den freien Dienstleistungsverkehr und die Niederlassung von europäischen Rechtsanwälten in Österreich)

(Federal Act on Free Exchange of Goods and Services and Freedom of Establishment of European Lawyers in Austria).

## 5.2.7 Architects/Construction Engineers/Civil Engineers

Diplomas/Certificates	Information
Graduation diplomas/Certificates regulations for admission to practice	<b>The Federal Association of Architects and Engineering Consultants (Bundeskammer der Architekten und Ingenieurskonsulenten)</b> Karlgasse 9/2 A-1040 Vienna  <b>Mag. Schüller</b> Tel: +43 1 505 58 07/ 51 Fax: +43 1 505 32 11 e-Mail: <a href="mailto:office@arching.at">office@arching.at</a> Internet: <a href="http://www.arching.at">http://www.arching.at</a>

Architects, construction engineers and civil engineers from the new EU accession countries (1st of May 2005 and 1st of January 2007) can settle in Austria or provide cross-border architectural and engineering services under consideration of the EEA Architects Directive and/or EEU Engineering Consultants Directive (amendment of legal regulations expected at the end of 2007). For employed persons (except for Malta and Cyprus citizens) the labour market situation will be additionally examined by the AMS (Austrian Employment Service) (also see Chapter 6.8: New EU citizens and the Austrian labour market) respectively the corresponding provisional regulations apply.

### More details are available at:

<http://www.arching.at> (provincial chambers)

## 5.2.8 Recognition of Foreign School and Vocational Diplomas

Diplomas/Certificates for	Information
	<p><b>Federal Ministry of Education, Arts and Culture</b>            Minoritenplatz 5            A-1014 Vienna</p>
Secondary academic school (AHS)	<p><b>Silvia Bauer</b>            Tel: +43 1 531 20-44 84            e-mail: <a href="mailto:silvia.bauer@bmukk.gv.at">silvia.bauer@bmukk.gv.at</a>            Opening hours, no appointment required:            Tue and Thu from 9.00 am to 12.00 am</p> <p><b>Renate Studnicka</b>            Tel: +43 1 531 20-42 88            e-mail: <a href="mailto:renate.studnicka@bmukk.gv.at">renate.studnicka@bmukk.gv.at</a>            Opening hours, no appointment required:            Tue and Thu from 9.00 am to 12.00 am</p>
Commercial schools	<p><b>Norbert Hanauer</b>            Tel: +43 1 531 20-44 27            e-mail: <a href="mailto:norbert.hanauer@bmukk.gv.at">norbert.hanauer@bmukk.gv.at</a>            Opening hours, no appointment required:            Tue and Thu from 9.00 am to 12.00 am</p>
Business schools, tourism schools, fashion and drapery schools, art and design schools schools social welfare and care professions, agricultural schools colleges for social welfare professions/social welfare academies	<p><b>Eva Eisenhut</b>            Tel: +43 1 531 20-44 59            e-mail: <a href="mailto:eva.eisenhut@bmukk.gv.at">eva.eisenhut@bmukk.gv.at</a>            Opening hours, no appointment required:            Tue and Thu from 9.00 am to 12.00 am</p> <p><b>Mag. Gerhard Orth</b>            Tel: +43 1 531 20-44 93            e-mail: <a href="mailto:Gerhard.orth@bmukk.gv.at">Gerhard.orth@bmukk.gv.at</a>            Opening hours, no appointment required:            Tue and Thu from 9.00 am to 12.00 am</p>
Training colleges for social pedagogy and kindergarten	<p><b>Anna Hummel</b>            Tel: +43 1 531 20-28 32            e-mail: <a href="mailto:anna.hummel@bmukk.gv.at">anna.hummel@bmukk.gv.at</a>            Opening hours, no appointment required:            Tue and Thu from 9.00 am to 12.00 am</p>
Technical schools	<p><b>Sabine Smutni</b>            Tel: +43 1 531 20-44 15            e-mail: <a href="mailto:sabine.smutni@bmukk.gv.at">sabine.smutni@bmukk.gv.at</a>            Opening hours, no appointment required:            Tue and Thu from 9.00 am to 12.00 am</p>
Compulsory schools	<p><b>Johannes Baumühlner</b>            Tel: +43 1 531 20-44 85            e-mail: <a href="mailto:johannes.baumuehlner@bmukk.gv.at">johannes.baumuehlner@bmukk.gv.at</a>            Opening hours, no appointment required:            Tue and Thu from 9.00 am to 12.00 am</p>
Vocational schools	<p><b>Mag. Renate Saupt</b>            Tel: +43 1 531 20-45 93            e-mail: <a href="mailto:renate.saupt@bmukk.gv.at">renate.saupt@bmukk.gv.at</a>            Opening hours, no appointment required:            Tue and Thu from 9.00 am to 12.00 am</p>

**More details are available at:**

<http://www.bmukk.gv.at/schulen/service/nostrifikationen.xml> (nostrifikations)

<http://www.berufsbildendeschulen.at>

**Degree from a vocational school:**

Diplomas/Certificates	Information
Final apprenticeship exams	<p><b>Federal Ministry of Economics and Labour (BMWA)</b> Stubenring 1 A-1010 Vienna</p> <p><b>Ms. Spiesz</b> Tel: +43 1 711 00-56 13 Fax: +43 1 711 00-23 66 e-mail: <a href="mailto:andrea.spiesz@bmwa.gv.at">andrea.spiesz@bmwa.gv.at</a></p>

## 6. JOB HUNTING

Pursuant to Austria's membership in the European Union, EU/EEA citizens, Swiss citizens and their family members (spouses, children, stepchildren and adopted children) are entitled to live and work in Austria without work permits in accordance with the principle of "free movement of labour." Special rules apply in the case of "new" EU citizens from Bulgaria, Rumania, Estonia, Latvia, Lithuania, Poland, Slovakia, Slovenia, the Czech Republic and Hungary. (Also see section 6.8)

### 6.1 EURES (European Employment Services)

Thanks to the system of cooperation between the various employment services of the member states, you can find out about job vacancies in Austria and obtain other information about Austria by contacting the EURES network at the Employment Service in your home country.

The EURES website informs job seekers amongst others about living and working conditions as well as job opportunities in the individual EEA states regions and in Switzerland as well as lists job vacancies. Additionally you can post your personal CV online which can be viewed by potential employers.

More than 700 specially trained EURES advisors are working in the public employment services in all EU/EEA countries and Switzerland to support and advise citizens seeking a job in another EU/EEA country or Switzerland. You can find your EURES advisers responsible for the desired region using the EURES website.

**More details are available at:**

<http://ec.europa.eu/eures/home.jsp?lang=de> (EURES website)

<http://eures.europa.eu> (EURES ebsite)

<http://ec.europa.eu/eures/main.jsp?acro=eures&lang=de&catId=3&parentCategory=3>  
(EURES advisers)

### 6.2 Austrian Employment Service (AMS)

The Austrian Employment Service, better known as the **Arbeitsmarktservice (AMS)** runs offices at the national, provincial and regional level.

The Austrian Employment Service (AMS) is responsible for **consultation, job referral, financial support and subsistence insurance** (e.g. unemployment benefits and social welfare) for job seekers or persons registered as unemployed who are either permanent or temporary residents in Austria. **All services of the Austrian Employment Service are free of charge.**

Job seekers and unemployed persons may register at their local Austrian Employment Service (the competence follows their principal residence, also see <http://www.ams.at>).

At the AMS Internet site at <http://www.ams.at> you can also find more details regarding

#### → eJob-Room:

The Austrian Employment Service offers this service both to registered individuals and all other interested people. It offers an overview of all vacant positions in Austria and neighbouring regions (South Tyrol, Switzerland, etc.) reported to the Austrian Employment Service, AMS.

You can search for a particular position by selecting the requested employment form, place of work, commencement date of employment, occupational groups/occupations. This service is available to both registered and unregistered users.

**Note:** You can also register for the eJobRoom even when your place of residence is still outside Austria.

Registered users are additionally offered the following services:

- publishing of applications in the eJob-Room
- A dedicated mailbox exists for each created application where messages from interested enterprises are recorded. When an enterprise contacts the user, such registered user is then automatically notified via SMS or e-mail.
- use of the extended job vacancies listing (the eJob-Room vacancies)

The eJob-Room services are free of charge and are also available in English.

**More details are available at:**

<http://www.ams.at>

- **Career Information System** (BIS, Berufsinformationssystem)  
the largest online information database on professions and qualifications.

**More details are available at:**

<http://www.ams.at/bis/>

- Occupation related lexica:  
More information about professions (job profiles, requirements, training opportunities, career opportunities, employment forms, etc.)

**More details are available at:**

[http://www.beruflexikon.at/index.php?from=/le\\_start.php](http://www.beruflexikon.at/index.php?from=/le_start.php) (apprenticeships)

[http://www.beruflexikon.at/index.php?from=/ak\\_start.php](http://www.beruflexikon.at/index.php?from=/ak_start.php)

(professions after university graduation)

[http://www.beruflexikon.at/index.php?from=/bhs\\_start.php](http://www.beruflexikon.at/index.php?from=/bhs_start.php)

(professions after graduation from vocational schools)

[http://www.beruflexikon.at/index.php?from=/sonstige\\_start.php](http://www.beruflexikon.at/index.php?from=/sonstige_start.php)

(other professions)

- **Qualifications Barometer:**  
information about qualification trends and latest developments on the labour market

**More details are available at:**

[http://www.ams.or.at/neu/10669\\_12699.htm](http://www.ams.or.at/neu/10669_12699.htm)

- **Further Education Database:**  
assistance when looking for suitable training opportunities and details about course providers as well as prerequisites

**More details are available at:**

<http://www.ams.at/neu/11049.htm>

- **Application Tips:**  
interactive application training, application coach on the internet (step-by-step assistance drafting applications, practice folder for job seekers (provides tips and tricks regarding job hunting))

**More details are available at:**

[http://www.ams.at/neu/10669\\_11053.htm](http://www.ams.at/neu/10669_11053.htm)

- **www.arbeitszimmer.cc:**  
platform for young people who want to exchange tips and tricks regarding profession, study course, school selection

**More details are available at:**

<http://www.arbeitszimmer.cc>

➔ **Occupational Compass:**

questionnaire regarding profession choice; after filling in you will receive online evaluation and interests profile

**More details are available at:**

<http://www.ams.at/neu/11103.htm>

➔ **Your Choice:**

information about training and professions for young people and young adults

**More details are available at:**

<http://www.yourchoiceinfo.at>

➔ **Career information centres (BIZ):**

BIZ at various locations in Austria offer information about professional and training possibilities, job opportunities, tips and tricks regarding profession choice; comprehensive brochure selection and occupation videos as well as personalised assistance free of charge.

**More details are available at:**

<http://www.ams.at/neu/11046.htm?parent=11046>

**Addresses:**

<b>Austrian Employment Service (AMS) of Burgenland</b> Permayerstr. 10 A-7001 Eisenstadt Tel.: +43 268 26 92-0 Fax: +43 268 26 92-990 E-Mail: <a href="mailto:sfa.burgenland@ams.at">sfa.burgenland@ams.at</a>	<b>Austrian Employment Service (AMS) of Carinthia</b> Rudolfsbahngürtel 42 A-9021 Klagenfurt Tel.: +43 463 38 31-0 Fax: +43 463 38 31-190 e-mail: <a href="mailto:ams.kaernten@ams.at">ams.kaernten@ams.at</a>
<b>Austrian Employment Service (AMS) of Lower Austria</b> Hohenstaufengasse 2 A-1013 Vienna Tel.: +43 1 531 36-0 Fax: +43 1 531 36-177 e-mail: <a href="mailto:ams.niederoesterreich@ams.at">ams.niederoesterreich@ams.at</a>	<b>Austrian Employment Service (AMS) of Upper Austria</b> Europaplatz 9 A-4021 Linz Tel.: +43 732 69 63-0 Fax: +43 732 69 63-205 90 e-mail: <a href="mailto:ams.oberoesterreich@ams.at">ams.oberoesterreich@ams.at</a>
<b>Austrian Employment Service (AMS) of Salzburg</b> Auerspergstr. 67a A-5020 Salzburg Tel.: +43 662 88 83-0 Fax: +43 662 88 83-70 90 e-mail: <a href="mailto:ams.salzburg@ams.at">ams.salzburg@ams.at</a>	<b>Austrian Employment Service (AMS) of Styria</b> Babenbergerstr. 33 A-8020 Graz Tel.: +43 316 70 81-0 Fax: +43 316 70 81-190 e-mail: <a href="mailto:ams.steiermark@ams.at">ams.steiermark@ams.at</a>
<b>Austrian Employment Service (AMS) of Tyrol</b> Andreas-Hofer Str. 44 A-6020 Innsbruck Tel.: +43 512 58 46 64 Fax: +43 512 58 46 64-190 e-mail: <a href="mailto:ams.tirol@ams.at">ams.tirol@ams.at</a>	<b>Austrian Employment Service (AMS) of Vorarlberg</b> Rheinstr. 33 A-6901 Bregenz Tel.: +43 557 46 91-0 Fax: +43 557 46 91 801 60 e-mail: <a href="mailto:ams.vorarlberg@ams.at">ams.vorarlberg@ams.at</a>

<b>Austrian Employment Service (AMS) of Vienna</b> Landstraßer Hauptstr. 55–57 A-1030 Vienna Tel.: +43 1 878 71 Fax: +43 1 878 71-504 90 e-mail: <a href="mailto:ams.Vienna@ams.at">ams.Vienna@ams.at</a>	<b>Head office of the Austrian Public Employment Service</b> Treustraße 35–43 A-1200 Vienna Tel.: +43 1 331 78-0 Fax: +43 1 331 78-130 e-mail: <a href="mailto:ams.oesterreich@ams.at">ams.oesterreich@ams.at</a>
<b>Interalpine border region (Upper Austria, Salzburg, Tyrol and Bavaria)</b> <a href="http://www.eures-interalp.com/">http://www.eures-interalp.com/</a>	<b>Trans-Tyrolean border region (Tyrol, South Tyrol and Graubünden, Switzerland)</b> <a href="http://www.eures-transtirolia.eu/">http://www.eures-transtirolia.eu/</a>
<b>Bodensee border region (Vorarlberg, Bavaria, Switzerland)</b> <a href="http://www.jobs-ohne-grenzen.org/">http://www.jobs-ohne-grenzen.org/</a>	

### 6.3 Daily Newspapers

Most job vacancies can be found in the weekend editions.

