

Master Degree Fact Sheet

How long does a degree take?

Webster offers part time and full time study options giving graduate students the flexibility they need.

A graduate program can take between 14 months and 2.5 years, depending on the choice of degree and the student's academic background.

Students who have begun graduate studies at an accredited institution may have official documentation of this work evaluated for transfer credit toward degree requirements at Webster University.

Prerequisite courses may be necessary for students who do not have the required academic background for their intended program.

How long is a course?

A course usually runs for nine weeks of which eight weeks are classes. Final exams are scheduled during week nine. Most classes, with exception to the MA in Psychology, meet one or two evenings per week. Classes are held from 6 PM to 10 PM.

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 their studies based on the credit hours accumulated. The majority of courses at Webster have a "value" of three credit hours.

What does a graduate degree cost for the 2016/2017 academic year? (SU 2016-SP II 2017)

Program	Duration	Total courses + credits*	per course fee	Program tuition fee
MBA, MA or MS	14 months – 2 years	12 -13 (37 credits)	EURO 2,160	EURO 26,640
MA in Psychology	2 years	14 (48 credits)**	EURO 2,160	EURO 34,560
* Assumes no prerequisite courses need be taken. Prerequisites courses will increase the duration of studies and the program tuition based on the additional per course fee. ** The Internship and Thesis courses in Psychology are worth 6 credits each - The university increases tuition fees on an academic year basis -Most course fees are for 3 credit hour courses including text books.				

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

Students should plan in advance on financing the full cost of their studies. Please refer to the scholarship and financial assistance brochure or visit the admissions and finance site: <http://webster.ac.at/financial-information> for more information. For more information on scholarship opportunities please visit our scholarship information website: <http://webster.ac.at/scholarships>

Currently enrolled students may apply for Webster work study positions. These positions provide partial tuition in return for work on campus, such as in administrative offices or the library.

Students employed full-time may deduct the expenses of their education from their taxes (depending on tax laws of the country the student pays taxes), if they can demonstrate that their coursework is necessary for their employment. Some of our students' coursework is sponsored either partially or fully by their employers. U.S citizens and green card holders may apply for U.S federal grants and loans. Veterans of the US military may qualify for Veterans Administration benefits.

Does Webster Vienna offer student housing?

Housing can only be reserved once a student has been accepted to Webster Vienna Private University and has signed and returned a housing contract with a €500 **housing deposit**.

Webster Vienna Housing is **optional for all incoming graduate students**. Residence Am Augarten on Heinestrasse has a central location in Vienna's second district and is within 7 min. walking distance of the campus. Single rooms: €3,600/per semester, double rooms: €2,800/per person/per semester.

For information, please see <http://www.webster.ac.at/current-students/housing-vienna>

Where can I get more information about Webster?

Webster regularly hosts events and tours for prospective students. Please visit our website at www.webster.ac.at to learn about upcoming events. Additionally, please call to make an appointment with an Admissions Officer to discuss your application.

When can I start my studies at Webster University Vienna?

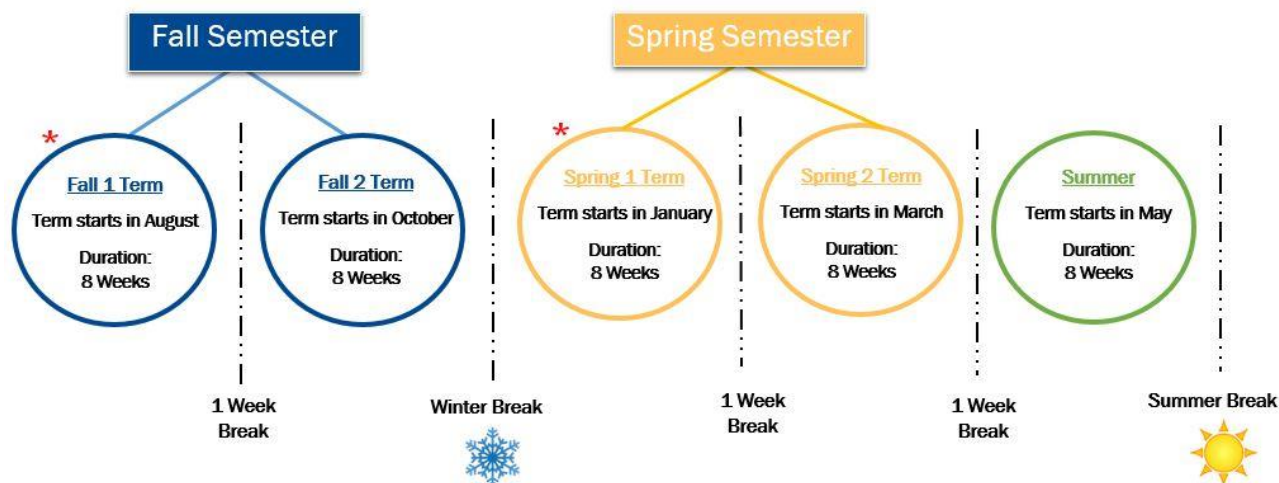
Business and Management degrees
International Relations
Psychology

Fall I, Fall II and Spring I
Fall I and Spring I only
Fall I only

When should I apply?

