

Webster University Vienna Fact Sheet

How long does a degree take?

A graduate program takes an average of two years, depending on which degree program you choose, as well as on your academic background. Students who have begun graduate studies at an accredited institution can have official documentation of this work evaluated for transfer credit toward degree requirements at Webster University, and so may finish the program more quickly. Applicants who do not have the required academic background for their intended majors will have to take prerequisite courses before starting coursework in the degree program.

What is a “credit hour”?

In the American university system, a credit hour is the basic unit of “currency” used to calculate the contribution of a course to a university degree. It monitors the progress of a student by defining how far along a student is with his/her studies based on the credit hours accumulated. The majority of courses at Webster have a “value” of three credit hours.

How long is a course?

A course runs for nine weeks (eight weeks of classes with final exams during week 9). Most classes meet one evening per week for four hours (from 6 PM to 10 PM).

What does a graduate degree cost?

<i>Program</i>	<i>Duration</i>	<i>Total Number of 3 credit hour courses*</i>	<i>Tuition per course based on 2011/2012 rate**</i>	<i>Total tuition fees based on 2011/2012 rate**</i>
MBA, MA or MS	1.5 – 2 years	12 (36 credits)	EURO 1,845	EURO 22,140
MBA Specialized MA in Counseling Psychology	2 – 2.5 years	16 - 18 (48 - 54 credits)	EURO 1,845	EURO 29,520 – 33,210

* Assumes no prerequisite courses need be taken

**Course Textbooks are included in the tuition fee.

Where can I get more information about Webster?

Webster regularly hosts events and tours for undergraduate and graduate applicants. Please visit our website at www.webster.ac.at to learn about upcoming events. Additionally, you may call or make an appointment with an admissions officer to discuss your application.

Where can I get financial assistance to help pay for my studies?

Scholarships are extremely limited, so students should plan on financing the full cost of their studies. However, some things to consider:

US citizens and green card holders may apply for US federal grants and loans. Veterans of the US military may qualify for Veterans Administration benefits.

Currently enrolled students may apply for Webster work study positions. These positions provide partial tuition in return for work on campus, such as in the library, computer laboratory, or in our Student Affairs Office. Students are hired based academic excellence, experience and overall suitability for the position. Positions may be extended based on satisfactory academic and work performance.

Students employed full-time may deduct the expenses of their education from their taxes if they can demonstrate that their coursework is necessary for their employment. The amount refunded by the tax authorities in Austria depends on the students' income. Some of our students' coursework is sponsored either partially or fully by their employers.

Please refer to the enclosed scholarship and financial assistance brochure or visit the admissions section, then financial information on www.webster.ac.at for more information.

Does Webster Vienna offer student housing?

Webster Vienna's Student Affairs Office can arrange student housing in off-campus student dorms each term. Each newly-built, fully-furnished room is shared with another same-gender student. The rent, which includes all utilities, is EUR 1,030 per person per eight-week term for the 2011-2012 academic year.

A deposit of EUR 500 is required, and you must be an accepted student before submitting your deposit. Additionally, Webster Vienna offers a limited amount of premium housing near campus at EUR 1,420 per 8-week term (in a double) and EUR 1,630 per term in a single bedroom (in a two-bedroom apartment). For those who are looking for their own private apartments, please visit our Student Affairs site at www.webster.ac.at/vienna/w/pros_009.html

When should I apply?

For maximum consideration and visa processing time, the preferred application deadlines are:

Term		Priority Deadline
Spring I 2012	(January 16 – March 9)	November 1 of preceding year
Spring II 2012	(March 19 – May 11)	January 1
Summer 2012	(May 21 - July 13)	March 1
Fall I 2012	(August 27 – October 19)	May 1
Fall II 2012	(October 29 – December 21)	September 1

Webster University Vienna welcomes applications for submission from students from all countries. Required items include:

1 The Application for Admission (online or paper) accompanied by the nonrefundable application fee of €40, payable by credit card or via bank transfer. Please always specify the name of the applicant when paying this fee. For more information about payment types, please visit the Admissions section of our website at www.webster.ac.at

2 Official transcripts and educational records, including the following:

GRADUATE STUDENTS

Applicants considered for admission to graduate studies at Webster University must hold an earned baccalaureate degree from an accredited educational institution recognized by Webster University, and meet all program admission standards. Applicants who have a completed baccalaureate degree must also satisfy any program requirements or requisites, including a minimum cumulative Grade Point Average (GPA).

Official transcripts

Each applicant must submit an official, final transcript stating the degree received and the date conferred.

