

## Information for foreign lecturers

### Information on tax liability:

Lecturers conclude a contract of employment with the University of Art and Design Linz and are subject to Austrian legislation. Therefore, they are initially liable to tax in Austria according to Austrian law.

Austria has, however, concluded double taxation treaties with a number of countries. Some double taxation treaties also contain special provisions for fixed-term teaching positions of university lecturers.

To determine your tax liability, we would ask you to fill in the attached “Declaration of Tax Liability” form, sign it, and send it to the Personnel Department ([personalabteilung@ufg.at](mailto:personalabteilung@ufg.at)) before your first day of work.

<https://www.bmf.gv.at/themen/steuern/arbeitnehmerinnenveranlagung/allgemeines-zur-lohn-und-einkommenssteuer/persoenliche-steuerpflicht.html> (German only)

### Information on social insurance contributions:

Lecturers are compulsorily insured by the Austrian Insurance Fund for Civil or Public Servants (BVAEB) and are thus subject to the special scheme for public employees in Austria.

<https://www.bvaeb.at/cdscontent/?contentid=10007.854755&portal=bvaebbportal>  
(German only)

### Information on visas/residence permits

- Third-country nationals from non-EEA/EU countries require a Visa D to stay in Austria for up to six months. If they wish to stay longer, they require a residence permit as a “gainfully employed person”. The Austrian representative authorities abroad are responsible for issuing visas and handling the relevant applications.  
Proof of a valid residence permit / visa for the entire duration of the employment contract must be sent to the Personnel Department before the first day of work.
- For stays of longer than three months in Austria, EEA/EU citizens require a “confirmation of registration” which can be obtained from the municipal authorities of the City of Linz or from the appropriate district administration authority (mandatory residence registration according to the Settlement and Residence Act). The confirmation of registration must be sent to the Personnel Department.

[https://www.oesterreich.gv.at/themen/leben\\_in\\_oesterreich/aufenthalt/3/2.html](https://www.oesterreich.gv.at/themen/leben_in_oesterreich/aufenthalt/3/2.html)  
(German only)