

## AUSTRIA

When you complete your application form, you will need to send supporting documentary evidence to us with your application. You can send original documents, which we will copy and return, but we would prefer to receive certified\* copies of documents, as original documents can be lost in the post.

***A certified\* copy is a photocopy of an original document. This copy must have been stamped and signed as being a true copy of the original by an official: a minister of religion, doctor, lawyer, civil servant, teacher/lecturer, police officer. The person certifying the copy must provide their name, job title, address and contact telephone number. The certifying person must not be a relative.***

Certified\* copies of documents required for each section would include (where needed):

### **Your personal details**

- ☐ Passport or ID card
- ☐ Marriage Certificate, **Heiratsurkunde**.
- ☐ Official letter of separation, **Scheidungsurkunde**.
- ☐ Court Ruling of Divorce, a copy of the letter from **Landesgericht**.
- ☐ Death Certificate of husband/wife, **Auszug aus dem Sterbeeintrag**.

### **Student's estimated income and financial obligations**

- ☐ Evidence from your Social Security office/benefit provider for example **Mitteilung über den Leistungsanspruch** from **Arbeitsmarktservice** or **Bescheid** from **Pensionsversicherungsanstalt der Angestellten** or **Bescheid der Berufsunfähigkeitspension**),
- ☐ Salary/wage slips, **Lohn-/Gehaltsabrechnung** or **Lohnzettel**.

### **About your parents**

- ☐ A Court Ruling of Divorce, a copy of the letter from **Landesgericht**.
- ☐ An official document confirming separation.
- ☐ A Death Certificate, **Auszug aus dem Sterbeeintrag**.

### **Parents', step-parents', parent's partner's husband's, wife's or your partner's financial details**

Documents required for this section, which relate to income earned/received from 01/01/2010 to 31/12/2010 would include (where applicable):

- ☐ Income tax form(s), **Einkommensteuerbescheid** or **Lohnzettel**.
- ☐ Letter or statements relating to any Social Security Benefits for example **Mitteilung über den Leistungsanspruch** from **Arbeitsmarktservice** or **Bescheid** from **Pensionsversicherungsanstalt der Angestellten** or **Bescheid der Berufsunfähigkeitspension**.

#### **Deductions**

- ☐ **Private** pension plan – official confirmation of payments made from 01/01/2010 to 31/12/2010

#### **Dependant's details**

- ☐ Birth Certificate(s), **Geburtsurkunde**.
- ☐ National Identity Card, **Personalausweis/Reisepass**.