

Preparation Courses of WBI fit4fh KG



Info document
concerning the
fit4fh-preparation courses
in cooperation with



WBI Preparation Courses



Mein Weg
zum Studium



"Study without Matura" in only 3.5 months

-> Time saving of a whole year as well as at least 50% cost saving compared to similar trainings!

Key data / WBI



WBI - private training & further education company:
on the market since 8/2000:



- Management Mag. Walter Blaha:
 - Internationally certified trainer according to ÖNORM EN ISO/IEC 17024
 - Apprentice trainer according to § 29h (2) Vocational Training Act
 - Many years of activity at FHWien of WKW and FH of BFI Vienna
- Certifications / Trade License WBI:
 - certified for Vienna and Lower Austria according to cert-NÖ
 - Austria-wide certified according to ÖCERT
 - Trade licence "Management consultancy including business organisation".
- Long-term cooperation with FHWien of WKW and FH of BFI Vienna:
 - Preparatory courses "Studying without a Matura"
 - "fit4fh-Brush-Up-Courses" for BA-/MA- and MBA-students
 - "Preparation courses for foreign students"

The BA-study programmes of FHWien of WKW



- Content-Produktion & Digitales Medienmanagement
- Corporate Communication (ENGLISH!)
- Digital Business
- Finanz-, Rechnungs- & Steuerwesen
- Immobilienwirtschaft
- Journalismus & Medienmanagement
- Kommunikationswirtschaft
- Marketing & Sales
- Personalmanagement
- Tourismus-Management
- Unternehmensführung – Entrepreneurship



The BA-study programmes of UAS BFI Vienna



- Arbeitsgestaltung und HR-Management
- Bank und Finanzwirtschaft
- **Banking and Finance (ENGLISH!)**
- Europäische Wirtschaft und Unternehmensführung
- **European Economy and Business Management (ENGLISH!)**
- Film-, TV-, und Medienproduktion
- Interactive Media und Games Business
- Logistik und Transportmanagement
- Projektmanagement und IT
- Technisches Vertriebsmanagement



- Preparation for the subject-related requirements of the FH -> Entrance qualification for FH studies**
- Preparation for the additional exams** in English and mathematics
- Tailor-made training** for the college sector
- entrance requirement for the FH-study achievable in only 3,5 months!**

Admission to all courses of study of FHWien of WKW & UAS BFI Vienna:

- general university entrance qualification (school leaving certificate) or
- foreign nostrified certificate or
- University Entrance Examination

or alternatively:

- positively completed **additional WBI examinations** in the areas of **English C1** and **Mathematics 1** in accordance with §4(6) FHG

Admission requirements for the FH degree course



the educational background required for admission to the preparatory course:

- A-Level / High School Diploma or equivalent
- advanced English language skills
- IMPORTANT: please ask the FH to confirm the admission to the VBL and the course of studies by**

mail: FHW: servicepoint@fh-wien.ac.at

BFI: admission@fh-vie.ac.at

A certificate template from FH WIEN DER WKW. It includes the FH logo, the title 'FH WIEN DER WKW', the date 'Wien, 9. August 2016', and the heading 'Bestätigung Zugangsvoraussetzungen'. The main text reads: 'Hiermit bestätigen wir, dass [] die Zulassungsvoraussetzungen zum Besuch der fit4fh-Vorbereitungslehrgänge erfüllt.' Below this, it states: 'Als Grundlage hierfür dient die Vorlage des Abschlusszeugnisses einer BMS.' At the bottom, there is a circular stamp of the 'Studienzentrum der Wirtschaftskammer Wien' and the text 'Mit freundlichen Grüßen'.

Access Requirements:

- A-Level / High School Diploma
- advanced English language skills

Study without Matura

Preparatory course - WBI

Additional exams

Matura

Admission procedure - FH

1. computer-based test (advantage VBL!)
2. course-specific part:
 - Interview, letter of motivation

end of June
both passed

Recorded

Start of studies in the same autumn

Application and registration for the courses



Course Registration:

- Online **registration on the WBI website**
(<https://www.fit4fh.com/anmeldung>)
- after payment/course fee: **fixed place in the preparatory course**

Registration for the course (from mid-January):

- Registration online on the website of the FH
Access to the **online application form**
- Fill in the online application form and send it to the FH with all the necessary documents.
- Admission requirements/application will be checked by the FH Info to applicant

Dates



- Summer semester (beginning of March - middle of June)
- The courses are conducted as **distance-learning events (video meetings, downloads, etc.)** in combination with some attendance dates (**kick-off event per subject, final exam**).
- Subjects: English, Mathematics
- Duration: 1 semester (3.5 months)
 - 1 time / week: 18:30 - 21:30 hrs (engl.)
 - every 2nd Saturday 09:30 - 14:30 hrs (maths)

Course content English



English: Aimed at level C1 according to the Common European Framework of Reference (CEFR) for languages:

- Listening comprehension
- Reading comprehension
- Writing
- Speak
- Topics



- You will attend the Distance Learning B2 English Program of “[Studieren ohne Matura](#)” and **additional Zoom-Meetings** will be held to upgrade you to Level C1.
- You will also receive **additional literature** to be able to upgrade to Level C1.

Literature:

Literature: Cambridge Academic English C1: Advanced.
Student*s Book, Martin Hewings, Craig Thaine ISBN 913-3125402881

Mathematics 1:

- 1) Mathematical basics
- 2) Percentage calculation
- 3) Simple interest calculation
- 4) Compound interest calculation
- 5) Present/future value of annuities
- 6) Mortgage payment calculation
- 7) Net present value of annuities
- 8) Equations & inequations
- 9) Linear functions
- 10) linear programming

You will attend the Distance Learning Mathematics Program of “[Studieren ohne Matura](#)” (in German) and receive **additional explanations, learning-videos and literature in English language.**



Literature Mathematics:

- Schaum's Outline of Mathematical Methods for Business and Economics (Schaum's Outline Series), Paperback, by Edward Dowling, McGraw-Hill (20 Aug. 2009) ISBN 978-0071635325, Chapter 1,2,3,4 and 7

The additional tests



written examinations in attendance in Vienna:

- Mathematics: 18:30 - 21:30
- English: 18:30 - 21:30

oral examinations in Englisch via Zoom:

- approx. 15 min / compartment



- Assessment:**
 - according to the Austrian grading system
 - 100 points per subject area
 - > 50 % both oral and written required for positive conclusion

 - full certificate: valid indefinitely

- Retests:**
 - 2 repetitions possible

Costs



- English: 600 €
- Mathematics: 600 €

Payment in instalments possible (at the beginning of the course everything must be paid in)

- Repeat exams per area: 130 €

3 steps to your place in the VBL:

1) Clarification of previous education with the UAS:

FHW: servicepoint@fh-wien.ac.at

BFI: admission@fh-vie.ac.at

2) Registration for preparatory courses:

<https://www.fit4fh.com/anmeldung>

3) Payment (deposit) of the course fee:

[according to automatic reply mail](#)

Preparation courses of WBI fit4fh KG

**see you soon
at the shortest
way to study!!!**



Be smart.
Be fit4FH.



**If you have any further questions,
please do not hesitate to contact us:**

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Managing Director / WBI fit4fh KG**

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