



**PhD Degree Programme in Business,
Economics and Statistics
and
Doctoral Degree Programme in
Business, Economics and Statistics**

The senate has approved the following version of the 1st amendment of the curriculum for the PhD degree programme in Business, Economics and Statistics and the Doctoral degree programme in Business, Economics and Statistics, published on 11 May 2009 in the University of Vienna's Gazette, vol. 22, no. 166 in its session on 17 June 2010. This version was agreed on 17 May 2010 by the curriculum committee, which was established and has been granted decision-making powers in accordance with § 25 para. 8 subpara. 3 and para. 10 of the Universities Act 2002.

§ 1 Qualification Profile

The degree programme serves the preparation for scientific research in the dissertation field. It offers scientific education at an international level and aims to enable its graduates to perform independent research in their respective area of expertise according to international standards.

§ 2 Scope of Application and Admission Requirements

- (1) This curriculum shall apply to students who wish to complete a dissertation in one of the following fields:
 1. PhD degree programme
 - a. Business Administration
 - b. Statistics and Operations Research
 - c. Economics
 2. Doctoral degree programme
 - a. Business and Law
 - b. Business Informatics

(2) Admission to the degree programme shall be granted based on relevant sections of the Universities Act 2002 as last amended.

(3) Special provisions for the admission to the PhD degree programme:

A two-stage admission process which is regulated in paras. 4-7 shall apply to applicants to all dissertation fields of the PhD degree programme. The two-stage admission process is comprised of the assessment of the candidate's written application documents as well as an oral exam of the candidate. It is carried out in cooperation with the Board of Examiners which is appointed by the administrative body responsible for the respective dissertation field in accordance with para. (4). The two-stage admission process must also be passed when changing the dissertation field, provided the new dissertation field is also part of the PhD degree programme.

(4) The administrative body responsible for study matters shall appoint a Board of Examiners consisting of at least three individuals for each of the dissertation fields. These individuals must hold a habilitation in the respective dissertation field or an equivalent qualification. The Board of Examiners may also include external individuals who fulfil the eligibility requirements.

(5) The assessment of an applicant's eligibility shall initially be based on the following criteria:

- Proof of a degree in a relevant subject in accordance with § 64 para. 4 of the Universities Act 2002 as last amended. Certificates of previous degrees (transcripts) shall be submitted for verification.

- Sufficient knowledge of English:
 - Proof of English as a mother tongue
 - Completion of a degree held in English
 - Proof of “Test of English as a Foreign Language” (TOEFL): minimum requirement of 250 (computer-based), 100 (internet-based) or 600 (paper-based) or
 - Proof of “International English Language Testing System” (IELTS): minimum requirement of overall band score of 7 (no band score below 6) or
 - Other equivalent proof
- Letter of motivation illustrating educational goals and career plans as well as information about the applicant’s motivation for performing research within a PhD degree programme at the Faculty of Business, Economics and Statistics
- Information about the proposed research area and methodological approach (research proposal)

These documents shall be submitted to the admission office by the deadline set by the administrative body responsible for study matters. This deadline shall be published in an appropriate form (e.g. on the faculty’s website). The completeness of the documentation is assessed by the admission office, their content by the Board of Examiners in accordance with para. (4).

(6) At the second stage of the admission process, the Board of Examiners assesses all applications submitted by the deadline in accordance with para. (4) and determines whether the criteria as stated in para. (4) (as well as potential specifications of these criteria as published on the faculty’s website) have been met. Applicants to whom this applies are invited to an oral exam which serves to determine their sufficient knowledge in their target field of dissertation. During the course of the invitation to the oral exam, the Board of Examiners may also require the applicants to provide further written documents (e.g. their Master thesis).

(7) The result of the application process is a recommendation to the responsible member of the rector’s office to either accept or reject the respective applicant. An admission may also be recommended under the condition that the applicant successfully completes a specified number of courses from the faculty’s master’s programmes. The Board of Examiners will specify which courses are to be completed.

§ 3 Degree Structure

(1) The degree programme duration is three years.

(2) As part of the degree, the following requirements have to be met:

- a) Courses (with continuous assessment or no continuous assessment) comprising 12 to 80 ECTS credits (8 to 40 credit hours), in particular the course with continuous assessment in accordance with § 4 para. 2.
- b) Additional coursework if required within the framework of the dissertation agreement (see § 5) (e.g. participation in workshops, presentations at international conferences, organisation of relevant scientific events, internships etc.).
- c) Submission of application for authorisation of a dissertation proposal to the administrative body responsible for study matters within the first year of admission (see § 4).
- d) Presentation of the dissertation proposal to the faculty (if necessary in consideration of patent laws, intellectual property laws and other laws; see § 4).
- e) A periodic, at least annual report to the doctoral advisory board of course progress
- f) The composition of a doctoral thesis (see § 6).
- g) A public dissertation defence (see § 7).

(3) The participation in courses to acquire key competences can be arranged¹. Such courses can be attended on a voluntary basis at the start of the degree, before completing the dissertation agreement, in order to acquire the fundamentals of scientific research and project-oriented work as well as to substantiate the dissertation proposal and to set up a dissertation project.

(4) Coursework which is completed prior to the completion of the dissertation agreement may be accepted within the dissertation agreement.

¹ These are competences relevant to the students’ career which go beyond specialist expertise such as e.g. scientific writing, project management etc.

(5) The exact specification of the proof of performance (including the specification of ECTS credits and credit hours) as well as all specifications connected to the composition and supervision of the doctoral thesis shall be recorded in a dissertation agreement (see § 5).

(6) The PhD degree programme is exclusively in English; the doctoral degree may be partly or fully completed in English.

