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for the

Doctoral Programme in Natural Sciences

at the University of Graz

Curriculum 2019

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Curriculum
for the
Doctoral Programme in Natural Sciences



at the Faculty of Natural Sciences at the University of Graz

The legal bases for the Doctoral Programme in Natural Sciences at the Faculty of Natural Sciences are the Universities Act (UG) and the Statutes of the University of Graz. On 26 June 2019, the Senate issued the following curriculum for the Doctoral Programme in Natural Sciences at the Faculty of Natural Sciences in accordance with Section 25(1)10 UG.

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Section 1 Objectives and qualifications profile

- (1) Beyond preparing students for an academic career, the Doctoral Programme in Natural Sciences is also designed to give them the skills they need to conduct their own research and, by obtaining new knowledge independently, to advance to the forefront of cutting-edge research in one of the specialist areas of the Faculty of Natural Sciences at the University of Graz. The doctoral programme thus serves to develop junior researchers in the natural sciences.
- (2) Doctoral students acquire the skills required for academic work in a natural sciences research field through comprehensive and intensive study. They are trained to address current issues in the natural sciences through research projects, and to help advance knowledge in their branch of the subject at an international level through their own autonomous research. They also gain the skills they need for critical analysis and the evaluation and synthesis of complex ideas in their chosen area of expertise. Graduates are qualified for roles as early-career academics and researchers academic and non-academic institutions, enabling them to contribute to the development of the knowledge society within academic and professional contexts.

Section 2 Admission criteria

(1) First degrees

1. Admission to the Doctoral Programme in Natural Sciences at the Faculty of Natural Sciences is subject to the following prerequisites:
 - a. Completing a degree study or master's programme at an Austrian university in a subject relevant to the chosen doctoral thesis topic in accordance with Section 3(3) or
 - b. Completing a different degree study programme worth at least 240 ECTS credit points or a different master's programme worth at least 60 ECTS credit points or an equivalent study programme at a recognised Austrian or foreign post-secondary educational institution in a subject relevant to the chosen doctoral thesis topic in accordance with Section 3(3).
2. If equivalence is basically established and only certain individual additions are missing to achieve full equivalence, then admission can be granted under the condition that the examinations are passed. Study programmes that would require examinations to be passed worth more than 30 ECTS credit points in order to make them equivalent to a study programme in a relevant subject are not to be deemed equivalent to a study programme in a relevant subject.
3. The Rectorate is responsible for deciding on admissions to the doctoral programme.

(2) Language

Evidence of the level of German or English required to successfully pursue the study programme is required in order to be admitted to it. The form that this evidence is to take is to be stipulated in a set of regulations from the Rectorate.

Section 3 Registering for the doctoral programme

(1) Students are required to register with the dean of studies before they can be admitted to the doctoral programme.

(2) Candidates must submit the following together with their application for admission when they register:

1. Evidence that the admission criteria are met (previous degrees).
2. Synopsis of a planned doctoral thesis, specifying its (provisional) topic.
3. Specification of the intended compulsory and, if possible, elective courses.
4. Proposal for the doctoral school in which the doctoral programme is to be pursued.
5. Proposal for a supervisor, including the doctorate application form signed by the supervisor and programme applicant. By signing the doctorate application form, the supervisor and programme applicant confirm their supervisor-student relationship.

(3) The topic for the doctoral thesis must be taken from a subject already covered by doctoral programmes at the Faculty of Natural Sciences or in a doctoral school and must be chosen with the agreement of the supervisor, ensuring that there is a meaningful link with the first degree (2) already completed or taken from an existing list of proposals.

(4) If the doctoral thesis requires the use of an institute's financial or material resources, this shall only be permitted if the head of the relevant institute has been notified and does not forbid it due to significant impairment of teaching and research.

(5) The registration is to be passed on to the coordination team at the doctoral school under whose auspices the doctoral thesis is to be written.

(6) If any additional conditions need to be imposed, the coordination team will issue a statement on the doctoral candidate's application, in which the feasibility of the doctoral thesis, supervision by a supervisor, completion of the curricular part of the doctoral programme on the compulsory and, if possible, elective course are to be confirmed and defined in more detail.

