= Oead Digitales Lernen

Assistance for parents and legal guardians

GCCs acceptance, payment and exemption, device handover

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1. 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** at https://digitaleslernen.oead.at/muster-avb-zahlungsinfo

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

2. 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: <u>https://prs.digitaleslernen.gv.at</u> It will take you to this page:

intern algitalen oorat	
Sehr geehrte Erziehungsberechtigtel	Allgemeine Vertragsbedingungen (AVB)
Im Rahmen des Projektes Digitales Lemen wird Ihr Kind mit einem digitalen Endgerät ausgestatet. Dieses Gerät sowie die erforderliche Software verwendet Ihr Kind im Unterricht. Das Eigentum am Gerät geht an Ihr Kind über. Diese Initiative wird nach den Bestimmungen des <u>Bundesgesetzes zur Finanzierung der</u> Digitaliserung des Schulunterrichts (SchDigiG, Ld.g.F. zuletzt geändert mit <u>BCBL</u> I.N. 52/2022) umgesetzt. Mit den <u>Allgeminien Vertragskedingungen (VRV)</u> wird das Bechtsverhältnis zwischen Schülerin bzw. Schüler, den Erziehungsberechtigten und dem Bund zu Übergabe und Nutrung der vom Bund angeschäften digitalen Endgeräte begründet. Im Folgenden bitten wir Sie, den AVB zuzustimmen und den Eigenantell in Hohe von 25% des vom Bund für das digitale Gerät bezählten Preises (sheh auch 55 höstat 2 SchDigiC) zu bezahlten oder – im Falle einer Anspruchsberechtigung – einen Antrag auf Berfeiung vom Eigenanteli nach den Bestimmungen des Bundesgesetzes zur Finanzierung der Digitalisierung des Schulunterichts (SchDiglG) gemäß 5 5 Abs. 3 einzureichen. Die vom Gesetzgeber vorgegebenen Befreiungsmöglichkeiten können Sie <u>hier</u> einsehen.	WICHTIG: Die Unterzeichnung der AVB ist eine Voraussetzung für den Erhalt des Gerats. Bitte beachten Sie auch die Angaben auf Ihrem Informationsschreiben. Kontakt: Support der Gerateinitiative "Digitales Lernen" des OeAD: digitalesiennen@oead.at Webselte des OeAD: digitalesienne.oead.at Hiffestellung AVB-Bestätigung, Bezahlung, Befreiung: digitalesiernen.oead.at/hilfestellung
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it * gekennzeichnete Felder sind Pflichtfelder	

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".

Zahlungsreferenz *	
Zahlungsreferenz	
Bitte geben Sie die in den Zahlungsinformationen angeführte Zahlungsreferenz eir dass die Zahlungsreferenz ausschließlich aus Zahlen und Kleinbuchstaben besteht.	n. Bitte beachten Sie,
	Anmelden

Figure 2: Enter payment reference

2.1. Disclosure of basic information

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

Zahlungsreferenz: 0000000000 Name der Schülerin/des Schüler Schule: Gerätetyp: Eigenanteil:	000000 Is:		
() Grunddaten Daten der/des Erz	2 AV5	Bezahlung	- 4 Befreiung
itte geben Sie Ihre Daten ein			
/orname *		Nachname *	
Vomame		Nachname	
Geben Sie hier Ihren Vornamen ein		Geben Sie hier Ihren Nachnamen ein	
-Mail-Adresse *		E-Mail-Adresse wiederholen *	
E-Mail-Adresse		E-Mail-Adresse	
ieben Sie hier Ihre E-Mail-Adresse ein Geburtsdatum *		Geben Sie hier nochmals ihre E-Mail-Adresse ein	
tt.mm.jjjj			
ieben Sie hier Ihr Geburtsdatum ein			
PLZ	Ort *		
PLZ	Ort		
ieben Sie hier Ihre PLZ ein	Geben Sie hier Ihren Ort ein		
Adresse *		Land *	
Adresse		Land auswählen	~
eben Sie hier Ihre Adresse ein		Geben Sie hier jenes Land ein, in dem sich Ihre Wohnadres	se befindet
Ait * gekennzeichnete Felder sind Pflichtf	elder		Weiter

Figure 3: Enter basic information (data of the parent(s)/legal guardian(s))

- 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 entered it first.
- 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):

