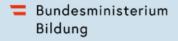


Assistance for parents and legal guardians

GCCs acceptance, payment and exemption

Version: September 2024







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Important note:

In the event of any contradictions, deviations or ambiguities, only the German version shall prevail. The translated version shall serve information purposes only.

Screenshots may differ slightly from the live version due to regular updates to the online form.

1. Overview

In this letter, you will find step-by-step instructions on how, after receiving the GTC and payment information, and using the form https://prs.digitaleslernen.gv.at to proceed with confirming the GTC and making payment, or be exempted from the personal contribution.

2. Receipt of GCCs and payment information

Around the time when school starts, your school will provide you, as a parent or legal guardian, with a document containing information on the General Conditions of Contract (GCCs) for supplying a digital terminal of the federal government and for payment of own contribution. You can find a **template of this document** here and in our Media Centre.

In this document, you will find your payment reference and link to an online form https://prs.digitaleslernen.gv.at (Figure 1) for GCCs acceptance, payment of own contribution and submitting an application for exemption.

3. GCCs acceptance, payment of 25% own contribution or application for exemption

For the GCCs acceptance, payment of own contribution or to submit an application for exemption, please use the following link: https://prs.digitaleslernen.gv.at
It will take you to this page:



Figure 1: Homepage of prs.digitaleslernen.gv.at

First, please enter your payment reference in the online form (Figure 2).
 The payment reference (max. 17 characters, numbers and small letters only) can be found in the payment information which you have received from your school. We would like to emphasise that letter "I" must be interpreted as a small "L" and not as a capital "i". Likewise, character "0" must always be interpreted only as number zero and not a capital "o".



Figure 2: Enter payment reference

3.1. Disclosure of basic information

- Then, please enter **your data** (Figure 3).
- Please, make sure that you enter all data correctly.

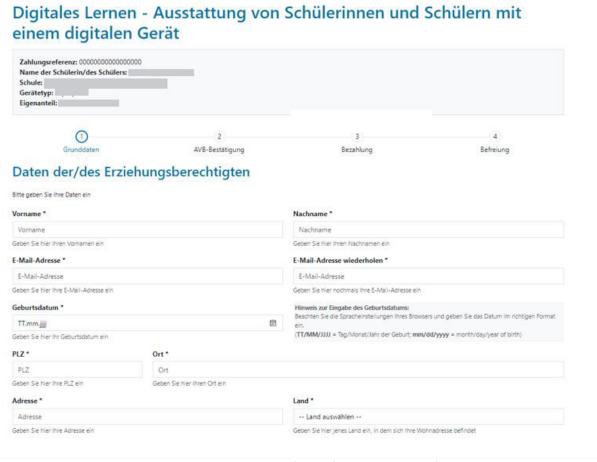


Figure 3: Entering the basic data (data of the legal guardian)

- In particular, it is necessary to make sure that the e-mail address is entered correctly twice. Therefore, kindly check this very carefully. If the e-mail address entered twice is not exactly the same, an error message will pop up in the form.
- Please, enter the date of birth exactly in the format specified (DD.MM.YYYY), so that the system can recognize it correctly. This is especially important, if you, for example, leave the form after the GCCs acceptance and call it up again later. To be able to re-enter the form with your payment reference, you must get verified by the date of birth you provided when you first entered. Caution: If your browser is set to a language other than German, the date of birth may have to be entered in a different format (see Figure

3 for the English version). The residential address is also very important: if, for example, e-mails cannot be delivered to you for any reason, you will be contacted by post. Therefore, it is of utmost importance that the address is entered correctly. This also means that the address must only contain letters and numbers to be accepted. In the field "state", please enter the federal state where your place of residence is located.

You can see an example of a **correctly completed form** here (Figure 4):

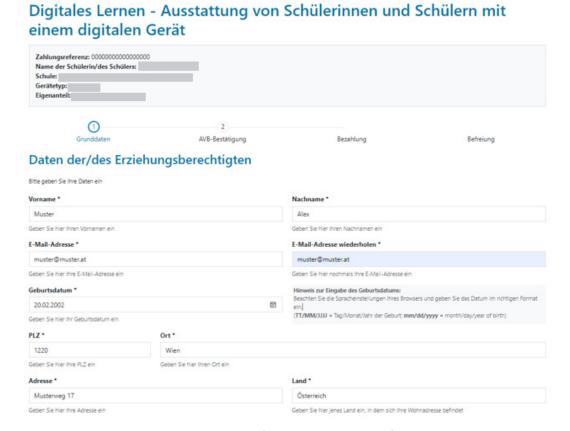


Figure 4: Example of a correctly completed form

You must now confirm that your data is correct. This is to ensure that no incorrect data has been entered. Once you have checked your entries, please click on "I confirm that my details are correct" and click on "Continue" (Figure 5).