(7) Through the admission process, it is deemed to have been agreed that the doctoral school to which the doctoral student is assigned shall be responsible for ensuring the feasibility of the doctoral thesis and the supervision of its content by a supervisor and that, as a basic principle, the curricular part of the doctoral programme will be completed, and any other requirements met.

Section 4 Courses and examinations

- (1) The following courses must be completed as a minimum in the curricular part of the Doctoral Programme of Natural Sciences:

1. Compulsory course:

Module A: courses in the relevant doctoral school in the field/sub-field to which the topic of the doctoral thesis is to be assigned, amounting to 6-9 ECTS credit points.

Modul B: doctoral candidate seminars in this doctoral school, amounting to 9-12 credit points.

Total from modules A and B: 18 ECTS credit points.

2. Elective courses:

Courses to be chosen based on their links to the topic of the doctoral thesis, amounting to 6 ECTS credit points. Elective courses can be taken from the field of the respective doctoral programme or a closely related field/sub-field as well as from women's and gender studies, philosophy, the philosophy of science or similar relevant fields as interdisciplinary education or interdisciplinary reflection. The dean of studies shall decide on what courses are admissible.

- (2) The maximum number of participants is 20 for seminars and lectures with exercise elements and 15 for doctoral colloquia, courses, laboratory exercises and exclusive lessons. If the stipulated maximum number of participants is exceeded in courses where presence is mandatory and part of the overall assessment, students shall be admitted to the courses in accordance with the criteria for the South-East Development Network (EVSO) ranking method set out in the Senate directive on allocating places on courses with a limited number of participants, as amended.
- (3) In addition to the standard doctoral student seminar (usually 3 ECTS credit points per semester), courses at a high postgraduate level are also to be provided in each doctoral school. These courses serve to deepen students' knowledge in their respective doctoral thesis subjects and expand their knowledge beyond the bounds of their narrower subject area. Depending on the number of doctoral candidates and dissertation subjects, the total range of these courses must amount to at least 12 ECTS credit points per academic year. A plan of doctorate courses that takes account of the study needs of doctoral candidates is always to be published for the following two academic years.

- (4) Each doctoral student shall primarily cover the doctorate courses in accordance with Section 1 letter a from the range of studies provided by their doctoral school. If necessary, some of these courses can also be covered from the range of studies offered by another doctoral school at the Faculty of Natural Sciences. Likewise, courses from other specialist departments and other universities or research institutions can be used to make up the requisite academic achievements if required, applying the recognition procedure.
- (5) Course attendance can be replaced by academic achievements in the amount of at most 9 ECTS credit points after consulting with the supervisor of the doctoral thesis and with the approval of the competent body under study law. These academic achievements include presentations or poster sessions presented at an academic conference, with a presentation counting to 3 and a poster as 1.5 ECTS credit points.
- (6) Students are encouraged to undertake dedicated study and research programmes at other Austrian and international education and research centres in order to broaden their educational horizons. These include research seminars and workshops (summer schools) for the relevant number of ECTS credit points or hours. These programmes can be recognised as courses after consulting with the supervisor of the doctoral thesis and with the approval of the competent body under higher education law.

Section 5 Doctoral thesis

- (1) A doctoral thesis must be written as part of the doctoral programme. Through their doctoral thesis, the doctoral candidate is required to demonstrate – above and beyond what is required of a master’s thesis – that they have acquired the ability to solve problems facing current scientific research independently and arrived at new findings. The doctoral thesis represents a self-contained, original piece of academic work that was produced and written by the student themselves, something that they are required to declare in lieu of oath on the “Request for assessment of a doctoral thesis” form. The doctoral thesis can also be written based on work that has already been published or approved for publication (publication-based doctoral thesis).
- (2) The doctoral thesis must include the new academic findings generated from the work carried out by the doctoral student and must present them in the context of the latest academic research in the relevant subject area. The investigations performed must be documented, and the findings must be presented in a clear and transparent manner. The style adopted by the doctoral thesis must comply with the standards customary in the subject area. In case of collaborations or group work, the contribution made by the doctoral candidate themselves must be clearly demarcated, and each doctoral candidate involved must write their own doctoral thesis