Webster University has rolling admissions, which means that applicants can apply throughout the year. Applicants who are currently completing their bachelor degree may submit their application before their degree is awarded. The preferred application deadlines are as follows.

Term Starting Dates		Priority Deadline for non EU citizens	Deadline for EU citizens
Spring I, 2017*	January 16 – March 10	September 1	December 1
Spring II, 2017	March 20 – May 12	November 1	February 1
Fall I, 2017*	August 28 – October 20	April 1	July 1



*- Indicates ideal term to begin studies

Application Instructions

1. Complete an application for admission online at <http://webster.ac.at/apply-now>

Non-refundable application fee: Please note an application fee of \$50, payable by credit card, is required to complete the application form online.

<http://webster.ac.at/registration-and-payment>

Once the online application form has been submitted or the Common Application received, **all documentation must be scanned and uploaded into the online application under "Supplemental Items."**

2. Official transcripts

An applicant must hold a bachelor degree from an accredited educational institution recognized by Webster, and meet all program admission standards.

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.

If an applicant is applying prior to completing a Bachelor degree, current transcripts should be uploaded.

If the applicant has completed a Bachelor degree, an official final transcript stating the degree received and the date conferred should be uploaded.

In addition to uploading transcripts to the online application, official transcripts must be sent **per post or per email from the issuing institution to Webster Vienna directly**. 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 considered official.

Applicants previously enrolled in graduate-level coursework must submit official transcripts of all graduate level work attempted. **Applicants for the MA in Psychology with emphasis in Counseling** must have completed a Bachelor Degree in Psychology.

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

Translations

Official transcripts and diplomas 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 TOEFL, IELTS, and Cambridge Advanced Certificate

TOEFL, IELTS, or Cambridge Advanced Certificate scores are required prior to admission. All applicants who are not native English speakers from the United States, Canada, Great Britain, Ireland, New Zealand or Australia, or have not completed their Bachelor degrees in these countries, are required to submit official scores from one of the above-mentioned English Proficiency exams.

Use the following institutional code for Webster University Vienna when requesting official score report for the TOEFL test: 0547

Please refer to the following chart for information on minimum required scores:

TOEFL minimum scores

89	Internet-based TOEFL
575	Paper-based TOEFL

IELTS minimum scores

6.5	IELTS Academic
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Cambridge Advanced Certificate

A - B	Cambridge Cert. in Advanced English
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4. A 400-word essay. Topics can be found online: <http://webster.ac.at/graduate-admissions/application-instructions>

Additionally:

MA in Psychology with emphasis in Counseling: Please submit a 600 word essay describing the applicant's history, academic and professional goals, and reasons for applying for the program.

MBA: Applicants to the MBA program are expected to have at least 2 years of full-time relevant work experience.

Internship, volunteer work and leadership activities may also be considered if a candidate is short of the full-time work experience as long as they contribute meaningfully to the candidate's profile.

While the university does not specify categories of expected work experience, applicants should elaborate on their work experience with an essay on the following topic:

Essay (minimum 600 words): In your essay, please describe your work experience in detail (work assignments, projects you worked on, accomplishments you achieved). Further explain how the MBA program fits your future career plans, i.e. how you expect it to contribute to your professional development.

All MBA applicants must submit this essay.

5. A resume or curriculum vitae demonstrating relevant work experience.

6. Two letters of recommendation submitted by a person familiar with the applicants' professional or academic experience. A template can be found online:

<http://webster.ac.at/graduate-admissions/application-instructions>

Applicants to the **MA in Psychology with emphasis in Counseling** should submit at least one professional and one academic reference.

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

8. Interview: For the MA in Psychology applicants only.

NOTE: All application documents submitted to Webster University Vienna become the property of the University and cannot be returned or reproduced. Please make copies for your records.

The Admission Decision

A decision regarding your admission will be made after you have submitted all required documentation.

The admissions team assesses your potential for academic success at Webster based on the following:

- The academic performance during the bachelor degree
- The application essay
- Demonstrated level of English proficiency
- Recommendation letters

Upload your documents online as you apply online at <http://explore.webster.edu>, being sure to include the Vienna campus as your study location.

Webster Vienna's admission decision is communicated by email and letter. Please ensure that the mailing address on your application is valid and complete.



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