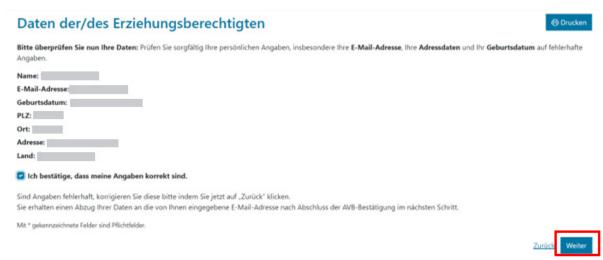


Figure 5: Data of legal guardians

3.2. GCCs confirmation

Infobox:

The school has been instructed to handover the digital device, only if parents or legal guardians signed the GCCs. By accepting the GCCs you undertake to pay own contributions in the amount of 25% of the price paid for the device by the federal government (cf. Article 5(2) Federal Law on Financing the Digitalization of School Education (SchDigiG)). The device costs approximately EUR 100 to 130 and can slightly vary depending on its type. You can find more details about device costs per type at <u>digitaleslernen.oead.at/geraete.</u>

In the next step, please accept the General Conditions of Contract (GCCs) digitally (Figure 6). The acceptance of the GCCs is a prerequisite for receiving a device.

Allgemeine Vertragsbedingungen (AVB)

Ich bin Erziehungsberechtigte bzw. Erziehungsberechtigter der oben genannten Schülerin bzw. des Schülers und stimme durch Aktivierung des Kästchens am Ende dieses Absatzes den Allgemeinen Vertragsbedingungen (AVB) zur Ausstattung mit digitalen Endgeräten des Bundes uneingeschränkt zu und verpflichte mich nach den Bestimmungen des Bundesgesetzes zur Finanzierung der Digitalisierung des Schulunterrichts (SchulDigiG) zur Zahlung des Eigenanteils.



Figure 6: Confirm GCC

IMPORTANT: By accepting the GCCs you also undertake to pay own contribution.

Next, please pay own contribution (cf. Section 3.3.) OR apply for an exemption from own contribution (cf. Section 3.4.).

NOTE: If you have already paid own contribution outside the online form, for example by post or online banking, you don't have to carry out the payment again in an online form. In this case, you can log out by clicking the blue "log out" tab (in the upper right corner) after the acceptance of the GCCs and close the online form. Acceptance of the GCCs has thus been successfully submitted. If necessary, you can log into the form again to check if the acceptance of the GCCs has been executed (cf. Section 3.5).

3.3. Payment of own contribution

Please, use the online payment function in an online form, if possible.

You must observe the following steps, if you pay via the online form:

- Please note that the payment period of 3 weeks from the date when the payment **information was issued** must be complied with.
- Before you pay via the online form, please enter an e-mail address (Figure 7) to which the payment confirmation will be sent after payment has been made. However, this field is not mandatory. Should you not complete it, you will not receive a payment confirmation.

Digitales Lernen - Ausstattung von Schülerinnen und Schülern mit einem digitalen Gerät

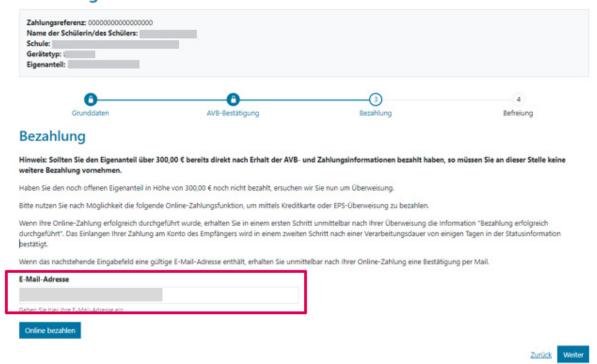


Figure 7: Enter your preferred e-mail address to receive payment confirmation

- Then click on "pay online".
- The following methods of payment are available to you for the payment of own contribution via the online form: (Figure 8)
 - Credit card (VISA or Mastercard)
 - Online banking (EPS-transfer)

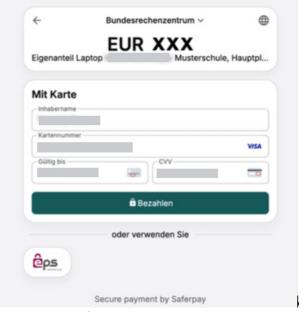


Figure 8: Payment types

 Once payment has been made, a new page opens with the information "The payment of your personal contribution has been successfully completed" (Figure 9). If you have provided an e-mail address, you will additionally receive payment confirmation to this e-mail address.