- (3) In case of a publication-based doctoral thesis, the relevant publications must be embedded in an introduction to the research question and a summary of the results obtained, making it sufficiently clear how the findings in the thesis are relevant in the context of the field of research in question and how they are to be classified within it. The following are to be regarded as criteria for any publication-based doctoral thesis:
1. A publication-based doctoral thesis must include at least three publications that have appeared in academic journals with a referee system or have been accepted for publication. Publication of a master's thesis does not count as a substitute academic achievement.
 2. In case of co-authorship, the doctoral candidate must contribute the predominant amount (at least 60%) of at least one of the publications and at least a significant amount (at least 20%) of the others. The amounts contributed by the doctoral candidate to the respective publications must be indicated by the candidate themselves and confirmed by the co-authors. The percentage figures must be disclosed to the assessors.
 3. Methods, measurement arrangements, evaluations, solution methods, etc. that are not included or listed in the publications must be described in sufficient detail in the descriptive part of a publication-based doctoral thesis, e.g., as appendices.
- (4) The doctoral thesis is to be written under the supervision of a first supervisor. In particular, the first supervisor is responsible for guiding the doctoral student towards independent academic work that will generate new findings.
- (5) A mentor must also be nominated. The mentor supports the doctoral student and the supervisor in terms of ensuring sufficient education and effective supervision and monitors the progress of the doctoral thesis project.
- (6) Any university teacher from the relevant doctoral school holding an authorisation to teach can serve as a first supervisor or mentor if they are authorised to teach in the field/sub-field covered by the topic of the doctoral thesis.
- (7) If necessary, and with the permission of the dean of studies, persons at another university or research institution can be nominated as a first supervisor if their authorisation to teach is equivalent to an authorisation to teach in accordance with Section 98(12) or Section 103 UG at the Faculty of Natural Sciences and covers the field/sub-field addressed by the topic of the doctoral thesis. In this case, the person concerned will be co-opted into the relevant doctoral school.
- (8) If necessary, and with the permission of the dean of studies, retired or emeritus university teachers authorised to teach or persons authorised to teach at another university or research institution can be nominated as a mentor if their authorisation to teach is equivalent to an authorisation to teach in accordance with Section 98(12) or Section 103 UG at the Faculty of Natural Sciences and covers

the field/sub-field addressed by the topic of the doctoral thesis. In this case, the person concerned will be co-opted into the relevant doctoral school.

- (9) The dean of studies can approve an additional supervisor (participating person) at the student's request. This supervisor, who must hold an authorisation to teach and who is being brought in to supervise the student's doctoral thesis on the grounds of their specialist expertise, can also come from a different subject area or from a different Austrian or recognised foreign university or from an institution deemed equivalent to a university.
- (10) Changing the topic of a doctoral thesis, a supervisor or a mentor is permitted up until the thesis is submitted. The change must be communicated to the dean of studies in writing, stating reasons, and must be approved by them. If such a request is approved, the coordination team in the relevant doctoral school and the supervisor must be informed about the dean of studies' decision.
- (11) The publication of (parts of) the doctoral thesis in academic journals is permitted and recommended, even before the doctoral thesis has been assessed. However, this does not release the candidate from their obligation to produce a final complete thesis.

Section 6 Assessment

- (1) The completed doctoral thesis must be submitted to the dean of studies. Acting on the recommendation of the doctoral student, the dean of studies is required to nominate two reviewers with an appropriate authorisation to teach or equivalent qualifications and shall determine the composition of the examination board for the doctoral examination. The reviewers must assess the doctoral thesis within four months at the latest.
- (2) The second review or additional reviews can also be performed by persons holding an authorisation to teach who come from a different subject area or from a different Austrian or recognised foreign university or from an institution deemed equivalent to a university.
- (3) The first supervisor can also serve as a reviewer of the doctoral thesis. One of the reviewers must be from outside the University of Graz. At least one of the reviewers must work at a different institute (or area of an institute in the case of large institutes). As well as their specialist expertise (in line with their authorisation to teach in accordance with Section 98(12) or Section 103 UG at the Faculty of Natural Sciences or equivalent qualifications), particular attention must also be paid to their impartiality when selecting reviewers. The reviewers are required to write reviews that are independent of each other.