§ 4 Submission of Dissertation Proposal and Presentation to the Faculty

(1) The student is required to submit an application for authorisation of a dissertation proposal together with the letter of acceptance by the supervisor to the administrative body responsible for study matters. This application shall include a research proposal for the dissertation, a schedule and a list of all required resources. In general, the fundamental structure of the thesis proposal is to be approved by the administrative body responsible for study matters after a presentation to the faculty (§ 3 para. 2 d). If the dissertation proposal is part of a research project which has already been approved externally in accordance with international standards, the approval of the dissertation proposal may also be granted by the administrative body responsible for study matters before the presentation to the faculty. Approval of the dissertation proposal is a prerequisite for the approval of a dissertation agreement.

(2) Each dissertation field with the exception of Business Informatics contains a course with continuous assessment (e.g. research seminar or dissertation seminar) whose completion by the students of the respective dissertation field is compulsory. The presentations to the faculty also take place as part of these courses. If more than one doctoral advisory board is responsible for a dissertation field (e.g. if several structured programmes are assigned to the same dissertation field), it is permissible to hold a separate course with continuous assessment for each doctoral advisory board in which the presentations to the faculty will take place.

§ 5 Dissertation Agreement

Statutorily, a dissertation agreement between the supervisors and the student shall be drawn up upon approval of the administrative body responsible for study matters. The components of this dissertation agreement are specified in the annex of this curriculum.

§ 6 Doctoral Thesis

(1) The degree programme requires students to compose a doctoral thesis in proof of their ability to master scientific topics independently (in accordance with the Universities Act 2002). Students are expected to submit their doctoral thesis to a standard which allows at least part publication according to the subject's standard.

(2) The publication of partial results of the dissertation project in specialised scientific media and their presentation during scientific conferences prior to the submission of the doctoral thesis is desired.

§ 7 Defence

Upon successfully fulfilling all performance criteria in the spirit of §3 (with the exception of para. 2 g) and positive assessment of the doctoral thesis by the supervisor, an oral exam (defence) shall take place in front of an examination board. This exam shall cover the presentation and defence of the scientific research. The examination board is assembled according to the rules and regulations of the statutes of the University of Vienna.

§ 8 Examination Regulations

(1) In the Business Informatics dissertation field, all types of courses including those with and without continuous assessment are permissible. All other dissertation fields shall offer the curriculum's courses as the following course types:

- University courses (UK, continuous assessment), especially Doctorate courses (DK)
Serve the acquisition and deepening of methodological and topical skills in a specialist area which are especially relevant to problem solving in the dissertation field. The proportion of student contribution should be high.
- Seminars (SE, continuous assessment)
Courses which serve scientific discussions. The participants are expected to give independent oral or written contributions. The results thus obtained should be presented.
- Practical courses (PR, continuous assessment)
Courses which primarily convey the practical applications of degree content and during which students are to independently solve relevant scientific challenges.
- Lectures (VO, no continuous assessment)
Lecturers convey knowledge in presentations. After the course, the students' knowledge is tested in a written or oral exam.
- Courses with continuous assessment and confirmation of participation (assessment "pass/fail").

(2) For courses with continuous assessment, the number of participants is generally limited to 15. In the case of the Business Informatics dissertation field it is limited to 12.

(3) Should courses with a participant limit experience a higher number of registrations than spaces available, then the admission shall take place in accordance with the admittance procedure stipulated by the academic body responsible for study matters. For the admittance procedure to become legally effective, the academic body responsible has to specify the procedure in the University of Vienna's Gazette whereby care shall be taken to ensure that the studies of students whose applications do not receive priority are not prolonged as a result. In addition, parallel courses shall be offered if required.

(4) The course lecturers are authorised to permit exceptions for certain courses in consultation with the academic body responsible.

§ 9 Course Completion

(1) The degree programme is successfully completed if all requirements in the spirit of § 3 para. 2 have been met.

(2) Graduates of the PhD degree programme are awarded the title "Doctor of Philosophy", abbreviated PhD; graduates of the doctoral degree programme are awarded the title "Doktor der Wirtschaftswissenschaften", in Latin "doctor rerum oeconomicarum", abbreviated Dr.rer.oec.

§ 10 Entry into Force and Transitory Provisions

(1) This curriculum is effective as of 1 October 2009.

(2) Students who have begun the doctoral degree of Social Sciences and Economics, the PhD degree programme in Economics, the PhD degree programme in Finance, the PhD degree programme in Management or the Abraham Wald doctoral degree programme in Statistics and Operations Research before this curriculum came into effect can voluntarily assume the conditions of this curriculum by means of a simple declaration. The body responsible in accordance with the organisation protocol shall decide, generally or in individual cases, which of the already completed courses are to be recognised for this curriculum.

(3) Students who were studying under a previously valid curriculum during the entry into force of the curriculum at hand are entitled to complete their degree by 30 September 2017 at the latest. Should during their degree any of the courses which were compulsory in the original curriculum no longer be offered, the body responsible in accordance with the organisation protocol of the University of Vienna shall, either ex officio or upon the request of a student, issue an official notification stating which courses and exams may be completed and recognised in lieu of these courses.

(4) These amendments come into force in the version of Gazette vol 29, no 157 dated 21 June 2010 as of 1 October 2010.

Appendix

Components of the Dissertation Agreement

The dissertation agreement comprises the following components:

1. The student's name, matriculation number, date of birth;
2. The name of his/her supervisor(s);
3. The topic of the dissertation;
4. The curriculum based on which the degree programme will be completed;
5. The dissertation field which the dissertation is allocated to;
6. The research proposal, on which the approval is based;
7. The schedule for the proposed dissertation;
8. The proof of performance based on the curriculum;
9. The key dates regarding supervision, especially the frequency of feedback meetings between supervisor(s) and student;
10. The student's formal undertaking to adhere to the regulations of good scientific practice.