Zahlungsreferenz: 000000000 Name der Schülerin/des Schü Schule: Gerätetyp: Eigenanteil:	0000000	
Grunddaten	2 AVB	Bezahlung Befreiung
Daten der/des Er	ziehungsberechtigten	
Vorname *		Nachname *
Muster		Alav
Geben Sie hier Ihren Vornamen ein		Geben Sie hier Ihren Nachnamen ein
F-Mail-Adresse *		F-Mail-Adresse wiederholen *
muster@muster.st		
Geben Sie hier Ihre E-Mail-ådresse ein		Gaban Sia hiar northmals Ibra F. Mail-Adressa ain
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FLZ -		
Gaban Sia hiar Ibra DI 7 ain	Geben Sie hier Ibren Ort ein	
Adapase *	Geben sie nier inten Ort ein	1-24
Auresse *		
Musterweg 20		Caluan Sia hinr Jand ain in dam sich ling Wahn dersen hafferdet
Mit * gekennzeichnete Felder sind Pflic	htfelder	Weiter

Figure 4: Example of a correctly completed form

4

2.2. GCCs acceptance

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 (<u>SchDigiG</u>)). The device costs approximately EUR 100.00 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 5). The acceptance of the GCCs is a prerequisite for receiving a device.

1	2	3	4
Grunddaten	AVB	Bezahlen	Befreiung
Aligemeine Vertragsber Ich bin Erziehungsberechtigte bzw. Erziehungsbe Alizemainen Vertragsberdingungen (AVB) zur Au zur Finanzierung der Digitalisie ung des Schulur Ich akzeptiere die <u>AVB</u> *	aingungen (AVB) erechtigter der oben genannten Schülerin I sstattung mit digitalen Endgeräten des Bur iterrichts (SchDigiG) zur Zahlung des Eigen	vzw. des Schülers und stimme durch Aktivierung ides uneingeschränkt zu und verpflichte mich n anteils.	g des Kästchens am Ende dieses Absatzes den ach den Bestimmungen des Bundesgesetzes
Mit * gekennzeichnete Felder sind Pflichtfelder			Zurück Avo bestatigen

Figure 5: Acceptance of GCCs

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

Next, please pay own contribution (cf. <u>Section 2.3</u>.) **OR** apply for an **exemption from own** contribution (cf. <u>Section 2.4</u>.).

NOTE: If you have already paid own contribution outside the online form, for example by postal order or online banking, you **don't** have to **effect 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 2.5).

2.3. Payment of own contribution

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

IMPORTANT: If you have already paid own contributions outside the online form, for example by postal order or online banking, you **don't** have to **effect 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.

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 provide an e-mail address to which the payment confirmation will be sent after successful payment. However this field is not obligatory. If you do not fill it in, you will not receive any 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:
 - Credit card (VISA or Mastercard)
 - Online banking (EPS-transfer)
- After successful payment, a new page opens with the information "**Payment of own** contribution has been successfully completed" (Figure 6) and you receive a payment confirmation to the e-mail address you provided, if you have provided an e-mail address.



Figure 6: Successfully completed payment

NOTE: Obviously, you are free to pay own contribution by another method, e.g. by postal order or online banking. When you effect 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**. If you pay own contribution by online banking, you can use the **QR code** printed on the payment information **when you make your transfer**. The payment information will then be automatically taken over to the payment screen of your online banking.

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

2.4. Exemption from own contribution

- The Federal Law on Financing the Digitalization of School Education ("SchDigiG") provides for the possibility of exemption from own contribution. You can find the reasons for exemption at <u>digitaleslernen.oead.at/befreiung</u>
- If you are entitled to this benefit, please click on "**apply for exemption**", to submit an application for exemption from own contribution (Figure 7).