Newspaper	Address
Die Wiener Zeitung	<a href="http://www.wienerzeitung.at">http://www.wienerzeitung.at</a>
Die Presse	<a href="http://www.diepresse.com">http://www.diepresse.com</a>
Der Kurier	<a href="http://www.kurier.at">http://www.kurier.at</a>
Oberösterreichische Nachrichten	<a href="http://www.nachrichten.at">http://www.nachrichten.at</a>
Der Standard	<a href="http://derstandard.at/karriere">http://derstandard.at/karriere</a>
Salzburger Nachrichten	<a href="http://www.salzburg.com/service/3562.htm">http://www.salzburg.com/service/3562.htm</a>
Kleine Zeitung	<a href="http://www.kleine.at">http://www.kleine.at</a>
Vorarlberger Nachrichten	<a href="http://www.vn.vol.at/">http://www.vn.vol.at/</a>
Kronen Zeitung	<a href="http://www.krone.at">http://www.krone.at</a>
Tiroler Tageszeitung	<a href="http://www.tirol.com/">http://www.tirol.com/</a>

**More details are available at:**

[http://www.ams.at/neu/968\\_3421.htm#Zeitungen](http://www.ams.at/neu/968_3421.htm#Zeitungen) (job vacancies in newspapers)

### 6.4 Private Recruitment Agencies

The role of private requirement agencies is growing. Primarily highly qualified positions are nearly exclusively offered on the market through HR consulting companies and agencies. The Austrian Employment Service cooperates with a large number of these agencies. At the AMS website you can also find links to the job-exchanges (Jobbörsen) of many large companies.

**More details are available at:**

<http://www.ams.at> (useful links)

[http://www.ams.at/neu/968\\_3421.htm#Jobs%20über%20private%20Personal-/Arbeitsvermittler](http://www.ams.at/neu/968_3421.htm#Jobs%20über%20private%20Personal-/Arbeitsvermittler) (private recruitment agencies)

[http://www.ams.at/neu/968\\_3421.htm#Jobbörsen](http://www.ams.at/neu/968_3421.htm#Jobbörsen) (job-exchanges in general)

[http://www.ams.at/neu/968\\_3421.htm#Firmen](http://www.ams.at/neu/968_3421.htm#Firmen) (corporate job-exchanges)

## 6.5 “Hidden” Labour Market

Some of the job vacancies or newspaper job ads never reach the offices of the Austrian Employment Service (AMS). Therefore, it may prove worthwhile to send unsolicited letters (i.e. without any reference to a specific job advertisement) to potentially interesting employers.

### More details are available at:

<http://www.herold.at> (yellow pages)

[http://www.ams.at/neu/968\\_3421.htm#Telefon-/Branchenverzeichnisse](http://www.ams.at/neu/968_3421.htm#Telefon-/Branchenverzeichnisse)

(Links to industry and commerce directories)

It is recommended to ask your neighbours, relatives, friends, acquaintances whether they know about any vacant positions.

## 6.6 Au Pair

Young people from abroad may work in Austria as an au pair for a specified period of time. Au pairs are accepted in the host family as a family member and are integrated into everyday family life. In return the family expects the au-pair to help with childcare and light housework. In addition to working in the household and performing childcare, the au pair can attend a language school or another course.

Essential prerequisites for working as an au pair are as follows:

- age of 18 to 28 years
- prior childcare experience as well as enjoying working with children
- readiness to adjust to other cultures and different lifestyles
- 2–3 evenings per week of babysitting
- minimum skills in German (school level or one semester studies or language course; certificates are to be furnished)
- an authorised agency will be involved in case of referral
- no au-pair stay in Austria in the last five years
- the au-pair has no criminal record

The remuneration follows the minimum wage tariff for people employed in the household of the respective province.

Most **au pair agencies** assist au pairs with **formalities prior** to the au pair assignment (selection of host family, travel etc.) as well as during their **assignment** (contact in case of problems, organization of periodic au pair meetings etc.)

Au pairs from the “new” EU accession states enjoy freedom of establishment and do not require a residence permit, however the host family must obtain a confirmation authorising au-pair employment (Anzeigebestätigung) from the Austrian Employment Service (AMS) ([http://www.ams.at/neu/6667\\_6789.htm](http://www.ams.at/neu/6667_6789.htm)). For a stay exceeding three months a “registration certificate” (Anmeldebescheinigung) must be obtained from the residence authorities (district administrative authority (Bezirkshauptmannschaft) or the competent municipal authority (Magistrat).

### More details are available at:

[http://www.ams.at/neu/1132\\_1464.htm](http://www.ams.at/neu/1132_1464.htm) (Informationen des AMS)

[http://www.ams.at/neu/Kopie\\_von\\_Infoblatt\\_Au-pair.pdf](http://www.ams.at/neu/Kopie_von_Infoblatt_Au-pair.pdf)

(info leaflet of the Federal Ministry of Economics and Labour)

<http://www.ams.at/neu/1136.htm?parent=1136> (authorised agencies)

Contact the Austrian Employment Service (AMS) or any of AMS regional offices to obtain additional information about working as an au pair for citizens of non-EU/EEA countries (a special residence permit is required).

Au-pairs have no access to the regular labour market.

## 6.7 Seasonal Workers

The demand for seasonal workers is especially concentrated in the area of tourism as well as agriculture and forestry and can only be partially met by the Austrian workforce. There is especially a recurrent need for harvesters (e.g. grape harvesting) from spring to autumn in the Eastern regions of Austria (Lower Austria, Upper Austria, Burgenland and Vienna) which are predominantly characterized by intensive land cultivation. Skilled workers (skilled restaurant workers, cooks) as well as auxiliary workers (kitchen help, cleaning staff, housekeeping staff, waitress help, bartenders etc.) are especially sought after in the winter sport regions of Western Austria from November to March, and in all tourist regions throughout Austria from May to October.

In the area of tourism, special **labour laws provisions** are effective (e.g. specific working time during the week or month, respective regulations concerning rest breaks, days off.)

Information on your rights and obligations as an employee should be obtained from the Chamber of Labour and trade unions prior to starting a new job.

### More details are available at:

<http://www.ams.at> (Austrian Employment Service (AMS) – seasonal job vacancies)

[http://www.ams.at/neu/1132\\_1488.htm](http://www.ams.at/neu/1132_1488.htm) (employment permit for seasonal workers)

<http://www.oegb.at> (Austrian Employment Service (ÖGB))

<http://www.arbeiterkammer.at> (Austrian Chamber of Labour)

## 6.8 Transitional Applications Applying to New EU citizens on the Austrian Labour Market

EU citizens from the “new“ EU member countries (Bulgaria, Estonia, Latvia, Lithuania, Poland, Romania, the Czech Republic, Slovakia, Slovenia and Hungary) shall only have free access to the Austrian labour market subject to the fulfilment of specific conditions; these transitional provisions applicable to EU citizens from the new EU member states shall be in effect until 2011 respectively 2013!

**Please note!** No restrictions on the Austrian labour market apply to EU citizens from the new accession countries of Malta and Cyprus.

Citizen of new EU member states with no free access to Austrian labour market require a permit according to the Alien Employment Law (Ausländerbeschäftigungsgesetz).

**Please note!** Special regulations apply to skilled and qualified turners, cutters and welders which are preliminarily valid until the end of December 2007.

### More details are available at:

[http://www.ams.at/neu/1132\\_13758.htm](http://www.ams.at/neu/1132_13758.htm)

When a citizen of one of the new member states wants to work in Austria

- ➔ and has not yet found a job, the Austrian Employment Service website (AMS website) is available to them;
- ➔ and have already found a job, their employer must apply to the Austrian Employment Service for an employment permit (Beschäftigungsbewilligung).

This employment permit will, however, only be granted if:

- applicable salary and working conditions are adhered to
- no other qualified candidate (i.e. an Austrian national or another EU national) is available to fill the position.
- employees and employers – or their designated representative bodies – mutually agree on employment.

**Please note:** Specific labour market access regulations are valid for persons with key qualifications as well as seasonal workers.

**New EU citizens** able to furnish an AuMS confirmation of their free access to the labour market (“freedom of movement confirmation”) may be employed without an employment permit (Beschäftigungsbewilligung); i.e. they are entitled to free job selection in Austria.

**Such confirmation is to be provided to new EU citizens** who as of 1st of May 2004 (or 1st of January 2007) or from a later point have already been **legally employed in Austria for an uninterrupted period of at least 12 months** i.e. are in possession of an employment permit (Beschäftigungsbewilligung), a work permit (Arbeiterlaubnis), a certificate of exemption (Befreiungsschein) or a certificate of residence (Niederlassungsnachweis).

The following **also applies to family members** (spouse, children up to the age of 21; irrespective of their citizenship) of such new EU citizens **already enjoying freedom of movement and having a legally valid, joint residence in Austria with such new EU citizen:**

These persons are entitled to such confirmation from the very first day of their stay in Austria simply on the grounds of their being a family member of a new EU citizen enjoying freedom of establishment. For family members of Romanian and Bulgarian citizens who move to Austria after the 1st of January 2007 this right is only deemed applicable after a period of 18 months.

Family members able to furnish an AMS confirmation of their free access to labour market, may be employed without the employment permit (Beschäftigungsbewilligung); i.e. they are entitled to free job selection in Austria.

Hungarian and Czech labour enjoy additional quotas due to regular commuting of Austrians and Hungarians respectively Austrians and Czechs across borders, as well as trainee agreements.

**More details are available at:**

<http://www.ams.at>

[http://www.ams.at/neu/NeueEU-Buerger\\_HU.pdf](http://www.ams.at/neu/NeueEU-Buerger_HU.pdf) (Info/Hungarian)

[http://www.ams.at/neu/NeueEU-Buerger\\_CZ.pdf](http://www.ams.at/neu/NeueEU-Buerger_CZ.pdf) (Info/Czech)

[http://www.ams.at/neu/NeueEU-Buerger\\_SV.pdf](http://www.ams.at/neu/NeueEU-Buerger_SV.pdf) (Info/Slovenian)

[http://www.ams.at/neu/NeueEU-Buerger\\_SK.pdf](http://www.ams.at/neu/NeueEU-Buerger_SK.pdf) (Info/Slovak)

[http://www.ams.at/neu/NeueEU-Buerger\\_PL.pdf](http://www.ams.at/neu/NeueEU-Buerger_PL.pdf) (Info/Polish).

[http://www.ams.at/neu/NeueEU-Buerger\\_BU.pdf](http://www.ams.at/neu/NeueEU-Buerger_BU.pdf) (Info/Bulgarian)

[http://www.ams.at/neu/NeueEU-Buerger\\_RO.pdf](http://www.ams.at/neu/NeueEU-Buerger_RO.pdf) (Info/Romanian)

## 6.9 Applications

Letters of application and curriculum vitae should be drafted in German, unless the job vacancy advertisement specifically requests that application documents be prepared in another language.

If you have made any arrangements – irrespective of whether on the phone or in person – for a job interview, you should bring your CV, diplomas and work certificates to the appointment.

Contact the Austrian Employment Service website (“Application Coach” at [http://www.ams.at/neu/10669\\_11053.htm](http://www.ams.at/neu/10669_11053.htm)) if you need any assistance drafting your application. There are numerous books and brochures available in bookstores covering this topic.

**A complete application includes:**

- a letter of application
- a resume (Curriculum Vitae)
- certificates Maturazeugnis [A-levels, baccalaureate, recommendation certificates, course certificates or confirmation of attendance of important technical courses and seminars)
- passport photo

**Pre-printed personal data forms:** If there are “sensitive” areas in your Curriculum Vitae (e.g. a previous criminal conviction), it is recommended that these spaces be left blank. In the section on desired salary, indicate “negotiable” (Nach Vereinbarung). It is common to enclose a CV to the personal data form.

### 6.9.1 Letter of Application

- Name and title of your point of contact is to be specified (e.g. Dear Dr Müller);
- State reference to previous telephone conversations
- Highlight two or three of your best assets (professional experience, professional and personal qualifications, motivation, commitment). Indicate why you are the ideal candidate for this position
- Request a personal interview.

#### Layout of a Letter of Application:

(Your address, telephone number, mobile phone number and e-mail address, if applicable)	
(Company address)	Date
(Subject of the letter)	
(Salutation, e.g. Dear Sir/Madam)	
(Reference to job advertisement or a telephone call)	
(Your assets: Why you are the “ideal candidate” for this position)	
(Emphasize your work commitment and motivation)	
(Request a personal interview)	
Yours sincerely,	
(Signature)	
(Enclosures)	

### 6.9.2 Resume (Curriculum Vitae)

Your resume should be clear, brief and concise and present the key facts (maximum of two DIN A4 pages, or even better a maximum of one DIN A4 pages).

#### Gaps in your resume

Employment gaps of up to three months can be skipped. They count as “normal” changeover periods. Longer gaps should be stated. However keep the appropriate formulation in mind; phrases such as “unemployed” should always be avoided. Wording such as job seeking, stay abroad (courses, training) have more positive effects.

Nowadays, it is common practice to not specify the individual periods of employment in terms of exact dates (months). It is more common to specify years. This usually eliminates the need to search for “gap-fillers”.

#### Indicating employment periods:

This list should be chronological starting with the first or the last employment. Education and training should be listed in the same chronological order.

## Resume Layout:

Resume (Curriculum Vitae)	
Address, telephone number, mobile phone number, e-mail address	
<b>Personal data</b>	
Name: John Smith	
Date of birth: 24 <sup>th</sup> of September 1957	
Place of birth: Kitzbühel, Austria	
Marital status: married, two children	
Citizenship: German	
<b>Education</b>	
19.. – 19..	grammar school in Kitzbühel
19.. – 19..	secondary school, Strassergasse 7, 1170 Vienna
19.. – 19..	AHS (higher academic secondary school) in Eisenstadt, Müllergasse 2 graduated with Matura (secondary school-leaving examination)
19..-	civilian national service in Vienna (ambulance service)
<b>Additional professional training</b>	
19..	2 semester evening course at WIFI Innsbruck “Application Software Engineering Training” completed with honours
<b>Professional experience</b>	
19.. – 19..	Deutsche Philips Industrie GesmbH. Hamburg, Trainee program; communications technician
19.. – 20..	IBM-Hamburg head of the Communications Technology department
<b>Special skills</b>	
Foreign language skills:	oral and written skills in English and French
EDP:	Windows, Excel, WinWord C++, Java
(Date)	(Signature)

### More details are available at:

<http://europass.cedefop.europa.eu/> (European CV)

<http://www.ams.at> (Austrian Employment Service (AMS) under the topic “Application Coach”)

## 7. TERMS AND CONDITIONS OF EMPLOYMENT

### 7.1 Labour Law – Overview

Austrian labour law covers the rights and obligations of employees. This includes amongst others the following acts and legal stipulations:

- Salaried Employees Act (Angestelltengesetz)
- Labour Relations Act (Arbeitsverfassungsgesetz)
- Employees Severance Pay Act (ArbeiterInnenabfertigungsgesetz)
- Employment Safeguarding Act (Arbeitsplatzsicherungsgesetz)
- Alien Employment Act (Ausländerbeschäftigungsgesetz)
- Act on Continued Payment of Wages and Salaries (Entgeltfortzahlungsgesetz)
- Equal Treatment Act (Gleichbehandlungsgesetz)
- Maternity Protection Act (Mutterschutzgesetz)
- Vacation Act (Urlaubsgesetz)
- employee protection
- Working Hours Act (Arbeitszeitgesetz)
- Women's Night-Work Act (Frauennachtarbeitsgesetz)

More details are available at:

<http://www.arbeiterkammer.at> (Austrian Chambers of Labour: Work & Law)

### 7.2 Employees Representations

#### 7.2.1 Chamber of Labour and Austrian Trade Unions

Employees are automatically members of the Chamber of Labour which provides them with legal representation if necessary. There is also the possibility of joining a trade union.