Transcripts must be designated as official by the issuing institution. The issuing institution must send the transcript in a sealed envelope to the Admissions office at Webster Vienna. Official transcripts

and diplomas will contain the issuing registrar's signature and be embossed with the issuing school's seal. Issued-to-student copies are not acceptable.

For applicants from U.S. colleges or universities, your institution must be recognized by a national or regional accrediting body. Non-U.S. institutions must be recognized by the Ministry of Education as a university-level provider of higher education and accredited by any appropriate agencies within the home country and any countries in which it operates and/or issues degrees.

Applicants previously enrolled in graduate-level coursework must submit official transcripts of all graduate level work attempted.

Applicants for the MA in Counseling Psychology must have completed a Bachelor Degree in Psychology or equivalent from an accredited university. The min GPA requirement is 3.0. Required coursework includes: (1) Introduction to Psychology or General Psychology, (2) Statistics, (3) Research Methods or Experimental Psychology. Additional courses are recommended but not required: (1) Social Psychology, (2) Biological Psychology, Neuro Psychology, or Physiological Psychology, (3) Personality Theory, (4) Human Development or Departmental Psychology, (5) Abnormal Psychology.

Applicants for a sequential Master of Arts (MA) or sequential Master of Business Administration (MBA) must submit both undergraduate and graduate transcripts at the time of application if their degree

was issued from an institution other than Webster University.

Translations

Official transcripts and diplomas normally issued in a language other than English must be accompanied by a literal and officially certified English translation. Please ensure your translation is attached to a certified copy of the original document.

3 Official Test of English as a Foreign language (TOEFL, IELTS, or Cambridge *Advanced* Certificate) scores are required prior to admission. All applicants who are not native English speakers from the United States, Great Britain, Ireland, New Zealand or Australia are required to submit official scores from one of our above-mentioned English Proficiency exams.

The TOEFL is a multiple-choice test administered by Educational Testing Services (ETS) that assesses grammar, vocabulary, reading, and listening comprehension. Only score reports received directly from ETS are considered official. For more information on the TOEFL, including how to register, visit www.toefl.org.

Use the following institutional codes for Webster University Vienna when requesting official score reports: **0547**

Please refer to the following chart for information about minimum required scores.

TOEFL minimum scores

- 89 Internet-based TOEFL
- 575 Paper-based TOEFL
- 230 Computer-based TOEFL

IELTS minimum scores

- 6.5 IELTS Academic
- 6.5 IELTS Writing section

Cambridge Advanced Certificate

- A-B- Cambridge Certificate in Advanced English

4 A 400-word essay on a topic of your choice that has not been previously submitted for academic credit at any institution. You may describe a special interest, experience, or achievement. For the MA in Counseling Psychology 600 words describing the applicant's history, academic and professional goals, and reasons for applying for the program are required.

5 Your most current curriculum vitae or résumé demonstrating relevant work experience.

6 Two letters of recommendation submitted by professors familiar with your academic performance. Please use the recommendation form found in your admissions package, or email your recommender a link to the recommendation form, which can be found under the admissions section of www.webster.ac.at

For the MA in Counseling Psychology one letter of recommendation should come from a person familiar with the applicants' professional and academic experience and one academic experience.

7 A copy of the biographical page of your passport to ensure the correct, legal spelling of your name.

8 MBA applicants only: official GMAT (Graduate Management Admission Test) scores, or the Webster equivalent, must be submitted for advising purposes. The exam can be taken either before or after admission, or within the first term or study at the latest.

MA in Counseling Psychology only: GRE (Graduate Record Examination). A personal interview will be scheduled with the Psychology Department once all application documents have been submitted.

9 MBA applicants only: A minimum of two years' work experience is preferred.

10 Please make photocopies of all documents sent to Webster University for your records, as these items cannot be returned.

NOTE: All application documents submitted to Webster University Vienna become the property of the University and cannot be returned or reproduced.

The Admission Decision

A decision regarding your admission will be made as soon as your application file is complete.

Your Admissions Officer assesses your potential for academic success at Webster on the following:

-Cumulative academic grade point average equal to 2.5 or better on a 4.0 scale.

-Your application essay.

-Achievement on internal and external examinations and tests.

-Demonstrated level of English proficiency.

- Recommendations, achievements, community and volunteer activities, and professional work experience are also considered in the evaluation of your application for admission.

-Webster University Vienna's admission decision is communicated by letter. Please ensure that the mailing address on your application is legible, current, and valid.

Mail or courier your completed application documents to the Webster University Vienna campus, or apply online at <http://explore.webster.edu>, being sure to include the Vienna campus as your study location.

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