Section 7 Additional academic qualification

Acquiring qualifications in academic teaching is considered desirable in the interests of giving junior researchers a well-rounded education. Doctoral students are able and expected to get involved to a meaningful extent in university teaching during their doctoral programme.

Section 8 Doctoral examination

- (1) The doctoral examination – a board examination conducted in public – marks the conclusion of the doctoral programme.
- (2) The student is entitled to request a doctoral examination from the dean of studies at any time if the following prerequisites are met:
 1. All examinations in the curricular part of the doctoral programme in accordance with Section 4 have been passed and, if relevant, the extra work required under the additional conditions imposed during the admission process has been completed.
 2. The doctoral thesis has received a positive assessment.
- (3) The doctoral examination is an oral board examination that lasts up to 90 minutes in total.
 1. Part 1 comprises the defence, a public presentation and defence of the doctoral thesis, taking account of the reviewers' comments, as part of a general discussion. This part lasts up to 60 minutes, 40 of which are earmarked for the presentation of the doctoral thesis.
 2. Part 2 is an examination on the subject covered by the doctoral thesis. This part lasts up to 30 minutes.
- (4) The examination board for the doctoral examination has at least three members, one of whom will be the first reviewer. The second reviewer and any other reviewers do not need to sit on the examination board. All examiners on the examination board must hold an authorisation to teach in the subject area of the doctoral thesis or in a related and relevant subject. Persons from outside the University of Graz must have an authorisation to teach or equivalent qualifications for the subject in question that is equivalent to an authorisation to teach in accordance with Section 98(12) or Section 103 UG at the Faculty of Natural Sciences.
- (5) The student must be notified of the composition of the examination board and the allocation of the examiners at least two weeks before the doctoral examination is held. The examination date and time must be publicly announced at least one week in advance.

- (6) During the doctoral examination, the candidate is required to demonstrate their academic aptitude and their in-depth familiarity with the main issues in the subject area covered by the doctoral thesis.

Section 9 Overall grade

- (1) The student must be given an overall grade for their doctoral programme after completing the doctoral examination. This is determined based on:
1. The grade obtained from the average score for the courses in accordance with Section 4, weighted by ECTS credit points,
 2. The grade obtained from the arithmetic mean of the assessments of the doctoral thesis, and
 3. The grade obtained in the doctoral examination.
- (2) The overall grade must be “bestanden” or “passed” if each of the three individual grades is positive; otherwise, it must be “nicht bestanden” or “failed”. It must be “mit Auszeichnung bestanden” or “passed with distinction” if none of the three grades is worse than “good” (2) and at least two are “very good” (1).

Section 10 University degree and graduation ceremony

- (1) Graduates from the Doctoral Programme in Natural Sciences at the Faculty of Natural Sciences are awarded the university degree of “Doctor of Natural Sciences”, abbreviated to “Dr.rer.nat.”.
- (2) Any additional academic qualifications in accordance with Section 7 that are obtained are to be accredited by a separate certificate.

Section 11 Entry into force

This curriculum enters into force on 1 October 2019. (Curriculum 2019)

Section 12 Transitional provisions

- (1) Students on the Doctoral Programme in Natural Sciences at the Faculty of Natural Sciences who are following the “11W” version of the curriculum when this curriculum enters into force on 1 October 2019 are entitled to complete their studies in accordance with the provisions of the “11W” version of the curriculum, provided they do so within eight semesters. If they have not completed their studies by 30 September 2023, they must be switched to the curriculum for the Doctoral Programme in Natural Sciences at the Faculty of Natural Sciences

in the version valid at the time. Students following the previous curriculum are entitled to switch to the current one at any time during the admission period.