The Chamber of Labours as well as Austrian trade unions are independent and democratic institutions which represent the social, economic, professional and cultural interests of employees in Austria. They are independent democratic institutions:

Services offered by the Chamber of Labour and trade unions include amongst others:

- defence and recovery representation at a labour and social court (Arbeits- und Sozialgericht)
- legal consultation and representation
- women and family-related issues
  - protection of apprentices and young workers
  - unemployment
  - social security (retirement matters)
  - wage and salary tax matters
- Basic protection and consultation in the areas of:
  - employee protection
  - environmental protection
  - consumer protection

The Chamber of Labour and trade unions are part of the so-called economic and social partnership and negotiate issues with the Austrian Federal and Provincial Chambers of Labour such as:

- remuneration and prices
- assisting the government in drafting legislation and factual issues which fall under the responsibility of social interest groups.

All trade unions (trade unions of different branches such as the Austrian trade union for private employees) are part of the Austrian Employment Service (Österreichischen Gewerkschaftsbund (ÖGB)), the Austrian Federation of Chambers of Labour (Arbeiterkammer Österreich) is the umbrella organization which incorporates all Austrian Chambers of Labour.

**More details are available at:**

<http://www.arbeiterkammer.at>

<http://www.oegb.at>

## 7.2.2 Works Council

Employees are represented in the enterprise by works councils. The works council is the central representative body of the company's staff. The works council represents the staff in contact with the company owner/employer. Works council members have for instance a right of co-determination regarding amongst others recruitment, termination and dismissal of employees.

**More details are available at:**

<http://www.arbeiterkammer.at>

## 7.3 Employment Relations

Austrian labour law distinguishes between the following forms of employment:

- Employment contract (Arbeitsvertrag):  
concluded between an employer and an employee.
- Independent service or works contract (freier Dienstvertrag or freier Arbeitsvertrag):  
An independent service or works contract is concluded between a customer and an independent contractor;
- Quasi-employment contract (arbeitnehmerähnliches Beschäftigungsverhältnis):  
Includes both 'new self-employed' persons (Neue Selbständige) and those employed on the basis of a work contract (WerkvertragsnehmerInnen), who require a trade license.

**More details are available at:**

<http://www.arbeiterkammer.at/www-192-IP-839.html>

### 7.3.1 Employment Contract and Position Specifications Statement

An employment contract (**Arbeitsvertrag**) is defined as a binding arrangement whereby one person undertakes to perform work for another person. The conclusion of an employment contract is in principle not subject to any form requirements. The employment contract may be concluded in writing, by oral agreement or conclusive action (e.g. taking up the position followed by subsequent remuneration).

When no written employment contract is concluded, the employer is to pass on a written record of major rights and obligations arising from this employment agreement to the employee, the so-called position specification statement (Dienstzettel) immediately after the commencement of the employment. The position specifications statement is free of charge and serves as an evidence certificate.

The following points are to be included in a position specification statement:

- name and address of the employer
- name and address of the employee
- the date of the employment commencement
- in the case of an employment contract concluded for a fixed term:  
the termination date of the employment
- employment termination notice period and date of termination
- usual place of work
- any classification of the position in a general scheme
- foreseen duties and responsibilities

- starting remuneration:
  - base salary or wages
  - additional remuneration components (e.g. special payment)
- due dates of the remuneration
- annual vacation entitlements
- agreed normal daily and weekly working hours
- specification of any collective agreement or any other company-specific agreements applicable to the employment contract.

Apprenticeship contracts (Lehrverträge) must be concluded in writing!

**More details are available at:**

<http://www.arbeiterkammer.at/www-49.html>

### 7.3.1.1 Working Hours and Vacation Entitlements

According to law, normal working hours (Normalarbeitszeit) are:

- a working day of 8 hours (within a 24-hour period)
- a weekly working time of 40 hours (working period from Monday to Sunday)

Collective bargaining agreements have shortened the working week in many branches of business. . A surcharge of 50 percent or compensatory time off is applicable for overtime work.

If the working time exceeds six hours, it must be interrupted by a break of at least half an hour. This break is unpaid and is not included in the working hours.

Other working hours arrangements are possible: minimum income employment, part-time employment, seasonal employment etc.).

Workers are granted a **vacation entitlement** (Urlaubsanspruch) for at least 5 weeks (= 25 working days) per year; this also applies to minimum income employees and part-time employees. In addition to the regular salary an employee in Austria is additionally paid a vacation bonus (so-called 13<sup>th</sup> monthly salary) and a Christmas bonus (so-called 14<sup>th</sup> salary), each amounting to a full monthly salary; these bonus payments are however subject to lower taxes.

**More details are available at:**

<http://wien.arbeiterkammer.at/www-397-IP-855.html> (working hours)

<http://wien.arbeiterkammer.at/www-1544.html> (vacation)

### 7.3.1.2 Termination

Every employee who has concluded an employment contract or has a position specifications statement is in principle protected by Austrian labour law through the **termination notice deadlines**.

The following termination deadlines are applicable:

**Termination by the employer:**

for **salaried employees**: the Salaried Employees Act regulates the minimum termination deadlines. For **waged employees**: 2 weeks pursuant to the Austrian Civil Code; however, longer notice periods for the most part, but in some cases shorter ones, have been agreed by virtue of collective bargaining agreements, company arrangements, etc.

**Termination by the employee:**

for salaried employees: one month (at the end of the month)

for **waged employees**: 2 weeks (Austrian Civil Code) or as regulated by the respective collective bargaining agreement

**More details are available at:**

<http://Vienna.arbeiterkammer.at/www-1544.html>

### 7.3.2 Independent Service or Works Contract

This type of employment (freier Arbeitsvertrag respectively freier Dienstvertrag) is characterized as follows:

- ➔ a contract for the performance of a continuing obligation concluded by and between the employer and the independent contractor is in force over the contractually stipulated period
- ➔ lower personal dependence
- ➔ contractor is not obliged to follow instructions given by the employer
- ➔ workflows can be regulated independently and can be modified at any time
- ➔ the basic resources for carrying out the work will be provided by the employer
- ➔ remuneration is based on time worked, rather than performance or delivery of work.

**Note:** independent employed contractors enjoy only limited labour law protection. The stipulations of the Austrian Civil Code (ABGB) covering the termination of the employment relationship apply to the independent service or works contract.

Without an appropriate agreement between the employer and the independent contractor there is however **no** legal entitlement to salaries as regulated by collective agreements, special benefits, severance pay, vacation, a release from performance obligation and protection against dismissal.

Independent contractors with a monthly remuneration exceeding the minimum salary limit (in 2007: € 341.33) have to be registered with the responsible regional health insurance fund. They thus enjoy accident, health and pension insurance, and from 2008 **unemployment insurance**.

The employer must take out accident insurance for any **persons receiving remuneration below the legally stipulated limit** (of € 341.16 in 2007). Voluntary health and pension insurance are possible; any person receiving remuneration below the aforesaid limit have to apply themselves at the competent regional health insurance fund.

**More details are available at:**

<http://Vienna.arbeiterkammer.at/www-397-IP-841-AD-839.html>

### 7.3.3 Contract for Work and Labour

Pursuant to the Austrian General Civil Code (Allgemeines Bürgerliches Gesetzbuch (ABGB)), in a **contract for work and labour** (Werkvertrag), a contractor undertakes to carry out a particular service or work and the customer promises to pay for the service or work. In contrast to the employment contract, in the contract for work and labour the result of the services rendered is decisive. The contractor is responsible for successfully performing the services (i.e. the specified service) or achieving a specific result.

New self-employed persons (so called “new freelancers”) perform any type of commercial services not requiring a business license (Gewerbeschein).

Basically the major characteristics of the “new” free-lancers and contractors performing a contract for work and labour who have a business license are practically the same. These include:

- ➔ personal and economic independence from the customer
- ➔ no obligation to perform the work or service personally (sub-contracting is allowed)
- ➔ a contractor is not subject to instructions from the customer when executing the contract
- ➔ the contractor has appropriate means available (an office, working materials etc.)

The contract for work and labour is deemed fulfilled with the performance of the contractual services. The completion of the agreed services and/or achievement of the result are deemed as automatic satisfaction of the obligation.

New self-employed persons are required to report their activities to the Social Security Institution for Trade and Industry (Sozialversicherung der Gewerblichen Wirtschaft, SVA) if:

- ➔ their yearly earnings exceed € 6,453.36
- ➔ they additionally have concluded another employment contract or contract for work and labour and the gross annual income exceeds the amount of € 4,093.92 in the year 2007.
- ➔ The insurance limits do not apply in case of additional freelance contract requiring compulsory insurance with the Social Security Institution for Trade and Industry (Sozialversicherungsanstalt der Gewerblichen Wirtschaft), for instance as a businessperson.

New self-employed persons/freelancers enjoy health, pension and accident insurance.

**More details are available at:**

<http://wien.arbeiterkammer.at/www-397-IP-842-AD-839.html> (contract for work and labour)

**General Employment Terms & Conditions Information:**

<http://www.arbeiterkammer.at>

<http://www.oegb.at>

<http://www.sozialversicherung.at>

<http://www.help.gv.at/Content.Node/88/Seite.880003.html> (independent employed contractors)

**Addresses:**

<p><b>Chamber of Labour (AK) of Burgenland</b>            Wiener Straße 7            A-7000 Eisenstadt            Tel: +43 2682 740-0            Fax: +43 2682 740-40            e-mail: <a href="mailto:akbgld@akbgld.at">akbgld@akbgld.at</a>            Internet: <a href="http://www.akbgld.at">http://www.akbgld.at</a></p>	<p><b>Chamber of Labour (AK) of Carinthia</b>            Bahnhofplatz 3            A-9021 Klagenfurt            Tel: +43 (0)50 477-04            Fax: +43 (0)50 477-2400            e-mail: <a href="mailto:arbeiterkammer@akktn.at">arbeiterkammer@akktn.at</a>            Internet: <a href="http://kaernten.arbeiterkammer.at">http://kaernten.arbeiterkammer.at</a></p>
<p><b>Chamber of Labour (AK) of Lower Austria</b>            Windmühlgasse 28            A-1061 Vienna            Tel: +43 1 588 83-0            Fax: +43 1 588 83-15 55            e-mail: <a href="mailto:mailbox@aknoe.at">mailbox@aknoe.at</a>            Internet: <a href="http://noe.arbeiterkammer.at">http://noe.arbeiterkammer.at</a></p>	<p><b>Chamber of Labour (AK) of Upper Austria</b>            Volksgartenstraße 40 (Gruberstr. 40-42)            A-4020 Linz            Tel: +43 732 69 06-0            Fax: +43 732 69 06-28 60            e-mail: <a href="mailto:info@akooe.at">info@akooe.at</a>            Internet: <a href="http://www.arbeiterkammer.com">http://www.arbeiterkammer.com</a></p>
<p><b>Chamber of Labour (AK) of Salzburg</b>            Markus-Sittikus-Straße 10            A-5020 Salzburg            Tel: +43 662 86 87-0            Fax: +43 662 87 62 58            e-mail: <a href="mailto:kontakt@ak-sbg.at">kontakt@ak-sbg.at</a>            Internet: <a href="http://www.ak-salzburg.at">http://www.ak-salzburg.at</a></p>	<p><b>Chamber of Labour (AK) of Styria</b>            Hans Resel Gasse 8–14            A-8020 Graz            Tel: +43 (0)5 77 99-0            Fax: +43 (0)5 77 99-23 87            e-mail: <a href="mailto:info@akstmk.at">info@akstmk.at</a>            Internet: <a href="http://www.akstmk.at">http://www.akstmk.at</a></p>
<p><b>Chamber of Labour (AK) of Tyrol</b>            Maximilianstraße 7            A-6010 Innsbruck            AK-line: 0800/22 55 22            Tel: +43 512 53 40-0            Fax: +43 512 53 40-12 08            e-mail: <a href="mailto:ak@tirol.com">ak@tirol.com</a>            Internet: <a href="http://www.ak-tirol.at">http://www.ak-tirol.at</a></p>	<p><b>Chamber of Labour (AK) of Vorarlberg</b>            Widnau 2–4            A-6800 Feldkirch            Tel: +43 5522 306-0            Fax: +43 5522 306-10 01            e-mail: : <a href="mailto:mailbox@ak-vorarlberg.at">mailbox@ak-vorarlberg.at</a>            Internet: <a href="http://vbg.arbeiterkammer.at">http://vbg.arbeiterkammer.at</a></p>

<p><b>Chamber of Labour (AK) of Vienna</b>  Prinz-Eugen-Straße 20–22  A-1040 Vienna  Tel: +43 1 501 65-0  Fax: +43 1 501 65-22 30  e-mail: <a href="mailto:akmailbox@akVienna.at">akmailbox@akVienna.at</a>  Internet: <a href="http://Vienna.arbeiterkammer.at">http://Vienna.arbeiterkammer.at</a></p>	<p><b>Austrian Chamber of Labour (AK)</b>  Prinz-Eugen-Straße 20–22  A-1040 Vienna  Tel: +43 1 501 65-0  Fax: +43 1 501 65-22 30  e-mail: <a href="mailto:akmailbox@akVienna.at">akmailbox@akVienna.at</a>  Internet: <a href="http://www.arbeiterkammer.at">http://www.arbeiterkammer.at</a></p>
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## 7.4 Educational Leave and Sabbaticals

### Information available at:

<http://www.arbeiterkammer.at>

## 7.5 Family Hospice Leave

Employees are entitled to care for terminally ill family members as well as their severely ill children living in the same household for a fixed period (three to six months).