•	•		
Grunddaten	AVB	Bezahlung	Befreiung
Bezahlung			
Hinweis: Sollten Sie den Eigenanteil über : weitere Bezahlung vornehmen.	€ bereits direkt nach Erhalt der AVE	- und Zahlungsinformationen bezahlt haben,	so müssen Sie an dieser Stelle keine
Haben Sie den Eigenanteil in Höhe von	i noch nicht bezahlt, ersuchen wir Sie nun	um Überweisung.	
Bitte nutzen Sie nach Möglichkeit die folgende	Online-Zahlungsfunktion, um mittels Kred	itkarte oder EPS-Überweisung zu bezahlen.	
Wenn Ihre Online-Zahlung erfolgreich durchgef durchgeführt". Das Einlangen Ihrer Zahlung am bestätigt.	ührt wurde, erhalten Sie in einem ersten S Konto des Empfängers wird in einem zwei	chritt unmittelbar nach Ihrer Überweisung die In ten Schritt nach einer Verarbeitungsdauer von ei	formation "Bezahlung erfolgreich inigen Tagen in der Statusinformation
Wenn das nachstehende Eingabefeld eine gültig E-Mail-Adresse	ge E-Mail-Adresse enthält, erhalten Sie uni	mittelbar nach Ihrer Online-Zahlung eine Bestätig	gung per Mail.
E-Mail-Adresse			
Geben Sie hier Ihre E-Mail-Adresse ein			
Online bezahlen			
Gent 191			
Befreiung vom Eigenan	teil		
Das SchDigiG sieht die Möglichkeit zur Befreiun	g vom Eigenanteil vor.		
Die vom Gesetzgeber vorgegebenen Befreiungs Antrag auf Befreiung vom Eigenanteil zu stellen	möglichkeiten können Sie <u>hier</u> einsehen. I	m Falle einer Anspruchsberechtigung, klicken Sie	e bitte auf "Befreiungsantrag stellen" um einen
			Zurü <u>k</u> Befreiungsantrag stellen

Figure 7: Apply 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 8).

NOTE: As in the case of disclosure of basic information (see <u>Section 2.1</u>.), please ensure that all data are entered correctly.

Befreiung ung des Schulunterrichts (SchDigiG) gemäß sehen.
Befreiung ung des Schulunterrichts (SchDigiG) gemäß sehen.
ung des Schulunterrichts (SchDigiG) gemäß sehen.

Figure 8: Personal data in the step: exemption from own contribution

• Select a reason for exemption which is relevant for your application (Figure 9) and upload one or more official document(s) (decision(s)) as evidence, that the exemption is applicable.

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.
- Applications for exemption can be submitted **only via the online form**: <u>https://prs.digitaleslernen.gv.at</u>
- 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/apply. It is important that you upload **all pages** of your decision, otherwise the application for exemption cannot be successfully completed.



Figure 9: Selection of reasons for exemption.

Tick the mandatory fields marked with * and click on "send application for exemption" (Figure 10).



Figure 10: Upload evidence documents and tick 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 11).



• If you forget to upload all pages of the official document or you would like to file more documents, you can do so by returning to the form (see Section 2.5.) and adding your documents under "file more evidence documents" (Figure 12). 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 12: File more evidence 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.
- If a correction to your application is necessary, add your documents under "file more evidence documents" (Figure 11). You can see the relevant information on the status of your application in the "exemption" section of the online form.

2.5. 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 parent/legal guardian) which you had entered before in the process of ACCs acceptance (Figure 13).



Figure 13: Enter date of birth for verification

3. Delivery and handover of the devices to the school, start of warranty period

The devices are delivered to your school. As soon as the devices have been handed over to the school by the supplier, the **four year warranty period** of the devices starts. You will receive a **handover document**, which includes the information on the device, the serial number and the payment reference. You will need this data (serial number, payment reference) for later organizational procedures, e.g. warranty cases. The unambiguous allocation of the device to your child is guaranteed by the serial number of the device, which is also documented by the school. Please, ensure that you store the handover document safely and, if necessary, you have it at hand, even years after it was issued, to assert your warranty claim.

4. Handover of the devices to the students and optional insurance policy

When you have accepted the GCCs, your child receives the device from school.

Parents or legal guardians do not have to notify the school whether they have already paid for the devices or have applied for the exemption.

Usually, the devices are handed over in class. If the payment has been effected or the exemption has been obtained, the child also obtains the title to the device upon its handover. The devices remain the property of the students, even after they graduate from school or after they move to another school.

As a result, this is ownership for specified purpose: furthermore, the device is intended for use as work equipment in the context of school education. The responsibility for the device is also transferred to the students and their parents/legal guardians together with its title, the device must be ready to use for lessons. If the device breaks down, the parents or legal guardians must report a warranty case or arrange for a repair. An insurance policy is recommended and is also the responsibility of the parents or legal guardians.

→ <u>digitaleslernen.oead.at/garantie_versicherung</u>

5. Use of the devices in class and at home

The use of the device makes modern lessons possible, facilitates personalised learning, takes account of the modern everyday life of your child and offers many opportunities for designing lessons. Your child can also use the device at home. For this purpose, have a look at various tips from Saferinternet.at

→ <u>digitaleslernen.oead.at/tipps</u>