

Submission of the Dissertation for the PhD-Programme

.....
(First- and lastname)

.....
(Registration number)

.....
(Adress)

.....
(Study Programme)

.....
(Telephone Number, E-Mail-Adress)

.....
(Place, Date)

To the Vicerektor for Studies and Teaching
Via Registrar's Office, Leonhardstraße 15, 8010 Graz

Hereby I appeal for the Approbation of the submitted Dissertation.

Titel of the Dissertation:

.....
.....

The Dissertation is submitted for the ____ time..

Name of the Adviser:

Following Documents have to be enclosed:

- 5 bound copies of the Dissertation
- 1 Curriculum Vitae
- KUGonline Input of the Abstract („Abschlussarbeiten“ as mentioned in the „Leitfaden für schriftliche Arbeiten an der KUG“)
- Upload the digital version of the work to KUGonline (PDF).
- Confirmation of compliance with the rules of action of the KUG concerning written works („Leitfaden für schriftliche Arbeiten der KUG“)

I hereby declare under oath that the submitted doctoral dissertation has been written solely by me without any outside assistance, information other than provided sources or aids have not been used and those used have been fully documented. The dissertation here present is identical to the electronically transmitted text document."

Date, Signature

Please turn around!

Order of the Vice Rector for Studies and Teaching

1. the dissertation is submitted for assessment

_____ as the 1st assessor (= supervisor)

_____ as 2nd assessor (=KUG-external)

(see doctoral committee).

2. Other Orders:

.....

Graz, at _____

_____ on behalf of the Vice-Rector for Academic Affairs:
the Curriculum Chairperson for the Scientific Doctoral Programme

Information: Curriculum PhD Studies at the KUG:

§ 5 Dissertation

- (1) The dissertation is to be written independently. In the fields of study named in §3(3a–e), co-authorship is not allowed. In the fields of study named in §3(3 f and g), where teamwork is permissible, the individual contribution of the candidate must be clearly evident. Only this contribution will be assessed.
- (2) Cumulative dissertations are only permitted in the fields of study specified above in §3(3 f [special field IGP] and g). In this case the thematic correlation of the parts must be made clear with an appropriate introduction and summary.
- (3) Dissertations may be submitted in German or English.
- (4) At least five bound copies of the completed dissertation, plus a copy in digital format, must be submitted to the Vice Rector for Studies and Teaching.
- (5) Publishing parts of the dissertation before it is submitted is allowed. In the fields of study named in §3(3 f [special field IGP] and g), the supervisor may require that the submitted dissertation be published already in whole or in part, or that an agreement for its publication be acknowledged – when possible in professional journals that are peer-reviewed.
- (6) Publication of the accepted dissertation is obligatory. At least one deposit copy each will be given to the Austrian National Library, the university library and the relevant institute library or specialist library. The digital version will also be made available via the KUG website in a form that does not infringe copyright. This will satisfy the obligation of publication.

§ 6 Assessment Reports

- (1) The dissertation will be evaluated by means of two reports, one of which will usually be prepared by the supervisor. The second will usually be prepared by an external examiner.
- (2) The Vice Rector for Studies and Teaching is responsible for choosing the examiners and must do so at least one year before the dissertation is due to be submitted.
- (3) As a rule, examiners are to be chosen from the persons named in §3(2).
- (4) A draft version of the dissertation should be submitted to the external examiner for comment at least three months before the student submits the final version of the dissertation.
- (5) The assessment period is 4 months.
- (6) The examiners' reports must be made available to the candidate in good time before the rigorosum.
- (7) The dissertation will be graded: "very good" (1); "good" (2); "satisfactory" (3); "sufficient" (4); or "not sufficient" (5). If the examiners award the dissertation different grades, the arithmetic mean of the grades will be calculated and the result will be rounded to a whole grade. Results with a number greater than 5 after the decimal point will be rounded up. If one of the two examiners fails the dissertation, the Vice Rector for Studies and Teaching must consult a third examiner. If the latter also fails the dissertation, the thesis must be rejected. If the third report is positive, the arithmetic mean of all three grades must be calculated and the result must be rounded to a whole grade. Again, results with a number greater than 5 after the decimal point will be rounded up.