### More details are available at:

[http://www.sozialversicherung.at/esvapps/page/page.jsp?p\\_pageid=110&p\\_id=5&p\\_menuid=511&pub\\_id=3952](http://www.sozialversicherung.at/esvapps/page/page.jsp?p_pageid=110&p_id=5&p_menuid=511&pub_id=3952)

<http://www.help.gv.at/Content.Node/44/Seite.440300.html>

## 8. LIVING WITH CHILDREN

### 8.1 Maternity Protection Act

As a rule, pregnant working mothers are entitled to maternity leave which starts eight weeks prior to delivery and lasts eight to sixteen weeks after delivery (absolute ban on employment during this period).

Upon confirmation of pregnancy, you should immediately inform your employer. Starting with the point of advising your employer of the pregnancy you are **protected against dismissal and termination**. During the compulsory maternity protection period and during parental leave (see 8.2), **dismissal** is only possible in **exceptional cases** (i.e. closure of a firm) and under court approval.

Health-insured employees generally receive a maternity **weekly maternity allowance** (Wochengeld) during the compulsory maternity protection period under certain circumstances.

**More details are available at:**

<http://www.help.gv.at/Content.Node/8/Seite.080000.html>  
(maternity weekly maternity allowance)

Furthermore, for female employees who are **not self-employed** their contractual employment remains upheld during their compulsory maternity protection period.

The **amount of the weekly maternity allowance** is calculated on the basis of the average daily net income of the employee during the full three calendar months directly preceding the start of compulsory maternity protection period plus all special benefits. If however, you receive childcare allowance, unemployment benefit or social welfare, the weekly maternity allowance will be differently calculated (please contact your competent health insurance institution for more information).

The following documents are to be submitted:

- completed application form
- work certificate and remuneration statement for the weekly maternity allowance (can be obtained from your health insurance institution)
- doctor's certificate stating the anticipated date of birth.
- "Notification of benefit entitlement (Mitteilung über den Leistungsanspruch)" (a computer printout showing the beginning, the amount and the end of the benefit entitlement) which is required when directly before the beginning of the eight week protection period you have received unemployment benefit, social welfare or childcare allowance.

If you are employed with remuneration below the low-income limit or an independent contractor and have taken out personal pension and health insurance, you can apply for a weekly maternity allowance of € 7.42 (2007) per day.

**Competent authority:**

The health insurance institution (Krankenkasse)

**More details are available at:**

<http://www.help.gv.at/Content.Node/8/Seite.080002.html#Woche>

An entrepreneurial aid (Betriebshilfe) is foreseen for self-employed women running a business, i.e. replacement labour is provided for the business. Under certain circumstances they are also entitled to weekly maternity allowance.

Self-employed women who do not run a business (so-called new self-employed) are entitled to weekly maternity allowance.

Such weekly allowance will only be granted respectively such entrepreneurial aid will only be provided when the compulsory insurance with the competent health insurance fund remains in force. The weekly maternity allowance in this case amounts to € 24.37 per day (2007).

**Competent authority:** Social Security Institution for Trade and Industry (Sozialversicherungsanstalt der Gewerblichen Wirtschaft)

**More details are available at:**

<http://www.help.gv.at/Content.Node/293/Seite.2930000.html>  
(weekly maternity allowance, entrepreneurial aid)

At the beginning of pregnancy, you should receive a Mother-Child Pass (Mutter-Kind-Pass), to be used for recording medical check-ups of the mother and unborn child and subsequently for recording vaccinations and check-ups during infancy and early childhood stages. You can obtain your mother-child pass from your gynaecologist, your general practitioner, your district public health office, the specialized outpatient services of your district health insurance fund, the outpatient services of hospitals with maternity clinical departments or from pregnancy consultation offices.

The mother-child pass check-ups are a prerequisite for the receipt of the full childcare allowance (Kinderbetreuungsgeld).

**More details are available at:**

<http://www.help.gv.at/Content.Node/8/Seite.080000.html> (Mother-Child-Pass)

## 8.2 Childcare Allowance and Parental Leave

Please note! Comprehensive legal regulations are scheduled for 2008.

**More details are available at:**

<http://www.bmgfj.gv.at/cms/site/detail.htm?thema=CH0497&doc=CMS1151570425540>

Every child (also foster and adopted children) is eligible to receiving childcare allowance without any link to employment or mandatory insurance contributions.

The following **prerequisites** must be satisfied to receive the childcare allowance:

- common household with the child
- at least one of the parents living in the same household with the child is entitled to receive family allowance (Familienbeihilfe)
- centre of their life is in Austria
- legal residence in Austria
- Performance of the mother-child pass examinations – five during the pregnancy, five after giving birth, are to be evidenced by the 18<sup>th</sup> month after birth – otherwise only 50% of the child allowance will be granted starting with the 21<sup>st</sup> month after birth.

**Please note:**

Childcare allowance is granted only for the youngest child. If another child is born when receiving such allowance, the eligibility to this allowance for the older child (also applies to the other parent) ends with the birth of the younger one. Childcare allowance will then be paid for the newborn. The second birth is to be immediately reported to the competent health insurance institution (you are obliged to make this notification).

An **additional gross income** of up to 14,400 euros per year is permissible.

**Competent authority:** Health insurance institution (in Vienna: parental allowance district office)

The childcare allowance amounts to approx. 14.53 euros per day respectively approx. 436.00 euros per month.

The childcare allowance can be granted in principle up to the 30<sup>th</sup> month; should the childcare be performed by both parents (childcare sharing) up to the maximum of 36<sup>th</sup> month (mothers and fathers are allowed to receive childcare allowance up to twice in turns; i.e. maximum of three partial periods are permissible, whereby one period must be minimum three months long).

**More details are available at:**

[http://www.sozialversicherung.at/esvapps/page/page.jsp?p\\_pageid=110&p\\_id=4&p\\_menuid=675&pub\\_id=4093](http://www.sozialversicherung.at/esvapps/page/page.jsp?p_pageid=110&p_id=4&p_menuid=675&pub_id=4093)  
<http://www.help.gv.at/Content.Node/8/Seite.080600.html>  
<http://www.bmgfj.gv.at/cms/site/inhalte.htm?thema=CH0497>

**Childcare allowance supplement:**

Single parents and families with no or low income are entitled to a **childcare benefit supplement** (Zuschuss zum Kinderbetreuungsgeld).

**Please note:**

the childcare allowance supplement is to be understood as a form of a loan which must be paid back when certain income thresholds have been exceeded.

**More details are available at:**

<http://www.help.gv.at/Content.Node/8/Seite.080600.html>  
[http://www.bmgfj.gv.at/cms/site/attachments/2/4/7/CH0497/CMS1172567369047/antrag\\_auf\\_zuschuss\\_zum\\_kbg.pdf](http://www.bmgfj.gv.at/cms/site/attachments/2/4/7/CH0497/CMS1172567369047/antrag_auf_zuschuss_zum_kbg.pdf)

Recipients of childcare allowance and their children automatically enjoy the benefits of **health insurance**.

For births occurring after 1<sup>st</sup> of January 2002, during the period prior to or after receipt of the childcare allowance, **Arbeitslosengeld und Notstandshilfe** (unemployment benefits and social welfare) may be received. These benefits do not impair the entitlement to the childcare allowance as they generally lie under the additional income ceiling.

**More details are available at:**

<http://www.help.gv.at/Content.Node/8/Seite.080600.html>  
(unemployment benefits and social welfare)

**Eligibility prerequisites for EU/EUA citizens and Swiss citizens:**

The prerequisite of an entitlement to the childcare allowance is principally eligibility to receive family allowances (Familienbeihilfe) for a child.

The EEA directive 1408/71 applies to EU/EEA citizens. The member state where the parent is employed (employment state principle) is the overriding state responsible for payment of any family benefits (these include parental leave allowance and family allowance). In the country of residence, an equalization payment may be granted if family benefits are lower than in the country of employment.

In the case whereby both parents are employed in two different countries, the country of residence principle applies, thus, family benefits are granted in the country where the child permanently resides.

**More details are available at:**

<http://www.bmgfj.gv.at/cms/site/detail.htm?thema=CH0497&doc=CMS1058744029699>

### **Parental right to part-time work:**

This entitlement remains up to the 7th birthday of the child respectively their school entry under certain circumstances.

This is however, only possible if:

- ➔ the company has more than 20 employees.
- ➔ and the employment at the point of parental part-time work has lasted for a minimum of three years without any interruptions (including maternity protection and leave)

The terms (commencement, duration, extent and conditions) are to be agreed with your employer. If no agreement can be reached, a suite may be filed with the Labour and Social Court (Arbeits und Sozialgericht).

If there is no **entitlement to the parental part-time work** this can still be agreed with employers up to the 4<sup>th</sup> birthday of the child. If no agreement can be reached, a suit may be filed with the court.

### **More details are available at:**

<http://www.bmwa.gv.at/BMWA/Schwerpunkte/Arbeitsrecht/Arbeitsrecht/ElternKarenzTeilzeit/elternteilzeit.htm>

<http://www.help.gv.at/Content.Node/40/Seite.400200.html>

## **8.3 Family allowance (Familienbeihilfe)**

**EU/EEA and Swiss citizens** are only entitled to family allowance if they have been employed for at least one day in Austria.

Competent authority: fiscal office competent for your place of residence

Family allowances can be granted for children whose main residence is in Austria.

For:

- ➔ minors (up to 18 years of age)
- ➔ children who have come of age (e.g. students) and who are undergoing vocational training or continuing vocational education until their 26<sup>th</sup> birthday, as long as the total duration of their studies does not exceed the legally stipulated limit (except for compelling reasons)
- ➔ children who have come of age and who are physically or mentally disabled

Any income children may receive before their 18<sup>th</sup> birthday is disregarded. If the earnings of older children exceed a specific annual limit, the family allowance is forfeited. Apprentice's indemnifications are not taken into consideration.

The **family allowance amount** depends on the age of the child. **Child-related special tax allowances** and **supplements** are granted as of the second or further child, or one or more disabled children.

In a joint household, the parent who is the primary caregiver is entitled to receive the family allowance.

Family allowances are paid every two months.

**More details are available at:**

<http://www.help.gv.at/Content.Node/8/Seite.080700.html>

(family allowance/child-related special tax allowances)

<http://www.help.gv.at/Content.Node/8/Seite.080700.html> (multiple children tax allowance)

<http://www.bmgfj.gv.at/cms/site/inhalte.htm?thema=CH0492> (family allowance, etc.)

<http://www.bmgfj.gv.at/cms/site/detail.htm?thema=CH0492&doc=CMS1175005480407>

(family allowance for EU/EEA and Swiss citizens.)

## 9. TAXES

### 9.1 Income Tax and Employee Tax Assessment

Any person who maintains their principal residence in Austria is liable to pay taxes on all income derived from both foreign and domestic sources.

In order to avoid double taxation, Austria has concluded double-taxation agreements with all of its neighbouring countries and the EU/EEA countries. Taxes are paid in the country of principal residence, irrespective of the country in which the income has been earned.

In Austria, employers are principally responsible for remitting income tax to the fiscal authorities. Income taxes and social security contributions etc. of each employee derived from their employment are deducted at source by the employer and paid directly to the Austrian fiscal authorities or to the responsible social security institution. New self-employed/freelancers, self-employed/freelancers with a business license (Gewerbeschein) are responsible for payment of taxes and social security contributions themselves.

The Austrian income-tax system is based on progressive, staggered rates.

Tax rates on taxable annual income are calculated as follows:

Taxable annual income in € from 2005	Taxation rate (%)
0 – 10,000	0%
over 10,000 – 25,000	23.00%
over 25,000 – 51,000	33.50%
over 51,000	50%

#### Example:

Take the case of an employee whose annual gross income is 31,220.00 euros which corresponds to an assessment basis of 25,600 euros.

The taxes are calculated for the income exceeding 10,000.00 euros according to the following formulas:

Income	Income taxes in €
over 10,000.00 euros up to 25,000.00 euros	$\frac{(\text{Income} - 10.000) \times 5.750}{15.000}$
over 25,000.00 euros up to 51,000.00 euros	$\frac{(\text{Income} - 25.000) \times 11.335 + 5.750}{26.000}$
over 51,000.00 euros	$(\text{Income} - 51.000) \times 0,5 + 17.085$

However, the resulting tax burden is reduced in most cases due to deductions (such as sole-earner allowance (Alleinverdienerabsetzbetrag), single-parent allowance (Alleinerzieherabsetzbetrag), as well as allowances for professional costs (e.g. commuting expenses, work supplies, office supplies and educational trips), special expenses (e.g. voluntary life insurance and pension plan, outlays related to creation of living space or living premises renovation) and extraordinary expenses after deduction of excess (e.g. stay in hospital, nursing-home expenses).

#### More details are available at:

<http://www.arbeiterkammer.at> (gross-net calculator; income tax professional; tax check)

## Who is liable for tax?

- employees and pensioners with a taxable annual income exceeding 11,100 euros
- self-employed/freelancers from an annual income exceeding 10,000.00 euros

Special regulations apply to cross-border commuters (people commuting to work in Austria but with residence outside of Austria) to avoid double taxation.

### More details are available at:

<http://www.jobs-ohne-grenzen.org/Steuern.189.0.html> (cross-border commuters)

The annual income allowance for sole-earners amounts to 6,000.00 euros a year (with at least one child for which family allowance is being received); 2,000.00 euros a year without a child.

## When should you file a tax declaration? (if you have not yet been contacted by the Tax Office)

- If you have any other income in addition to your taxable income (e.g. from contracts on work and labour or from rentals) exceeding 730.00 euros (since 2005), you should file an income-tax declaration (Einkommensteuererklärung) (form E 1), and enclose an income and expense statement, balance sheet or net-income account.

**Deadline for submission:** By April 30 or up to June 30 of the following year in the case of an online assessment

- If, during the course of the calendar year, you have at least from time to time earned two or more taxable incomes for which tax was not calculated on the basis of all income for the same period (e.g. company pension in addition to General Social Insurance Act (ASVG) pension) then you have to submit an Employee Tax Assessment Declaration (form L 1).

**Deadline for submission:** September 30th of the following year

- If you are not eligible to sole-earner/single-parent allowance for the calendar year but this allowance was considered when deducting your taxes at source, then you have to submit an Employee Tax Assessment Declaration (form L 1).