Figure 9: Payment successfully completed

NOTE: Obviously, you are free to pay own contribution by another method, e.g. by post or online banking. When you carry out the payment of own contribution, please ensure that by all means you provide the **payment reference** which is printed on the payment information and that you comply with the **payment period of 3 weeks from the date when it was issued**.

To possibly avoid the errors in allocation of your payment to your child, the **payment via this** online form should preferably be selected.

3.4. Exemption from own contribution

- The "Digitalisation of School Education Act" (<u>SchulDigiG</u>) provides for the possibility of exemption from this personal contribution. You can find the reasons for exemption at digitaleslernen.oead.at/exemption
- If you are eligible, please click on "Continue" on the payment page to submit an application for exemption from the personal contribution (Figure 10).
- Please note that an application for exemption from own contribution must be submitted until the end of the respective school year. You can find the deadlines at digitaleslernen.oead.at/fristen.



Figure 10: Applying for exemption

You are now requested to enter personal data again. If you have completed this step directly after filling in the basic information and acceptance of the GCCs, the personal data are already pre-filled in this view. If you are returning to the online form now, please fill in this data again (Figure 11).

NOTE: As in the case of disclosure of basic information (see Section 3.1.), please ensure that all data are entered correctly.

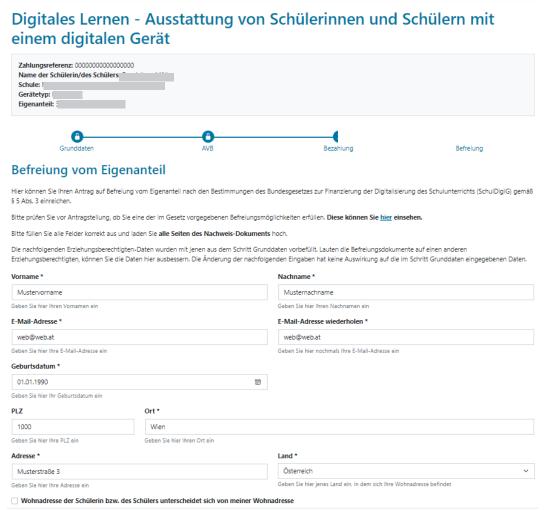


Figure 11: Personal data during the personal contribution exemption step

Select a reason for exemption which is relevant for your application (Figure 12) and upload one or more official document(s) (decision(s)) as evidence, that the exemption is applicable (Figure 13).

IMPORTANT:

- All pages of official documents (decisions) must be uploaded. Only full decisions which confirm the acquisition of one of the benefits mentioned (reasons for exemption), can be used for submitting the application.
- One of the reasons for exemption must already apply when the application is submitted.
- This means that on the day when the application is submitted, the minimum benefit or another legally prescribed reason for exemption must already be obtained/applied. It is

important that you upload all pages of your decision, otherwise the application for exemption cannot be successfully completed. Please note that, the application for exemption from own contribution must be submitted until the end of the respective school year.