- (2) Examinations that have been completed in accordance with Section 4(1) of the “11W” version of the curriculum will be recognised in the amount of their ECTS credit points for examinations in the same subject if students switch to the 2019 curriculum. With regard to the recognition of examinations completed as part of the “11W” version of the curriculum that do not have any ECTS credit points allocated to them, one contact hour shall correspond to 1.5 ECTS credit points.

The Chair of the Senate:

Niemann

Annex I: Doctorate application form template

Prüfungsreferat der Naturwissenschaftlichen Fakultät

Anmeldung zum Doktoratsstudium der Naturwissenschaftlichen Fakultät Application for the doctoral programme of the Faculty of Natural Science

Nicht auszufüllen! / Omit this box!	Matrikelnummer:	
Studienkennzahl: B 796 600	Doktoratsschule:	
Inskriptionsdatum:	Stellungnahme: Ja <input type="checkbox"/> Nein <input type="checkbox"/>	Kurzbeschreibung <input type="checkbox"/>

Bitte füllen Sie das Formular in **BLOCKBUCHSTABEN** aus und holen Sie die Unterschriften ein (markiert mit **roten Pfeilen**).
Please complete the form in **CAPITAL LETTERS** and collect the signatures (marked with **red arrows**).

Dieser Anmeldung muss eine **Kurzbeschreibung** Ihrer geplanten Dissertation beigefügt sein.
This application needs to be submitted with an **abstract** of the planned Doctoral thesis.

Frau/Ms/Mrs Herr/Mr

Familienname, Vorname(n)
Last name, First name(s)

Geburtsdatum/Date of birth

E-Mail-Adresse (nicht der Stud.-Account)
Email address (not student account)

Doktoratsschule/Doctoral school

Geplanter Titel der Dissertation
Planned title of the Doctoral thesis

Vorstudium, welches zum Doktorat berechtigt
Previous studies qualifying for admission to the doctoral programme

Geplantes Pflichtfach laut Studienplan
Planned required compulsory subject of the curriculum

Geplantes Wahlfach laut Studienplan
Planned required elective subject of the curriculum

Mit den nachfolgenden Unterschriften vereinbaren die betreuende und die studierende Person ein Betreuungsverhältnis gem. Satzung, Studienrechtliche Bestimmungen, den Arbeits- und Zeitplan sowie das Exposé zur Dissertation/By signing, the supervisor and the student agree to the conditions of the Supervision Agreement, the Work and time schedule and the abstract to the planned Doctoral thesis.

Bis zur Einreichung der Dissertation ist es jederzeit möglich, diese Betreuungsvereinbarung in beiderseitigem Einverständnis aufzulösen. Bei schwerwiegenden Verletzungen der in der Betreuungsvereinbarung festgelegten Pflichten kann der/die Studiendirektor/in bzw. der/die zuständige Studiendekan/in kontaktiert werden.
Until submission of the Doctoral thesis, this supervision agreement can be terminated by mutual agreement at any time. The director of studies or the responsible dean of studies may be contacted in the event of a serious breach of the duties stipulated in the supervision agreement.

Mit dieser Betreuungsvereinbarung verpflichtet sich die betreuende Person:

- *gemeinsam eine Zeitplanung über den Ablauf der Dissertation vorzunehmen.*
- *der studierenden Person für mindestens zwei Betreuungsgespräche pro Semester zur Verfügung zu stehen.*
- *die studierende Person bei der Modifikation des Konzepts zu unterstützen, sofern sich im Verlauf des Arbeitsprozesses herausstellt, dass das am Beginn vereinbarte Vorhaben nicht realisierbar ist.*
- *die studierende Person zu motivieren, die Dissertation öffentlich zu präsentieren bzw. ihm oder ihr entsprechende Informationen über Konferenzen oder Tagungen zukommen zu lassen sowie Kontakte zu fach einschlägigen Wissenschaftskolleginnen und Wissenschaftskollegen zu ermöglichen.*
- *der studierenden Person beim Publizieren der Dissertation oder einem Teil der Dissertation behilflich zu sein.*