**Deadline for submission:** September 30th of the following year

### More details are available at:

[http://dienststellen.bmf.gv.at/ListDst\\_Auswahl.asp](http://dienststellen.bmf.gv.at/ListDst_Auswahl.asp)

(fiscal offices competent for your place of residence)

<http://www.help.gv.at/Content.Node/80/Seite.800210.html> (income taxes)

<http://www.help.gv.at/Content.Node/34/Seite.340000.html> (employee tax assessment)

<https://www.bmf.gv.at/> (Federal Ministry of Finance)

<http://bruttonetto.akVienna.at/> (gross-net calculator; calculates and verifies taxes and social security contributions and other deductions)

<http://www.arbeiterkammer.at/arbeitsnehmerveranlagung/>

(calculates whether it is worth to apply for an employee tax assessment)

**The citizens service of the fiscal authorities:**

Monday – Friday from 8.00 am to 5 pm, telephone: 0810-00 12 28 at local rates

**Address:**

**Federal Ministry of Finance (BMF)**

Hintere Zollamtstraße 2b

A-1010 Vienna

Tel: +43 1 514 33-0

Fax: +43 1 512 78-68

e-mail: [buergerservice@bmf.gv.at](mailto:buergerservice@bmf.gv.at)

Internet: <https://www.bmf.gv.at/>

## 10. SOCIAL SECURITY

Employers are responsible for registering their employees with the appropriate social security institution. Every person is assigned a social security number with the registration. Social security contributions of employees are shared between employers and employees; these contributions are automatically deducted at source.

In Austria, employees whose income exceeds the income limit of € 341.16 per month for 2007 are covered by social security. Registration with the appropriate social security institution is mandatory; every person is to pay social security contributions.

Employees with remuneration below the low-income limit as well as students are only covered by parts of the social security system (accident insurance). Employees with income below the income limit are eligible for voluntary health and/or pension insurance.

Employee social security contributions are shared between the employees and employers. The amount of social security contributions (= contribution rates) depends whether the employee is a blue or white-collar employee, apprentice, minimum-income employee, etc.

### More details are available at:

<http://www.sozialversicherung.at>

[http://www.sozialversicherung.at/esvapps/page/page.jsp?p\\_pageid=110&p\\_id=5&p\\_menuid=507&pub\\_id=1148](http://www.sozialversicherung.at/esvapps/page/page.jsp?p_pageid=110&p_id=5&p_menuid=507&pub_id=1148) (contribution rates)

### Social security benefits:

- ➔ Health insurance including maternity protection: automatic and free insurance protection for family members (subject to certain preconditions) and childcare allowance.
- ➔ Accident insurance: protection against accidents at the workplace and vocational illnesses and their consequences, e.g. invalidity and occupational incapacity etc.
- ➔ Pension insurance: old-age pension benefits etc.
- ➔ **Unemployment insurance:** these are for instance, unemployment benefit payments, social welfare, special social welfare, pension advances;

### Further benefits:

- social welfare as complementary benefit of the social security and/or as a benefit which may be granted when no pension insurance, unemployment benefits are being received;
- Personal care and long-term care insurance (Pflegevorsorge and Pflegeversicherung)

There are many health insurance institutions in Austria; all health insurance institutions are under the umbrella of the Main Association of Austrian Social Security Institutions (Hauptverband der Österreichischen Sozialversicherungsträger): The competent insurance institution is determined by both the place of residence and occupation. A free choice of insurance institutions is not allowed for the compulsory health insurance.

### More details are available at:

<http://www.sozialversicherung.at>

<http://www.bmsk.gv.at/cms/site/liste.html?channel=CH0346> (social welfare)

<http://www.bmsk.gv.at/cms/site/liste.html?channel=CH0041> (personal care)

<http://www.help.gv.at/Content.Node/36/Seite.360521.html> (care insurance)

<http://www.help.gv.at/Content.Node/36/Seite.360521.html> (care insurance)

## Addresses:

### Federal Ministry of Finance (BMF)

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A-1010 Vienna  
Tel: +43 1 514 33-0  
Fax: +43 1 512 26 78  
e-mail: [buergerservice@bmf.gv.at](mailto:buergerservice@bmf.gv.at)  
Internet: <http://www.bmf.gv.at>

### Federal Ministry of Economics and Labour (BMWA)

Stubenring 1  
A-1010 Vienna  
Tel: +43 1 711 00-55 55 citizen service  
Internet: <http://www.bmwa.gv.at>

### Federal Ministry of Social Affairs and Consumer Protection

Stubenring 1  
A-1010 Vienna  
Tel: +43 1 711 00-0  
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#### Contact person – social welfare

**Walter Wotzel** (citizens Service)  
Tel: +43 1 711 00-42 67  
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Social hotline: 0800 20 16 11  
Monday – Friday: 8.00 am. – 4 pm.  
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Internet: <http://www.bmsk.gv.at>

## 10.1 Health Insurance

Health insurance (Krankenversicherung) covers amongst others free treatment by doctors and hospitals as well as sickness benefits. The prerequisite for treatment is presentation of the “**e-card**” (an electronic health insurance card) where all personal data (name, insurance number, etc.) of the insured person are stored. For referral to specialists a referral note is additionally required since the e-card does not store any medical data. The back of the e-card corresponds to the **European social security card**.

The e-card ensures free-of-charge medical treatment in many European Union states.

Health insurance coverage is applicable, when you

- ➔ are employed or self-employed (**Please note:** “new” self-employed persons and minimum income employees receive health insurance upon application)
- ➔ receive unemployment benefits (Arbeitslosengeld), social welfare (Notstandshilfe) or special social welfare (Sondernotstandshilfe)
- ➔ receive a pension benefit
- ➔ or receive a weekly maternity allowance, parental leave allowance or childcare allowance

You may co-insure your **family members** (your spouse and children) provided they are resident in Austria Children are co-insured until their 18th birthday or up until their 26th birthday if they are at school or undergoing professional training (students as well). Children and spouses may be co-insured free of charge. The co-insurance for childless spouses entails a contribution rate of 3.4% of the assessment basis of the income of the insured spouse.

The employer must be correspondingly informed of planned co-insurance of family members.

Other health insurance **benefits** include amongst others: dental treatment, rehabilitation, home nursing, recuperation assistance, health protection benefits, medical check-ups under the mother child pass system and sickness benefits.

Prescription medicines are obtained at pharmacies for € 4.70 per **prescription item** (as of 2007).

**More details are available at:**

<http://www.sozialversicherung.at> (general)

<http://www.sozialversicherung.at/mediaDB/120293.PDF> (contributions and services)

**Addresses:**

<p><b>Regional Health Insurance Fund of Burgenland</b>  Esterhazyplatz 3  A-7000 Eisenstadt  Tel: +43 2682 608-0  Fax: +43 2682 608-10 41  e-mail: <a href="mailto:bgkk@bgkk.at">bgkk@bgkk.at</a>  Internet: <a href="http://www.bgkk.at">http://www.bgkk.at</a></p>	<p><b>Regional Health Insurance Fund of Carinthia</b>  Kempferstraße 8  A-9021 Klagenfurt  Tel: +43 50 58 55 (1000)  Fax: +43 50 58 55-25 39  e-mail: <a href="mailto:kaerntner.gkk@kgkk.at">kaerntner.gkk@kgkk.at</a>  Internet: <a href="http://www.kgkk.at">http://www.kgkk.at</a></p>
<p><b>Regional Health Insurance Fund of Lower Austria</b>  Kremser Landstraße 3  A-3100 St. Pölten  Tel:+43 05 08 99  Fax: +43 05 08 99-65 50  E-mail: <a href="mailto:info@noegkk.at">info@noegkk.at</a>  Internet: <a href="http://www.noegkk.at">http://www.noegkk.at</a></p>	<p><b>Regional Health Insurance Fund of Upper Austria</b>  Gruberstraße 77  A-4020 Linz  Tel: +43 (0)5 78 07-0  Fax: +43 (0)5 78 07-10 90 10  E-mail: <a href="mailto:ooegkk@ooegkk.at">ooegkk@ooegkk.at</a>  Internet: <a href="http://www.ooegkk.at">http://www.ooegkk.at</a></p>
<p><b>Regional Health Insurance Fund of Salzburg</b>  Faberstraße 19–23  A-5024 Salzburg  Tel: +43 662 88 89-0  Fax: +43 662 88 89-355  e-mail: <a href="mailto:sgkk@sgkk.at">sgkk@sgkk.at</a>  Internet: <a href="http://www.sgkk.at">http://www.sgkk.at</a></p>	<p><b>Regional Health Insurance Fund of Styria</b>  Josef-Pongratz-Platz 1  A-8010 Graz  Tel: +43 316 80 35-0  Fax: +43 316 80 35-15 90  e-mail: <a href="mailto:service@stgkk.at">service@stgkk.at</a>  Internet: <a href="http://www.stgkk.at">http://www.stgkk.at</a></p>
<p><b>Regional Health Insurance Fund of Tyrol</b>  Klara-Pölt-Weg 2  A-6021 Innsbruck  Tel: +43 512 59 16-0  Fax: +43 512 59 16-300  e-mail: <a href="mailto:tgkk@tgkk.at">tgkk@tgkk.at</a>  Internet: <a href="http://www.tgkk.at">http://www.tgkk.at</a></p>	<p><b>Regional Health Insurance Fund of Vorarlberg</b>  Jahngasse 4  A-6850 Dornbirn  Tel: +43 50 84 55  Fax: +43 50 84 55-10 40  e-mail: <a href="mailto:vgkk@vgkk.sozvers.at">vgkk@vgkk.sozvers.at</a>  Internet: <a href="http://www.vgkk.at">http://www.vgkk.at</a></p>

<p><b>Social Security Institution for Trade and Industry (SVA) (Sozialversicherungsanstalt der Gewerblichen Wirtschaft (SVA))</b>  Wiedner Hauptstraße 84–86  A-1051 Vienna  Tel: +43 1 546 54-0  Fax: +43 1 546 54-385  e-mail:  <a href="mailto:Versicherungsservice.Vienna@sva.sozvers.at">Versicherungsservice.Vienna@sva.sozvers.at</a>  Internet: <a href="http://esv-sva.sozvers.at/">http://esv-sva.sozvers.at/</a></p>	<p><b>Main Association of Austrian Social Security Institutions (Hauptverband der Österreichischen Sozialversicherungsträger)</b>  Kundmanngasse 21  A-1030 Vienna  Tel: +43 1 711 32-0  Fax: +43 1 711 32-37 77  e-mail: <a href="mailto:posteingang.allgemein@hvb.sozvers.at">posteingang.allgemein@hvb.sozvers.at</a>  Internet: <a href="http://www.sozialversicherung.at">http://www.sozialversicherung.at</a>  <a href="http://www.hauptverband.at">http://www.hauptverband.at</a></p>
<p><b>Regional Health Insurance Fund of Vienna (Gebietskrankenkasse)</b>  Wienerbergstraße 15–19  A-1100 Vienna  Tel: +43 1 601 22-0  Fax: +43 1 602 46 13  e-mail: <a href="mailto:office@wgkk.sozvers.at">office@wgkk.sozvers.at</a>  Internet: <a href="http://www.wgkk.at">http://www.wgkk.at</a></p>	<p><b>Pension Insurance Institution (Pensionsversicherungsanstalt)</b>  Friedrich Hillegeist-Straße 1  A-1021 Vienna  Tel: +43 (0) 503 03-0  Fax: +43 (0) 503 03-288 50  e-mail: <a href="mailto:pva@pva.sozvers.at">pva@pva.sozvers.at</a>  Internet: <a href="http://www.pensionsversicherung.at">http://www.pensionsversicherung.at</a></p>

## 10.2 Accident Insurance

Accident insurance covers benefits payable as a result of workplace accidents, occupational illnesses and the accidental death of an employee.

These benefits include for instance accident treatment costs, rehabilitation, disability pensions, surviving dependants' pensions and widow/widower allowance.

**More details are available at:**

<http://www.auva.at>

<http://www.sozialversicherung.at> (accident insurance)

**Addresses:**

<p><b>Austrian Accident Insurance Institution – main office (Allgemeine Unfallversicherungsanstalt – AUVA)</b>  Adalbert Stifter Str. 65  Postfach 200  A-1201 Vienna  Tel: +43 1 331 11-0  Fax: +43 1 331 11-855  e-mail: <a href="mailto:HAL@auva.at">HAL@auva.at</a>  Internet: <a href="http://www.auva.at">http://www.auva.at</a></p>	<p><b>Main Association of Austrian Social Security Institutions (Hauptverband der Österreichischen Sozialversicherungsträger)</b>  Kundmanngasse 21  A-1030 Vienna  Tel: +43 1 711 32-0  Fax: +43 1 711 32-37 77  e-mail: <a href="mailto:posteingang.allgemein@hvb.sozvers.at">posteingang.allgemein@hvb.sozvers.at</a>  Internet: <a href="http://www.sozialversicherung.at">http://www.sozialversicherung.at</a></p>
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## 10.3 Pension Insurance

**General entitlement prerequisites – old-age pension for persons born before 1<sup>st</sup> of January 2005**

**General eligibility requirements for old-age pension for person of age of 50 years and more:**

- attainment of retirement age (i.e. normal retirement age)
- for women: 60<sup>th</sup> birthday
- for men: 65<sup>th</sup> birthday

**Contribution periods:**

- 180 months of contributions (real or substitute months) within the previous 360 calendar months or
- 180 real months of mandatory and/or voluntary contributions without required period for contribution accumulation or
- 300 months of contributions up to the effective date of the retirement entitlement whereby only substitute months after January 1, 1956 will be considered.

**More details are available at:**

<http://www.help.gv.at/Content.Node/27/Seite.270101.html#Versicherung>  
(details on contribution periods)

**General entitlement prerequisites – old-age pension for persons born after 1st of January 1955:**

- **attainment of retirement age** (i.e. normal retirement age):  
There are substantial changes for persons who purchased contribution months prior to 1<sup>st</sup> of January 2005 and have not yet reached their 50<sup>th</sup> birthday:
  - for women: 60<sup>th</sup> birthday until 2024
  - for women: 65<sup>th</sup> birthday from 2033
  - for men: 65<sup>th</sup> birthday
- **Contribution periods:**
  - 180 months of contributions (15 years of contributions) within the previous 360 calendar months (30 years) or
  - 180 real months of mandatory and/or voluntary contributions (15 years of contributions) without required period for contribution accumulation or
  - 300 months of contributions (25 years of contributions) up to the effective date of the retirement entitlement whereby only substitute months after January 1, 1956 will be considered.

alternatively the following qualifying period:

- **Contribution periods:**
  - minimum of 180 contribution months, i.e. 15 contribution years, whereby the child-raising periods before 1<sup>st</sup> of January 2005 will be considered
  - and thereof minimum of 84 contribution months i.e. 7 years attributable to employment

These seven years of employment must be after 1<sup>st</sup> of January 2005. The employment periods also include:

- periods of caring for a handicapped child;
- periods of caring for close relatives (from care level 3);
- periods of family hospice leave.