Ich stelle einen Antrag auf Befreiung vom Eigenanteil nach den Bestimmungen des Bundesgesetzes zur Finanzierung der Digitalisierung des Schulunterrichts (SchulDigiG) auf Grund ☐ Bezug einer Beihilfe gemäß der §§ 9, 11 oder 20a des Schülerbeihilfengesetzes 1983, BGBl. Nr. 455/1983 oder § 1 des Studienförderungsgesetzes 1992, BGBl. Nr. 305/1992, durch ein mit der Schülerin oder dem Schüler im gleichen Haushalt lebendes Geschwisterkind im vorangegangenen Schuljahr (§ 5 Abs. 3 Ziffer 1 SchulDigiG). Bezug von Mindestsicherung, Sozialhilfe oder einer Ausgleichszulage gemäß § 292 des Allgemeinen Sozialversicherungsgesetzes (ASVG), BGBI. Nr. 18/1956, § 149 des Gewerblichen Sozialversicherungsgesetzes (GSVG), BGBI. Nr. 560/1978, oder § 140 des Bauern-Sozialversicherungsgesetzes (BSVG), BGBI. Nr. 559/1978 durch den Haushalt in welchem die Schülerin oder der Schüler lebt (§ 5 Abs. 3 Ziffer 2 lit. a) SchulDigiG). Bezug von Notstandshilfe gemäß § 33 des Arbeitslosenversicherungsgesetzes 1977, BGBI. Nr. 609/1977, durch den Haushalt in welchem die Schülerin oder der Schüler lebt (§ 5 Abs. 3 Ziffer 2 lit. b) SchulDigiG). O Vorliegen einer Befreiung von der Beitragspflicht gemäß § 4a des ORF-Beitrags-Gesetzes 2024, BGBI. I Nr. 112/2023 (§ 5 Abs. 3 Ziffer 3 lit. a) SchulDigiG). 1 Vorliegen einer Anwendung des § 72a des Erneuerbaren-Ausbau-Gesetzes, BGBl. I Nr. 150/2021 (§ 5 Abs. 3 Ziffer 3 lit, b) SchulDigiG). 🔘 Vorliegen einer Zuerkennung eines Zuschusses zu Fernsprechentgelten des Fernsprechentgeltzuschussgesetzes, BGBI. I Nr. 142/2000 (§ 5 Abs. 3 Ziffer 3 lit. b) SchulDigiG). ○ Vorliegen einer vollen Erziehung im Sinne der Kinder- und Jugendhilfegesetze der Bundesländer (§ 5 Abs. 3 Ziffer 4 SchulDigiG). 1 Anmerkung: Zum Zeitpunkt der Antragstellung gültige Befreiungsbescheide zu GIS-Rundfunkgebühren werden als Begründung für eine Befreiung vom Eigenanteil akzeptiert. **Figure 12:** Selection of reasons for exemption. Nachweisdokumente hochladen Bitte laden Sie eine bis maximal fürf Köplein) eines amtlichen Dokuments, insbesondere einen Bescheid zu den oben genannten Befreiungsmöglichkeiten hoch. Bitte laden Sie alle Seiten des Dokuments hoch. Die bearbeitende Stelle benötigt vollständige Dokumente für die Prüfung Ihres Antrags Zulässige Dateitypen sind PDF, JPG, PNG, TIFF. Die Dateigröße darf pro Datei maximal 3M8 betragen. Es können maximal 5 Dateien hochgeladen werden. Datel(en) ausgewählt Hinweis: Für den neuerlichen Login in https://prs.digitalesiernen.gv.at benötigen Sie die Ihnen bekannte Zahlungsreferenz und das von ihnen in den Grunddaten erfasste Mit * gekennzeichnete Felder sind Pflichtfelder.

Figure 13: Upload verification documents

Confirm the mandatory fields marked with * and click on "Continue" (Figure 14).

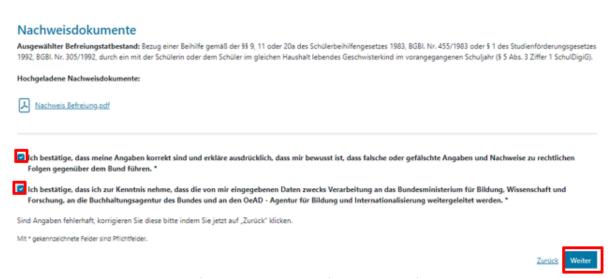


Figure 14: Verification documents Confirm mandatory fields

As soon as you successfully submit the application for exemption, you will receive a confirmation to the e-mail address you have provided. Moreover, a new page which reads "We have received your application for exemption" will open (Figure 15).



Figure 15: Exemption request successfully submitted

If you have forgotten to upload all pages of the official document or you would like to submit more documents, you can do so by re-entering the form (see Section 3.5.) and adding your documents under "Upload verification documents" (Figure 16). More documents can be uploaded, on condition that the Austrian Federal Accounting Agency (BHAG) has not yet sent any information on the approval, rejection or correction of your application to the e-mail or postal address you provided.

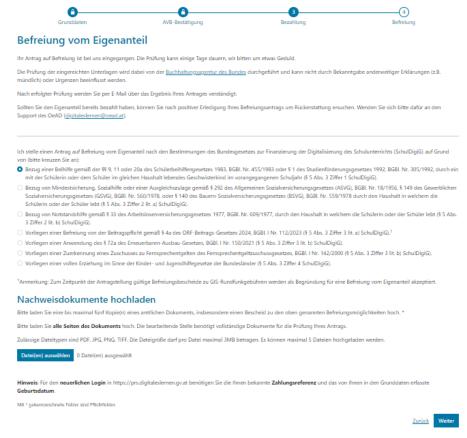


Figure 16: Submission of verification documents

- The Austrian Federal Accounting Agency (BHAG) will notify you by sending information to the e-mail or postal address you provided, whether your application is approved or rejected or if a correction is required.
- Should you need to amend your application, please also add your documents under "Upload verification documents" (Figure 16).

3.5. Return to the form

If you have already logged in once and you would like to return to the form later, you must enter the date of birth (of the legal guardian(s)) which you had entered before in the process of GCCs acceptance (Figure 17).



Figure 17: For verification purposes enter date of birth