By signing this supervision agreement, the principal supervisor shall be obliged to

- *work out a time management plan for the Doctoral thesis together with the student.*
- *be available to the student for at least two consultation meetings per semester.*
- *support the student in the modification of his/her Doctoral thesis concept provided that it does not turn out in the course of the research and writing process that the concept agreed on at the beginning cannot be realised.*
- *motivate the student to present his/her Doctoral thesis in public, to provide him/her with information on relevant congresses and conferences and to enable him/her to come into contact with colleagues in the same academic field.*
- *provide help with publishing the Doctoral thesis or a part thereof.*

Mit dieser Betreuungsvereinbarung verpflichtet sich die studierende Person:

- *bis etwa 20 die Fertigstellung der Dissertation anzustreben.*
- *Besprechungstermine mit der betreuenden Person wahrzunehmen.*
- *der betreuenden Person im Rahmen der Betreuungsgespräche über den Fortschritt der Dissertation, insbesondere auch über Verzögerungen oder Unterbrechungen zu berichten.*
- *die betreuende Person über ein Zurücklegen des Themas zu informieren.*
- *sich beim Verfassen der Dissertation laut § 39 Abs. 8 der Studienrechtlichen Bestimmungen der Satzung an die Richtlinien guter wissenschaftlicher Praxis zu halten.*
- *die Dissertation (bzw. die Arbeit daran) in geeigneter Form (auf einer Konferenz, im DissertantInnenseminar, im Fachbereich etc.) zu präsentieren.*

By signing this supervision agreement, the student under supervision shall be obliged to

- *aim for finishing his/her Doctoral thesis by approximately 20 .*
- *keep consultation appointments with the supervisor.*
- *report on the progress of the Doctoral thesis to the supervisor during the consultation meetings, in particular about delays or interruptions.*
- *inform the supervisor when he/she stops work on a topic.*
- *comply with the guidelines of good academic practice according to § 39 para. 8 of the statutes' provisions of study law when writing his/her Doctoral thesis.*
- *present the Doctoral thesis (or the work on it) in a suitable form (at a conference, in a seminar for doctoral students, in the department etc.).*

Betreuende Person/Supervisor

Fach der Lehrbefugnis der betreuenden Person
Subject of the supervisor's teaching qualification

1. → Unterschrift der betreuenden Person
Signature of the supervisor

2. → Unterschrift der studierenden Person/
Signature of the student

Mentorin oder Mentor/Mentor

3. → Unterschrift der Mentorin oder des Mentors
Signature of the mentor

**OPTIONAL:
Mitwirkende Person/Co-supervisor**

4. → Unterschrift der mitwirkenden Person
Signature of the Co-supervisor

Institut bzw. Forschungsstätte,
an der die Dissertation durchgeführt wird
Institute or research facility at which the Doctoral thesis
will be done

Name der Institutsleitung
Name of the Head of Institute

5. → Unterschrift der Institutsleitung
Signature of the Head of Institute

Stellungnahme der Doktoratsschule/ Statement of the Head of the Doctoral School

Positiv/Positive

Das geplante Doktoratsstudium kann laut Studienplan in der Doktoratsschule durchgeführt werden.
The planned doctoral programme can be pursued at the doctoral school according to the curriculum.

Negativ/Negative

Begründung/Reason: _____

Name der Doktoratsschulenleitung
Name of the Head of the Doctoral School

6. → Unterschrift der Doktoratsschulenleitung
Signature of the Head of the Doctoral School

Stellungnahme der Studiendekanin oder des Studiendekans/Statement of the Dean of Studies

Positiv/Positive **Negativ/Negative**

Begründung/Reason: _____

Unterschrift der Studiendekanin oder des Studiendekans
Signature of the Dean of Studies

Arbeits- und Zeitplan/Work and time schedule

Ablauf und Planung/Procedure and planning

1./1st Semester

2./2nd Semester

3./3rd Semester

4./4th Semester

5./5th Semester

6./6th Semester