**More details are available at:**

<http://www.help.gv.at/Content.Node/27/Seite.270101.html#Versicherung>  
(details on contribution periods, child raising periods)  
<http://www.help.gv.at/Content.Node/27/Seite.270228.html> (care of close relatives)  
<http://www.help.gv.at/Content.Node/44/Seite.440300.html>  
(family Hospice Leave (Familienhospizkarenz))

Apart from the old-age pension, the following **pension types** exist:

- early old-age pension for long-term insured
- step-by-step retirement pension
- heavy labour pension (from 1<sup>st</sup> of January 2007)
- interim allowance
- occupational incapacity, invalidity and occupational disability pension
- surviving dependents pension

**More details are available at:**

<http://www.help.gv.at/Content.Node/27/Seite.270000.html> (types of retirement pension)

An **application for the old age pension** can be submitted using the appropriate form or at your pension insurance institution without a form.

Private pension schemes and pension savings plans offered and administered by companies are becoming increasingly important.

Persons who take care of a handicapped family member may arrange for a pension plan on a voluntary basis with costs being borne by the Family Burdens Equalization Fund (Familienlastenausgleichsfond).

The following additionally applies to EU/EEA citizens and Swiss citizens:

- ➔ The pension application must be submitted to the competent pension insurance institution in the country of residence of the person insured. It is then passed on to all previous pension insurers.
- ➔ The acquired pension contributions from all countries should be taken into account to determine whether the qualifying period designated for receiving a pension has been fulfilled.
- ➔ All countries should pay a pension at the pro-rata rate for the period where contributions were paid, provided that the total contributions qualify for payment of the pension.
- ➔ In addition, benefits from occupational incapacity, invalidity, occupational disability and surviving dependent pensions will be paid.

**More details are available at:**

<http://www.sozialversicherung.at>

<http://www.arbeiterkammer.at>

<http://www.pensionsversicherung.at>

**Address:**

**Pension Insurance Institution (Pensionsversicherungsanstalt)**

Friedrich-Hillegeist Straße 1

1021 Vienna

Tel: +43 503 03 (aus Österreich)

Tel: +43 503 03 (aus dem Ausland)

Fax: +43 503 03 288 50

e-mail: [pva@pva.sozvers.at](mailto:pva@pva.sozvers.at)

Internet: <http://www.pensionsversicherung.at>

## 10.4 Unemployment Insurance

### 10.4.1 Unemployment Benefit

The Austrian Employment Service (AMS) is responsible for unemployment insurance benefits in Austria.

Claims for unemployment benefits may only be made in person at the competent regional office. If you become unemployed, you should contact your regional office already on the first day of unemployment since unemployment benefits will only be paid from this point.

In principle, any unemployed person (originating from an **EU/EEA country and Switzerland**) who meets the basic criteria of ability and willingness to work among other criteria is entitled to unemployment benefits provided they are available for placement and may be employed.

This also applies to their family members (spouse, children, stepchildren and adopted children) even if they are not EU/EEA or Swiss citizens (the so-called **third-country citizens**).

Receipt of unemployment benefit is then possible when the **qualifying period** (Anwartschaft) has been satisfied:

- ➔ the unemployed has been employed for at least 26 weeks over the past 12 months (applies to persons up to their 25<sup>th</sup> birthday) or
- ➔ the unemployed has been employed for at least 52 weeks over the past 24 months (applies to persons over 25 upon initial claim), or
- ➔ the unemployed was employed for at least 28 weeks during the past year (applies to additional claims)

When **Swiss, EU/EEA citizen or a third-country citizens have already made insurance contributions in an EU/EEA country or Switzerland**, this period will be taken into consideration for the fulfilment of the qualifying period and to determine the duration of the reference period, provided that you have been employed in Austria for at least one day (so-called “single-day regulation”) and have paid the mandatory unemployment insurance prior to application for the unemployment benefit.

This minimum employment period also applies to **Austrian citizens** who worked abroad in the EU/EEA or in Switzerland and also had their residence there, and returned to Austria to register as unemployed.

Under certain circumstances this regulation is not applicable to **cross-border commuters** (persons with residence in one country and place of work in the other country who commute every day between their place of residence and place of work).

**New EU states citizens** (except for Cyprus and Malta) who were employed under a seasonal permit are not entitled to unemployment benefit.

**Unemployment benefits** consist of a **BASIC SUM**, **family supplement** and various **supplementary benefits**.

The **basic sum** corresponds to a daily rate amounting to 55 percent of the determined daily net income.

The net income is based on the yearly assessment for compensation which is determined by the Main Association of Austrian Security Institutions.

The earnings of the penultimate calendar year are considered for applications prior to June 30, and the earnings of the current year for applications submitted thereafter. When an annual assessment basis is not available at the Main Association of Austrian Security Institutions, the average gross income of the previous six months is applied.

**Family supplement** is granted for family members when the unemployed person substantially contributes to the upkeep. Family supplement is only granted to family members who are living in Austria. A family supplement is only granted for a spouse with minors (children older than 18 years are considered minors as long as family allowance is paid for them due to handicap).

Simultaneous receipt of childcare allowance and unemployment benefit is in principle possible.

In general, unemployment benefits may be received for up to 20 weeks respectively under certain circumstances up to 30 weeks (exception: older employees who have long working periods and are in the reemployment scheme may receive unemployment benefits).

During the receipt of unemployment benefits, you and your family members continue to be covered by health insurance.

**More details are available at:**

<http://www.ams.at> (Financial issues)

#### 10.4.2 Claiming Benefits from Abroad

As a Swiss or EU/EEA citizen, you are entitled to stay in Austria for three months in order to seek work and your employment benefits may be transferred from your home country during this period following a consultation with the employment service of your country. Such persons are obliged to register with the respective competent AMS office within seven (7) days of arrival.

If you find employment, you are required to report this promptly.

If you have not found employment in Austria within the time period stipulated on the E 303 form, you may only continue to receive your unemployment benefits if you return to your home country in good time.

**More details are available at:**

the unemployment service of your home country

#### 10.4.3 Social Welfare Benefit

**Eligibility requirements:**

If entitlements to unemployment benefits or parental-leave allowance have been exhausted and you continue to be unemployed, social welfare benefit can be claimed if:

- the job seeker is at the disposal of the employment service, and in particular is able and willing to work and is unemployed
- the claimant is in dire straits.

The financial situation of the applicant and their partner will be examined prior to granting social welfare benefits. If the income of the partner exceeds a certain amount, no social welfare will be granted.

**EU/EEA citizens, Swiss citizens and third country family members** may receive social welfare (see unemployment benefit).

Social welfare benefits **amount** to 92% to 95% of the base unemployment benefit.

Simultaneous receipt of childcare allowance and social welfare benefit is in principle possible.

Social welfare must be applied for **in person** at the competent office.

**More details are available at:**

<http://www.ams.at> ((financial issues)

## 10.5 Social Welfare

Social welfare is granted when the prerequisites for benefits from other insurance systems (e.g. unemployment insurance) have not been met (“subsidiarity” principle).

The **federal provinces** are the **competent bodies** concerning the legal framework of social welfare. All social welfare benefits are tailored flexibly to individual circumstances. Applications for social welfare may be submitted to the community office at your place of residence and/or at the district offices of the Municipal Authority (Social Services Office) in larger cities.

EU/EEA citizens are entitled to social welfare following a five-year residence in Austria (calculated from date of the accession of the respective country to the EU).

**More details are available at:**

<http://www.bmsk.gv.at/cms/site/liste.html?channel=CH0346> (social welfare)

**Useful addresses:**

**Federal Ministry of Social Affairs and  
Consumer Protection**

Stubenring 1a  
A-1010 Vienna

**Point of contact:**

**Walter Wotzel** (citizen services)

Monday to Friday: 8.00 am – 4.00 pm

Social hotline: 0800 20 16 11

Tel: +43 1 711 00 -0

Fax: +43 1 711 00-142 66

e-mail: [walter.wotzel@bmsk.gv.at](mailto:walter.wotzel@bmsk.gv.at)

[sozialtelefon@bmsk.gv.at](mailto:sozialtelefon@bmsk.gv.at)

Internet: <http://www.bmsk.gv.at>

## 11. CHECKLIST FOR RELOCATING TO AUSTRIA

### Before departure to Austria:

**Details** on the labour market and employment opportunities in the target region:

<http://www.ams.at> (Austrian Employment Service )

<http://eures.europa.eu> (EURES website)

### The following documents are required:

- Your **passport** or your **personal ID** – make sure any accompanying children who are minors are included in your passport
- Other personal documents (e.g. birth certificate, marriage certificate)
- E-forms (Europe-wide uniform forms for recognition and confirmation of social and employment relevant data) for you and your family
- Claiming unemployment benefits originating from your home country: the form E 303 issued by the employment service of your home country and the confirmation of your employment periods in the home country (E 301)
- Insurance: your e-card or a comparable form (E 111) or any other insurance protection
- your vehicle papers: driving license, vehicle license
  - for admission to traffic in Austria: 2 photographs of your car taken diagonally from the front left; operating manuals of your car; purchase contract, leasing agreement, EU operating license, vehicle papers
- certificates, diplomas, work certificates, work testimonials in original and translation
- Curriculum vitae and application in German
- Your children's certificates and school attendance confirmations translated into German to help your children be placed in the appropriate school grade as quickly as possible.

### Further issues:

- organise **accommodation** (hotel, apartment, etc.) or book hotel or pension;
- sufficient funds are required to cover any unexpected expenses (rent, living costs etc) for the first month
- provide for health and accident insurance in Austria
  - inform authorities of your home country (residence registration office, school, etc.) of you moving to Austria
- obtain an EU household pet passport before moving your pets

Upon arrival in Austria:

- **when you have an employment contract:**
  - immediately contact your employer
  - when starting to work request a confirmation of having been registered with the appropriate social security institution
- **when seeking a job:**
  - **register** at your regional Austrian Employment Service (AMS) office within seven (7) days when you claiming your original unemployment services when seeking a job.

**The following provisions generally apply:**

- Within three (3) days of moving into your new accommodation/house, register with the responsible residence registration authorities (Meldebehörde)
- Register with the competent social security institution (Sozialversicherungsanstalt) (this especially applies to minimum income employees, “new” self-employed persons and family members): receipt of the social security number and e-card
- Open a bank account
- Re-register your motor vehicle
- Register with the responsible department of the municipality office or the city municipal authorities regarding **dog tax**
- Register with the competent fiscal office (taxes, family allowance)
- Register for gas and electricity as well as your telephone, television and radio
- Register at school (contact the school)
- Submit registration certificate at the administrative authority (district administration authorities (Bezirkshauptmannschaft) or municipal authorities (Magistrat))

## 12. EUROPEAN EMPLOYMENT SERVICE (EURES) ADVISERS IN AUSTRIA

### Austrian Employment Service (AMS) of Burgenland

**Günther Wilfinger**

Permayerstr. 10  
A-7000 Eisenstadt  
Tel: +43 2682 69 21-69  
Fax: +43 2682 69 21-79  
E-mail: [guenther.wilfinger@ams.at](mailto:guenther.wilfinger@ams.at)  
Language: English  
Region: Burgenland

### Austrian Employment Service (AMS) of Carinthia

**Karl Lenzhofer**

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Tel: +43 463 38 31-9123  
Fax: +43 463 38 31-9192  
E-mail: [karl.lenzhofer@ams.at](mailto:karl.lenzhofer@ams.at)  
Languages: English, Italian, French  
Region: Carinthia  
Border region: EURALP

### Austrian Employment Service (AMS) of Lower Austria

**Martina Vodrazka**

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A-1010 Wien  
Tel: +43 1 531 36-210  
Fax: +43 1 531 36-277  
E-mail: [martina.vodrazka@ams.at](mailto:martina.vodrazka@ams.at)  
Languages: English, French, Italian  
Region: Lower Austria

**Sabine Hulik**

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Tel: +43 2272 622 36  
Fax: +43 2272 20 17 97  
E-mail: [sabine.hulik@ams.at](mailto:sabine.hulik@ams.at)  
Languages: English, French  
Region: Lower Austria

### Austrian Employment Service (AMS) of Vienna

**Ida Maria Gasparotto**

Neubaugasse 43  
A-1070 Wien  
Tel: +43 1 87871-30225  
Fax: +43 1 878 71-302 89  
E-mail: [ida-maria.gasparotto@ams.at](mailto:ida-maria.gasparotto@ams.at)  
Languages: English, Italian, French  
Region: Vienna

**Harald Wurzer**

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A-1070 Vienna  
Tel: +43 1 878 71-302 24  
Fax: +43 1 878 71-302 89  
E-mail: [harald.wurzer@ams.at](mailto:harald.wurzer@ams.at)  
Languages: English  
Region: Vienna

**Peter Jedlicka**

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Region: Vienna

**Max Fischer**

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Languages: English  
Region: Vienna

**Austrian Employment Service (AMS)  
of Salzburg**

**Alexandra Bauer**

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E-mail: [alexandra.bauer@ams.at](mailto:alexandra.bauer@ams.at)  
Languages: English, Italian  
Region: Salzburg

**Gerlinde Fuchsberger**

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A-5500 Bischofshofen  
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Fax: +43 6462 28 48-13 92  
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Languages: English  
Region: Salzburg

**Gerhard Bogensperger**

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Tel: +43 6474 8484-5030  
Fax: +43 6474 8484-5090  
E-mail: [gerhard.bogensperger@ams.at](mailto:gerhard.bogensperger@ams.at)  
Languages: English  
Region: Salzburg  
Border region: Interalp

**Austrian Employment Service (AMS) of Tyrol**

Schöpfstraße 5  
A-6010 Innsbruck  
Tel: +43 512 59 03-824  
Fax: +43 512 59 03-20  
E-mail: [otto.hosp@ams.at](mailto:otto.hosp@ams.at)  
Languages: English  
Region: Tirol  
Border region: Interalp

**Silvia Casotti**

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Languages: English, Italian, French  
Region: Tirol  
Border region: Interalp

**Austrian Employment Service (AMS)  
of Upper Austria**

**Petra Rosenstingl**

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Fax: +43 732 69 63-201 90  
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Languages: English, French  
Region: Upper Austria  
Border region: Interalp

**Austrian Employment Service (AMS)  
of Styria**

**Ingrid Dimai**

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Tel: +43 316 70 80-60 79 08  
Fax: +43 316 70 80-60 79 90  
E-mail: [ingrid.dimai@ams.at](mailto:ingrid.dimai@ams.at)  
Languages: English  
Region: Styria

**Austrian Employment Service (AMS)  
of Vorarlberg**

**Dietmar Müller**

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A-6700 Bludenz  
Tel: +43 5552 623 71-816 05  
Fax: +43 5552 623 71-816 60  
E-mail: [dietmar.mueller@ams.at](mailto:dietmar.mueller@ams.at)  
Languages: English  
Region: Vorarlberg  
Border region: Bodensee

