

INFORMATION SHEET PRINTCARD for STUDENTS

Every student of the Academy is entitled to a personalized print card.

The Academy gives **you a credit of €7**, this are 100 pages A4 in black/white.

Conditions for a print card:

- Reported students
- Active students account (AkademieOnline)

How do I get my print card?

- Students register for this service in the office of their institute
- To pick up your print card you need a valid student ID or an official photo identification
- Damaged cards will be replaced for free
- If you lose the printcard a fee of 25 € is payable. It will not be returned even if the card is returned.
In case of theft a new card is issued free of charge upon presentation of the theft-notification.
- Credits can be bought at any institute
- The print jobs can be picked up at all integrated Printers (multifunction devices)
- The print jobs must be created as a registered user. The printing as a local user is not possible.
- Print jobs remain for 24 hours on the print server, then they are deleted
- Scanning is **free** (you can scan to **email** or **USB**)

Printing and copying costs:

Print/Copy	EUR
B/W A4	0,07
B/W A3	0,14
COL A4	0,21
COL A3	0,42

Please contact the Information Communication Technologies Department (ZID) with any problems or questions at support@akbild.ac.at or 01/58816-1717.