

Guidelines Social Fund ÖH Uni Wien



I. Personal requirements

1. Anyone can apply who
 - i. Is a regular or irregular **student at the university of vienna** with a **confirmation of study**
 - ii. Irregular students from Non-EU/EWR states **cannot** apply
(third country students can apply for funding from the ÖHs Anti-racism-fund : <https://oeh.univie.ac.at/antira-sozialfonds-antira-socialfonds>)
2. **Social indigence** is required in order to get funding from the social funds.
3. Applicants are not allowed to have received any funding **within the last twelve months from**
 - i. the social fund of the University of Vienna
 - ii. the Antira-social funds of the ÖH Uni Wien
 - iii. the social funds of the Austrian National Union of Students federal body of Representatives

Your **chances** of receiving funding is **heightend** if

1. you provide **bills** or cost estimates for specific distresses or strains (e.g. heating bills, student fees)
2. requirement to pay **student fees**
3. obligation to pay alimony for **children**
4. **Other reasons** for financial burden (e.g. alimony agreements, disability passport, Opferausweis|victim identity card)

II. Information regarding documents

Only submit copies! All documents have to be handed in filled in and personally at the Sozialreferat of the ÖH Uni Wien (Altes AKH|Spitalgasse 2-4|Hof 1|1090 Wien). There they are retained securely until they are processed.

Required documents:

1. Identity card
2. **Student record sheet**
3. **transcript of records/confirmation of examinations passed**
4. bank statements of the last three months
5. further proof of the current financial strain (e.g. Bills, confirmation of delayed rent payments)
6. if applicable: birth certificates of any children
7. if applicable: record of student fees
8. other reasons of financial burden (e.g. alimony agreements, disability passport, Opferausweis|victim identity card)

9. Written agreement of any person whose personal information is handed in with any submitted documents (e.g. bank statements of parents, illness of a relative etc)

Note:

- i. Agreement to the usage of your data by the Students federal body of Representatives
- ii. Agreement to the anonymised usage of any submitted data for statistical purposes
- iii. Confirming that all submitted information is right and complete
- iv. Agreeing that all data can be processed and used by the ÖH Uni Wien in relation with the social funds

Agreeing to these points is **obligatory**. Otherwise your application **cannot be processed** and will be declined.

If you provide any **personal information of other people** (illness of relatives, bank statement of relatives, etc) it is necessary due to protection of privacy, that you provide the **agreement of these people**. Otherwise we won't be able to process your application.

CHECK IF YOUR APPLICATION AND THE SUBMITTED DOCUMENTS ARE COMPLETE!

III. **Information about the funding sum**

The maximal sum is 500 Euros. This will only be paid in **exceptional cases**. (We reserve the right to judge situation in an independent panel)

The sum is subject to the amount of student fees and the added bills and invoices.

IV. **Information about payment**

The payment is **only** possible via **bank transfer**. It is of uttermost importance to submit the correct bank details.

Any funding received from the social funds does not have to be returned if all submitted information was correct.

Processing of applications can take between five to ten weeks.

V. **Blocking when providing false information**

Any submitted information that isn't truthful will result in that another application won't be possible for the next two years.