**Andrea Macher**

Niesenberggasse 67–69  
A-8020 Graz  
Tel: +43 316 70 80-60 79 08  
Fax: +43 316 70 80-60 79 90  
e-mail: [andrea.macher@ams.at](mailto:andrea.macher@ams.at)  
Languages: English  
Region: Styria

### 13. INTERNET ADDRESSES

Topic	Internet Addresses
3G-UMTS (mobile phone)	<a href="http://www.drei.at">http://www.drei.at</a>
Recognition of foreign diploma	<a href="http://www.arbeiterkammer.at/www-192-IP-10110-IPS-1.html">http://www.arbeiterkammer.at/www-192-IP-10110-IPS-1.html</a>
Recognition of foreign school diploma	<a href="http://www.bmukk.gv.at/schulen/service/nostrifikationen.xml">http://www.bmukk.gv.at/schulen/service/nostrifikationen.xml</a>
Recognition of foreign diploma (medical doctors)	<a href="http://www.aerztekammer.at/?aid=AUSBILDUNG&amp;type=article">http://www.aerztekammer.at/?aid=AUSBILDUNG&amp;type=article</a>
Chamber of Labour (Arbeiterkammer)	<a href="http://www.arbeiterkammer.at">http://www.arbeiterkammer.at</a>
Employee tax assessment	<a href="http://www.help.gv.at/Content.Node/34/Seite.340000.html">http://www.help.gv.at/Content.Node/34/Seite.340000.html</a> <a href="http://www.arbeiterkammer.at/arbeitnehmerveranlagung/">http://www.arbeiterkammer.at/arbeitnehmerveranlagung/</a>
Unemployment benefit	<a href="http://www.help.gv.at/Content.Node/8/Seite.080600.html">http://www.help.gv.at/Content.Node/8/Seite.080600.html</a> <a href="http://www.ams.at">http://www.ams.at</a> (financial issues)
Employment contract and position specifications statement	<a href="http://www.arbeiterkammer.at/www-49.html">http://www.arbeiterkammer.at/www-49.html</a>
Working hours	<a href="http://wien.arbeiterkammer.at/www-397-IP-855.html">http://wien.arbeiterkammer.at/www-397-IP-855.html</a>
Architects	<a href="http://www.arching.at">http://www.arching.at</a>
Residence	<a href="http://www.migrant.at">http://www.migrant.at</a> ; <a href="http://www.help.gv.at/Content.Node/12/Seite.120000.html">http://www.help.gv.at/Content.Node/12/Seite.120000.html</a> <a href="http://www.bmi.gv.at/niederlassung/">http://www.bmi.gv.at/niederlassung/</a>
Au-Pair	<a href="http://www.ams.at/neu/1132_1464.htm">http://www.ams.at/neu/1132_1464.htm</a> <a href="http://www.ams.at/neu/Kopie_von_Infoblatt_Au-pair.pdf">http://www.ams.at/neu/Kopie_von_Infoblatt_Au-pair.pdf</a> <a href="http://www.ams.at/neu/1136.htm?parent=1136">http://www.ams.at/neu/1136.htm?parent=1136</a> <a href="http://www.ams.at/neu/6667_6789.htm">http://www.ams.at/neu/6667_6789.htm</a>
Foreign students	<a href="http://www.bmwf.gv.at/submenue/service/studieren_in_oesterreich/aufnahme_an_oesterr_universitaeten/auslaender_an_unis_und_hochschulen/">http://www.bmwf.gv.at/submenue/service/studieren_in_oesterreich/aufnahme_an_oesterr_universitaeten/auslaender_an_unis_und_hochschulen/</a>
Banks	<a href="http://www.ba-ca.com">http://www.ba-ca.com</a> <a href="http://www.sparkasse.at/erstebank/home">http://www.sparkasse.at/erstebank/home</a> <a href="http://www.raiffeisen.at">http://www.raiffeisen.at</a> <a href="http://www.psk.at">http://www.psk.at</a> <a href="http://www.bawag.com">http://www.bawag.com</a> <a href="http://www.volksbank.at">http://www.volksbank.at</a>
Social security contributions	<a href="http://www.sozialversicherung.at/esvapps/page/page.jsp?p_pageid=110&amp;p_id=5&amp;p_menuid=507&amp;pub_id=1148">http://www.sozialversicherung.at/esvapps/page/page.jsp?p_pageid=110&amp;p_id=5&amp;p_menuid=507&amp;pub_id=1148</a>
Vocational schools	<a href="http://www.berufsbildendeschulen.at">http://www.berufsbildendeschulen.at</a>
Career Information System (BIS)	<a href="http://www.ams.at/bis/">http://www.ams.at/bis/</a>
Career Info Centres	<a href="http://www.ams.at">http://www.ams.at</a>

Career Info Centre of Viennese Trade & Industry	<a href="http://www.biwi.at">http://www.biwi.at</a>
Occupational Compass	<a href="http://www.ams.at/neu/11103.htm">http://www.ams.at/neu/11103.htm</a>
Occupation related lexica	<a href="http://www.berufslexikon.at/index.php?from=/le_start.php">http://www.berufslexikon.at/index.php?from=/le_start.php</a> (apprenticeship) <a href="http://www.berufslexikon.at/index.php?from=/ak_start.php">http://www.berufslexikon.at/index.php?from=/ak_start.php</a> (university studies) <a href="http://www.berufslexikon.at/index.php?from=/bhs_start.php">http://www.berufslexikon.at/index.php?from=/bhs_start.php</a> (vocational schools) <a href="http://www.berufslexikon.at/index.php?from=/sonstige_start.php">http://www.berufslexikon.at/index.php?from=/sonstige_start.php</a> (other professions)
Employment relations	<a href="http://www.arbeiterkammer.at/www-192-IP-839.html">http://www.arbeiterkammer.at/www-192-IP-839.html</a>
Entrepreneurial aid	<a href="http://www.help.gv.at/Content.Node/293/Seite.2930000.html">http://www.help.gv.at/Content.Node/293/Seite.2930000.html</a>
Entrepreneurial aid Applications	<a href="http://www.help.gv.at/Content.Node/293/Seite.2930000.html">http://www.help.gv.at/Content.Node/293/Seite.2930000.html</a> <a href="http://www.bewerben.at">http://www.bewerben.at</a> <a href="http://www.jobmedia.at">http://www.jobmedia.at</a> <a href="http://www.jova-nova.com">http://www.jova-nova.com</a> (subject to charges) <a href="http://www.bewerbungsberatung.at">http://www.bewerbungsberatung.at</a> <a href="http://www.lebenslauf24.at">http://www.lebenslauf24.at</a>
Application tips	<a href="http://www.ams.at/neu/10669_11053.htm">http://www.ams.at/neu/10669_11053.htm</a>
BFI	<a href="http://www.bfi.at">http://www.bfi.at</a>
Educational leave	<a href="http://www.arbeiterkammer.at">http://www.arbeiterkammer.at</a>
Education in Austria	<a href="http://www.bmukk.gv.at/schulen/bw/index.xml">http://www.bmukk.gv.at/schulen/bw/index.xml</a>
Trade and industry directories	<a href="http://www.ams.at/neu/968_3421.htm#Telefon-/Branchenverzeichnisse">http://www.ams.at/neu/968_3421.htm#Telefon-/Branchenverzeichnisse</a>
Gross/Net calculator	<a href="http://bruttonetto.akVienna.at/">http://bruttonetto.akVienna.at/</a>
Federal Ministry of Education, Arts and Culture	<a href="http://www.bmukk.gv.at">http://www.bmukk.gv.at</a>
Federal Ministry of Social Affairs and Consumer Protection	<a href="http://www.bmsk.gv.at">http://www.bmsk.gv.at</a>
Federal Ministry of Economics and Labour	<a href="http://www.bmwa.gv.at">http://www.bmwa.gv.at</a>
Austrian labour market data	<a href="http://www.statistik.at">http://www.statistik.at</a> <a href="http://www.ams.at">http://www.ams.at</a>
Self-import of motor vehicles by private persons	<a href="http://www.oeamtc.at/index.php?type=article&amp;id=1098241&amp;menu_active=02">http://www.oeamtc.at/index.php?type=article&amp;id=1098241&amp;menu_active=02</a> <a href="http://www.help.gv.at/Content.Node/6/Seite.060000.html">http://www.help.gv.at/Content.Node/6/Seite.060000.html</a> <a href="http://www.arboe.or.at">http://www.arboe.or.at</a>
Income taxes	<a href="http://www.help.gv.at/Content.Node/80/Seite.800210.html">http://www.help.gv.at/Content.Node/80/Seite.800210.html</a>
Parental part-time work	<a href="http://www.bmwa.gv.at/BMWA/Schwerpunkte/Arbeitsrecht/Arbeitsrecht/ElternKarenzTeilzeit/elternzeit.htm">http://www.bmwa.gv.at/BMWA/Schwerpunkte/Arbeitsrecht/Arbeitsrecht/ElternKarenzTeilzeit/elternzeit.htm</a> <a href="http://www.help.gv.at/Content.Node/40/Seite.400200.html">http://www.help.gv.at/Content.Node/40/Seite.400200.html</a>
Energy barometer	<a href="http://tarifkalk.e-control.at/tarifkalkulator/TKStart.do">http://tarifkalk.e-control.at/tarifkalkulator/TKStart.do</a>
EuRAG (European law)	<a href="http://www.rechtsanwaelte.at/www/getFile.php?id=81&amp;nav=0">http://www.rechtsanwaelte.at/www/getFile.php?id=81&amp;nav=0</a>

EURES advisors	<a href="http://ec.europa.eu/eures/">http://ec.europa.eu/eures/</a>
EURES website	<a href="http://ec.europa.eu/eures/home.jsp?lang=de">http://ec.europa.eu/eures/home.jsp?lang=de</a> <a href="http://eures.europa.eu">http://eures.europa.eu</a>
European CV	<a href="http://europass.cedefop.europa.eu/">http://europass.cedefop.europa.eu/</a>
Family allowance benefit	<a href="http://www.help.gv.at/Content.Node/8/Seite.080700.html">http://www.help.gv.at/Content.Node/8/Seite.080700.html</a> <a href="http://www.bmgfj.gv.at/cms/site/inhalte.htm?thema=CH0492">http://www.bmgfj.gv.at/cms/site/inhalte.htm?thema=CH0492</a> <a href="http://www.bmgfj.gv.at/cms/site/">http://www.bmgfj.gv.at/cms/site/</a>
Family hospice leave	<a href="http://www.help.gv.at/Content.Node/44/Seite.440300.html">http://www.help.gv.at/Content.Node/44/Seite.440300.html</a> <a href="http://www.sozialversicherung.at/esvapps/page/page.jsp?p_pageid=110&amp;p_id=5&amp;p_menuid=511&amp;pub_id=3952">http://www.sozialversicherung.at/esvapps/page/page.jsp?p_pageid=110&amp;p_id=5&amp;p_menuid=511&amp;pub_id=3952</a>
Fixed network phone – fees and charges	<a href="http://www.mobilfunkrechner.de/akwien/pdf/festnetz.pdf">http://www.mobilfunkrechner.de/akwien/pdf/festnetz.pdf</a>
Fiscal offices	<a href="http://dienststellen.bmf.gv.at/ListDst_Auswahl.asp">http://dienststellen.bmf.gv.at/ListDst_Auswahl.asp</a>
Federal Ministry of Finance	<a href="https://www.bmf.gv.at/">https://www.bmf.gv.at/</a>
Independent contractors	<a href="http://www.help.gv.at/Content.Node/88/Seite.880003.html">http://www.help.gv.at/Content.Node/88/Seite.880003.html</a>
Independent service or works contract	<a href="http://wien.arbeiterkammer.at/www-397-IP-841-AD-839.html">http://wien.arbeiterkammer.at/www-397-IP-841-AD-839.html</a>
Driving license	<a href="http://www.help.gv.at">http://www.help.gv.at</a> <a href="http://www.arboe.or.at">http://www.arboe.or.at</a> <a href="http://www.oeamtc.at/fuehrerschein/">http://www.oeamtc.at/fuehrerschein/</a>
Council housing Bregenz	<a href="http://www.bregenz.at/index.php?id=875">http://www.bregenz.at/index.php?id=875</a>
Council housing Eisenstadt	<a href="http://www.eisenstadt.at/">http://www.eisenstadt.at/</a>
Council housing Graz	<a href="http://www.graz.at/cms/ziel/245643/DE/">http://www.graz.at/cms/ziel/245643/DE/</a>
Council housing Innsbruck	<a href="http://www.innsbruck.at">http://www.innsbruck.at</a>
Council housing Carinthia	<a href="http://portal.ktn.gv.at/plk_show_detail.aspx?pr_id=7136">http://portal.ktn.gv.at/plk_show_detail.aspx?pr_id=7136</a>
Council housing Linz	<a href="http://www.linz.at/services/#9">http://www.linz.at/services/#9</a>
Council housing Salzburg	<a href="http://www.salzburg.gv.at/themen/bw.htm">http://www.salzburg.gv.at/themen/bw.htm</a>
Council housing St. Pölten	<a href="http://www.st-poelten.gv.at/">http://www.st-poelten.gv.at/</a>
Non-profit housing associations/	<a href="http://www.wien.gv.at/wohnen/wienerwohnen/">http://www.wien.gv.at/wohnen/wienerwohnen/</a>
housing associations	<a href="http://www.gbv.at">http://www.gbv.at</a>
Mobile phone – fees and charges	<a href="http://www.mobilfunkrechner.de/akwien/pdf/mobilfunknetz.pdf">http://www.mobilfunkrechner.de/akwien/pdf/mobilfunknetz.pdf</a>
Main Association of Austrian Social Security Institutions	<a href="http://www.hauptverband.at">http://www.hauptverband.at</a>
Household pets	<a href="http://www.bmgfj.gv.at/cms/site/inhalte.htm?channel=CH0007&amp;thema=CH0293">http://www.bmgfj.gv.at/cms/site/inhalte.htm?channel=CH0007&amp;thema=CH0293</a> <a href="http://www.help.gv.at/Content.Node/74/Seite.740000.html">http://www.help.gv.at/Content.Node/74/Seite.740000.html</a> <a href="http://www.tierarzt.at">http://www.tierarzt.at</a>
Midwives	<a href="http://www.bmgfj.gv.at/cms/site/">http://www.bmgfj.gv.at/cms/site/</a>
Austrian Midwives Association	<a href="http://www.hebammen.at">http://www.hebammen.at</a>
Hotels/guest houses	<a href="http://www.tiscover.at">http://www.tiscover.at</a>

