## **Contacting the School**

If parents seek information about their child, they may talk to the respective teacher during his/her office hour which is regularly held once a week. Office hour schedules are issued at the beginning of the academic year. Please schedule an appointment, email or by sending a note through your child. Parents of new LISA students are advised to contact the homeroom teacher (Klassenvorstand) after the first few weeks of school attendance. There is one homeroom teacher for each class who is in charge of coordinating administrative and teaching matters.

If there are issues please follow the following order of contacting the school:

- Subject teacher
- Homeroom teacher
- Lisa coordinator
- Headmaster

The school can be contacted at the following address:

## **Europagymnasium Auhof**

Linz International School Auhof - LISA

Aubrunnerweg 4, A-4040 Linz, Austria

E-mail: lisa@europagym.at

Web: https://lisa.europagym.at/

## LISA-Administration:

F: +43 (0)732 24 58 67 – 23 (Mo-Fr 8.00-10.00)

Europagymnasium Auhof:

T: +43 (0)732 24 58 67 - 12

T: +43 (0)732 24 58 67 - 22

F: +43 (0)732 24 58 67 - 17

## LISA-Career Advising:

careerguidance@lisa-school.at