

## Guide on how to make the payment

Dear Student,

MUonline is the information management system of Montanuniversität Leoben (<https://online.unileoben.ac.at>). **Registration for courses and examinations** (you must register yourself) is only possible via this system and **only after full payment of the tuition fee**.

- Make sure to pay before the **deadline**. If your payment is not received on time, you may be deregistered from the university.
- Make the online payment using your **payment reference** number. Bear in mind that the number changes every semester. If the payment reference is incorrect or missing, your payment cannot be allocated to your student account.
- Transfer your tuition fee to the **university's official bank account**. It might take 2–3 business days for the payment to be registered on the system.
- For payments made from abroad: Ensure that all international fees are covered and the tuition fee amount is fully transferred.
- Once the payment has been received, your degree programme will be officially registered for the current semester.
- If you are enrolled at several universities and their payment slips indicate different amounts, please pay the higher amount to the university that requires it. The payment will automatically be reflected at the other universities.

Your **student ID number** is your unique identification number at the university.  
Don't forget to check your **tuition fee** every semester as the amount may change.

Further information: <http://www.unileoben.ac.at>

## Tuition fee for the semester 20xx

Montanuniversität Leoben

AT726000000096061156

BAWAATWW

Max Mustermann  
Musterstraße 1  
1234 Musterstadt

Your **personal information** will be displayed here.

This **tuition fee** may change annually. Always indicate the exact amount.

xxx,xx

Make sure to always observe the **deadline**. Without timely payment, you will be **exmatriculated**.

The **payment reference** identifies your payment and links it to your account

Tuition fee for the semester 20xx

**Payment deadline:**  
31.03./31.10.

**Payment reference:**  
xxxxxxxxxxxx

**Mat.Nr.:** xxxxxxxx

This is your **student ID number**

Montanuniversität Leoben

AT726000000096061156

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Tuition fee for the semester 20xx

**Attention:** The payment reference **changes every semester**. Without the correct reference, your payment cannot be properly allocated.

The **transfer** must be made to this account of the university

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