Estate agents	<a href="http://www.ovi.at/start.asp">http://www.ovi.at/start.asp</a>
Real estate periodicals	<a href="http://www.immobazar.at">http://www.immobazar.at</a> <a href="http://web1.immobilien.net/Default.aspx">http://web1.immobilien.net/Default.aspx</a> <a href="http://www.immodirekt.at">http://www.immodirekt.at</a>
Information about house-building	<a href="http://www.wohnet.at">http://www.wohnet.at</a>
Job-exchanges	<a href="http://www.ams.at/neu/968_3421.htm#Jobbörsen">http://www.ams.at/neu/968_3421.htm#Jobbörsen</a> (general) <a href="http://www.ams.at/neu/968_3421.htm#Firmen">http://www.ams.at/neu/968_3421.htm#Firmen</a> (companies)
Jobs in newspapers	<a href="http://www.ams.at/neu/968_3421.htm#Zeitungen">http://www.ams.at/neu/968_3421.htm#Zeitungen</a>
Youth hostels	<a href="http://www.jungehotels.at/od/home/">http://www.jungehotels.at/od/home/</a> <a href="http://www.jugendherberge.at">http://www.jugendherberge.at</a>
Motor vehicle admission	<a href="http://www.help.gv.at/Content.Node/6/Seite.060118.html">http://www.help.gv.at/Content.Node/6/Seite.060118.html</a>
Childcare allowance	<a href="http://www.bmgfj.gv.at/cms/site/">http://www.bmgfj.gv.at/cms/site/</a> <a href="http://www.sozialversicherung.at/">http://www.sozialversicherung.at/</a> <a href="http://www.help.gv.at/Content.Node/8/Seite.080600.html">http://www.help.gv.at/Content.Node/8/Seite.080600.html</a> <a href="http://www.bmgfj.gv.at/cms/site/inhalte.htm?thema=CH0497">http://www.bmgfj.gv.at/cms/site/inhalte.htm?thema=CH0497</a>
Childcare allowance EU/EEA citizens	<a href="http://www.bmgfj.gv.at/cms/site/">http://www.bmgfj.gv.at/cms/site/</a>
Nurses/Paramedics/Masseurs	<a href="http://www.bmgfj.gv.at/cms/site/inhalte.htm?thema=CH0012">http://www.bmgfj.gv.at/cms/site/inhalte.htm?thema=CH0012</a>
Health insurance contributions/benefits	<a href="http://www.sozialversicherung.at/mediaDB/120293.PDF">http://www.sozialversicherung.at/mediaDB/120293.PDF</a>
Termination notice	<a href="http://wien.arbeiterkammer.at/www-1542.html">http://wien.arbeiterkammer.at/www-1542.html</a>
Provincial boards of education	<a href="http://www.bmukk.gv.at/service/links/landesschulraete.xml">http://www.bmukk.gv.at/service/links/landesschulraete.xml</a>
Technical, medical services	<a href="http://www.bmgfj.gv.at/cms/site/">http://www.bmgfj.gv.at/cms/site/</a>
Multiple child allowances	<a href="http://www.help.gv.at/Content.Node/8/Seite.080700.html">http://www.help.gv.at/Content.Node/8/Seite.080700.html</a>
Registration data	<a href="http://www.help.gv.at/Content.Node/118/Seite.1180000.html">http://www.help.gv.at/Content.Node/118/Seite.1180000.html</a>
Tenants protection association	<a href="http://www.web-design-consultant.at/msv/">http://www.web-design-consultant.at/msv/</a>
Tenants association	<a href="http://www.mietervereinigung.at">http://www.mietervereinigung.at</a>
Mother-Child-Pass	<a href="http://www.help.gv.at/Content.Node/8/Seite.080000.html">http://www.help.gv.at/Content.Node/8/Seite.080000.html</a>
Maternity protection	<a href="http://www.help.gv.at/Content.Node/8/Seite.080000.html">http://www.help.gv.at/Content.Node/8/Seite.080000.html</a> <a href="http://www.help.gv.at/Content.Node/8/Seite.080002.html#Woch">http://www.help.gv.at/Content.Node/8/Seite.080002.html#Woch</a>
My choice	<a href="http://www.yourchoiceinfo.at">http://www.yourchoiceinfo.at</a>
NARIC Austria	<a href="http://www.bmwf.gv.at/wissenschaft/international/enic_naric_austria/faq/">http://www.bmwf.gv.at/wissenschaft/international/enic_naric_austria/faq/</a>
New EU citizens and the Austrian labour market	<a href="http://www.ams.at/neu/1132_13758.htm">http://www.ams.at/neu/1132_13758.htm</a>
Emergency services	<a href="http://www.regionalsuche.at/notdienste.html">http://www.regionalsuche.at/notdienste.html</a>
Social welfare	<a href="http://www.help.gv.at/Content.Node/8/Seite.080600.html">http://www.help.gv.at/Content.Node/8/Seite.080600.html</a> <a href="http://www.ams.at">http://www.ams.at</a> (financial issues)
Austrian Trade Union Federation	<a href="http://www.oegb.at">http://www.oegb.at</a>

One	<a href="http://www.one.at">http://www.one.at</a>
Austrian government	<a href="http://www.austria.gv.at">http://www.austria.gv.at</a>
Pedagogic academies / colleges	<a href="http://www.bmukk.gv.at/schulen/bw/leb/Links_Paedagogische_Akad1751.xml">http://www.bmukk.gv.at/schulen/bw/leb/Links_Paedagogische_Akad1751.xml</a>
Types of pension	<a href="http://www.help.gv.at/Content.Node/27/Seite.270000.html">http://www.help.gv.at/Content.Node/27/Seite.270000.html</a>
Pension insurance	<a href="http://www.pensionsversicherung.at">http://www.pensionsversicherung.at</a>
Care of close relatives	<a href="http://www.help.gv.at/Content.Node/27/Seite.270228.html">http://www.help.gv.at/Content.Node/27/Seite.270228.html</a>
Care insurance	<a href="http://www.help.gv.at/Content.Node/36/Seite.360521.html">http://www.help.gv.at/Content.Node/36/Seite.360521.html</a>
Personal care insurance	<a href="http://www.bmsk.gv.at/cms/site/liste.html?channel=CH0041">http://www.bmsk.gv.at/cms/site/liste.html?channel=CH0041</a>
Priority	<a href="http://www.priority.at/nu/home/fs_index.html">http://www.priority.at/nu/home/fs_index.html</a>
Qualification barometer	<a href="http://www.ams.or.at/neu/10669_12699.htm">http://www.ams.or.at/neu/10669_12699.htm</a>
Radio and TV (fees)	<a href="http://www.orf-gis.at/">http://www.orf-gis.at/</a>
Lawyers	<a href="http://www.rechtsanwaelte.at">http://www.rechtsanwaelte.at</a>
Sabbatical	<a href="http://www.arbeiterkammer.at">http://www.arbeiterkammer.at</a>
Seasonal labour	<a href="http://www.ams.at/neu/1132_1488.htm">http://www.ams.at/neu/1132_1488.htm</a>
School	<a href="http://www.help.gv.at/Content.Node/11/Seite.110000.html">http://www.help.gv.at/Content.Node/11/Seite.110000.html</a> <a href="http://www.bmukk.gv.at/schulen/schulen/index.xml">http://www.bmukk.gv.at/schulen/schulen/index.xml</a>
School service points	<a href="http://www.bmukk.gv.at/schulen/service/schulinfo/Schulservicestellen_in_d1570.xml">http://www.bmukk.gv.at/schulen/service/schulinfo/Schulservicestellen_in_d1570.xml</a>
Social welfare	<a href="http://www.bmsk.gv.at/cms/site/liste.html?channel=CH0346">http://www.bmsk.gv.at/cms/site/liste.html?channel=CH0346</a>
Social security	<a href="http://www.sozialversicherung.at">http://www.sozialversicherung.at</a>
Language schools/ course providers	<a href="http://www.sprachkurse-weltweit.de/deutsch/d-oesterreich.htm">http://www.sprachkurse-weltweit.de/deutsch/d-oesterreich.htm</a> <a href="http://www.ikivienna.at/de/index.htm">http://www.ikivienna.at/de/index.htm</a> <a href="http://www.berlitz.at/">http://www.berlitz.at/</a>
Statistics Austria	<a href="http://www.statistik.at">http://www.statistik.at</a>
Taxes – cross-border commuters	<a href="http://www.jobs-ohne-grenzen.org/Steuern.189.0.html">http://www.jobs-ohne-grenzen.org/Steuern.189.0.html</a>
Eligibility for studies/ vocational qualifications	<a href="http://www.erwachsenenbildung.at">http://www.erwachsenenbildung.at</a>
Academic qualification examination	<a href="http://www.bmwf.gv.at/submenu/service/studieren_in_oesterreich/aufnahme_an_oesterr_universitaeten/">http://www.bmwf.gv.at/submenu/service/studieren_in_oesterreich/aufnahme_an_oesterr_universitaeten/</a>
Daily Newspapers	<a href="http://www.Wienerzeitung.at">http://www.Wienerzeitung.at</a> (Wiener Zeitung) <a href="http://www.diepresse.at">http://www.diepresse.at</a> (Presse) <a href="http://www.kurier.at">http://www.kurier.at</a> (Kurier) <a href="http://www.kleine.at">http://www.kleine.at</a> (Kleine Zeitung) <a href="http://www.nachrichten.at">http://www.nachrichten.at</a> (Oberösterreichische Nachrichten) <a href="http://derstandard.at/karriere">http://derstandard.at/karriere</a> (Standard) <a href="http://www.salzburg.com/">http://www.salzburg.com/</a> (Salzburger Nachrichten) <a href="http://www.vn.vol.at/">http://www.vn.vol.at/</a> (Vorarlberger Nachrichten) <a href="http://www.krone.at">http://www.krone.at</a> (Krone) <a href="http://www.tirol.com/">http://www.tirol.com/</a> (Tirol)
Tele/UTA	<a href="http://www.tele2uta.at">http://www.tele2uta.at</a>
Telekom	<a href="http://www.telekom.at">http://www.telekom.at</a>

Telering	<a href="http://www.telering.at">http://www.telering.at</a>
T-mobile	<a href="http://www.t-mobile.at/privat/">http://www.t-mobile.at/privat/</a>
Accident insurance	<a href="http://www.auva.at">http://www.auva.at</a>
Vacation	<a href="http://Vienna.arbeiterkammer.at/www-1544.html">http://Vienna.arbeiterkammer.at/www-1544.html</a>
Comparable price levels	<a href="http://epp.eurostat.ec.europa.eu/portal/page?_pageid=1996,39140985&amp;_dad=portal&amp;_schema=PORTAL&amp;screen=detailref&amp;language=de&amp;product=_STRIND&amp;root=STRIND/strind/ecoref/er011">http://epp.eurostat.ec.europa.eu/portal/page?_pageid=1996,39140985&amp;_dad=portal&amp;_schema=PORTAL&amp;screen=detailref&amp;language=de&amp;product=_STRIND&amp;root=STRIND/strind/ecoref/er011</a> <a href="http://www.oecd.org/dataoecd/48/18/18598721.pdf">http://www.oecd.org/dataoecd/48/18/18598721.pdf</a>
Pension insurance contribution periods	<a href="http://www.help.gv.at/Content.Node/27/Seite.270101.html#Versicherung">http://www.help.gv.at/Content.Node/27/Seite.270101.html#Versicherung</a>
Adult Education Centres of Burgenland	<a href="http://www.vhs-burgenland.at">http://www.vhs-burgenland.at</a>
Adult Education Centres of Carinthia	<a href="http://www.vhsktn.at">http://www.vhsktn.at</a>
Adult Education Centres of Lower Austria	<a href="http://www.vhs-noe.at">http://www.vhs-noe.at</a>
Adult Education Centres of Upper Austria	<a href="http://www.vhs-verband-ooe.at">http://www.vhs-verband-ooe.at</a>
Adult Education Centres of Styria	<a href="http://weiterbildung.steiermarkt.at">http://weiterbildung.steiermarkt.at</a>
Adult Education Centres of Salzburg	<a href="http://www.volkshochschule.at">http://www.volkshochschule.at</a>
Adult Education Centres of Vorarlberg	<a href="http://www.vhs-goetzis.at">http://www.vhs-goetzis.at</a>
Adult Education Centres of Vienna	<a href="http://www.vwv.at">http://www.vwv.at</a>
Adult Education Centres of Tyrol	<a href="http://www.vhs-tirol.at">http://www.vhs-tirol.at</a>
Vorarlberg	<a href="http://finder.vol.at/">http://finder.vol.at/</a>
Further education database	<a href="http://www.ams.at/neu/11049.htm">http://www.ams.at/neu/11049.htm</a>
Contract for work and labour	<a href="http://Vienna.arbeiterkammer.at/www-397-IP-842-AD-839.html">http://Vienna.arbeiterkammer.at/www-397-IP-842-AD-839.html</a>
WIFI	<a href="http://www.wifi.at">http://www.wifi.at</a>
Chamber of commerce	<a href="http://portal.wko.at">http://portal.wko.at</a>
Weekly maternity allowance	<a href="http://www.help.gv.at/Content.Node/8/Seite.080000.html">http://www.help.gv.at/Content.Node/8/Seite.080000.html</a>
Housing	<a href="http://www.mietervereinigung.at">http://www.mietervereinigung.at</a> <a href="http://www.web-design-consultant.at/msv/">http://www.web-design-consultant.at/msv/</a> <a href="http://www.konsument.at/konsument">http://www.konsument.at/konsument</a> <a href="http://www.arbeiterkammer.at">http://www.arbeiterkammer.at</a>
Housing (landlords)	<a href="http://www.sws.or.at/">http://www.sws.or.at/</a>
Housing Linz	<a href="http://www.linz.at/services/#9">http://www.linz.at/services/#9</a>
Housing Salzburg	<a href="http://www.wohnen-in-salzburg.at">http://www.wohnen-in-salzburg.at</a>
Housing Tyrol	<a href="http://www.wohnen-in-tirol.at">http://www.wohnen-in-tirol.at</a>

Accommodation costs	<a href="http://www.statistik.at">http://www.statistik.at</a>
<a href="http://www.arbeits-zimmer.cc">www.arbeits-zimmer.cc</a>	<a href="http://www.arbeitszimmer.cc">http://www.arbeitszimmer.cc</a>
Childcare allowance supplement	<a href="http://www.help.gv.at/Content.Node/8/Seite.080600.html">http://www.help.gv.at/Content.Node/8/Seite.080600.html</a> <a href="http://www.bmgfj.gv.at/cms/site/attachments/2/4/7/CH0497/CMS1172567369047/antrag_auf_zuschuss_zum_kbg.pdf">http://www.bmgfj.gv.at/cms/site/attachments/2/4/7/CH0497/CMS1172567369047/antrag_auf_zuschuss_zum_kbg.pdf</a>

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