



Studienabteilung

1040 Wien, Karlsplatz 13
Tel: +43/1/58801
Fax: +43/1/58801/9+Nebenstelle
www.tuwien.at/studium/zulassung/
E-Mail: studienabteilung@tuwien.ac.at

ANSUCHEN UM ZULASSUNG ZUM DOKTORATSSTUDIUM
APPLICATION FOR ADMISSION TO A DOCTORAL PROGRAMME

- DER TECHNISCHEN WISSENSCHAFTEN**
IN ENGINEERING SCIENCE
- DER NATURWISSENSCHAFTEN**
IN NATURAL SCIENCE
- DER SOZIAL- UND WIRTSCHAFTSWISSENSCHAFTEN**
IN SOCIAL AND ECONOMIC SCIENCE

EINGANGSSTEMPEL
STAMP OF RECEIPT

BITTE HIER ONLINE ODER IN BLOCKBUCHSTABEN AUSFÜLLEN! / PLEASE FILL IN ONLINE OR IN CAPITAL LETTERS!

Angaben zum beabsichtigten Studium
Proposed Field of Study

Beabsichtigter Studienbeginn: <i>For which semester do you seek admission:</i>	<input type="checkbox"/> Wintersemester 20__ <i>winter semester</i>	<input type="checkbox"/> Sommersemester 20__ <i>summer semester</i>
Beabsichtigtes Studium: <i>For which field of study do you seek admission:</i>		
An der Fakultät für: <i>At the faculty of:</i>		

Angaben zur Person
Personal Data

Familiename: <i>Surname (Last name):</i>		
Vorname: <i>First Name:</i>		
Matrikelnummer (falls vorhanden): <i>Registration number (if available):</i>		
Akademische/r Grad/e: <i>Academic degree/s:</i>		
Geburtsdatum (TT.MM.JJJ): <i>Date of birth (DD.MM.YYYY):</i>	Geburtsort: <i>Place of birth:</i>	
Staatsbürgerschaft: <i>Citizenship:</i>	Geschlecht: <i>Sex:</i> <input type="checkbox"/> <i>Männlich</i> <i>male</i> <input type="checkbox"/> <i>weiblich</i> <i>female</i>	
Zustelladresse: <i>Postal address:</i>	c/o:	
	Straße, Hausnummer: <i>Street, Streetnumber.</i>	
	PLZ: <i>ZIP, Postcode:</i>	Ort: <i>City:</i>
	Land: <i>Country:</i>	
E-Mail:		

Universitäts-/Hochschulbildung
University Education

Welche Universitäten haben Sie besucht und wann?/*Name all universities attended and dates:*

Studienrichtungen (Hauptfach)
Major field of studies

Studienabschluss
Date of completion of studies

Unterschrift der Antragstellerin/des Antragstellers
Applicant's signature

Ich nehme zur Kenntnis, dass ohne die notwendigen Beilagen mein Ansuchen nicht beantwortet werden kann.
I notice, that the processing of my application is not possible without the relevant documents.

Mir ist bekannt, dass dieses Formular und die Dokumente **ausschließlich per Post** zu übermitteln, oder persönlich während den Öffnungszeiten in der Studienabteilung abzugeben sind. Eine Übermittlung per Email ist nicht möglich.
*I am aware, that this application form as well as the documents **can only be sent by mail, not by e-mail.***

Mit meiner Unterschrift bestätige ich, dass alle **Angaben** in diesem Formular **wahrheitsgemäß und vollständig** und die beigelegten **Dokumente echt und richtig** sind.
I hereby confirm with my signature, that the information provided in this application form are true and complete and the submitted documents are authentic and correct.

Datum (TT.MM.JJJJ)
Date (DD.MM.YYYY)

Unterschrift
Signature

Unterschrift der Betreuerin/des Betreuers
Supervisor's signature

Name der Betreuerin/des Betreuers:
Name of supervisor:

Sind Deutschkenntnisse erforderlich?
Is any knowledge of German language necessary?

Ja
yes

Nein
no

Ich bestätige mit meiner Unterschrift, die Betreuung der Dissertation zu übernehmen (Betreuungszusage).
I accept to act as supervisor for the doctoral thesis.

Datum (TT.MM.JJJJ)
Date (DD.MM.YYYY)

Unterschrift
Signature



INFORMATION SHEET FOR INTERNATIONAL STUDENTS

Doctoral Programme

Admission requirements

1. General University Entrance Qualification

- Successful completion of a relevant diploma or master's degree programme, university of applied sciences diploma or master's degree programme, or other equivalent programme at a recognized domestic or foreign postsecondary educational institution

2. Special University Entrance Qualification (only for non-EU/EEA-Citizens)

- The Certificate of special entrance qualification for university studies consists in the fulfilment of additional study specific admission requirements including the admission statement to the chosen degree programme, applicable in the state which issued the master diploma. You have to prove that you would be entitled to an admission to your chosen degree programme in the country which issued your master diploma for the semester you want to start your studies at the TU Wien. A corresponding confirmation referring to the nearest related branch of studies must be provided in cases where the branch of studies applied for does not exist in the country where master diploma was issued.
- The confirmation must be issued by a technical university / faculty of the country where the master diploma was issued. It must be valid for the desired date of commencement of studies at the TU Wien.

The following documents are to be submitted:

1. Completed and signed application form
2. Proof of General University Entrance Qualification: Diploma of your completed study/studies (officially legalised original documents or officially legalised copies, both with official translation); bachelor and master diploma.
3. Transcript of records (bachelor's and master's programme).
4. Short description of the thesis in English or German language.
5. Proof of Special University Entrance Qualification (officially legalised original documents or officially legalised copies, both with official translation)

Proof of Special University Entrance Qualification is not required in the following cases:

- Citizens of EU and EEA countries with a proof of general university entrance qualification irrespective of the country of issue;
 - Persons who have had their main residence in Austria during five continuous years prior the first application at any university, university of applied science or college of teaching education in Austria or who have a person, who meets this requirement, obliged to maintain them. Obligation arises for spouses and for parents of children. You have to prove this by submitting an official confirmation of registration from the Central Register of Residence of yourself, your parent or spouse and either your birth certificate (parents) or the wedding certificate (spouse).
 - Persons who enjoy immunities and privileges in Austria according to regulations under the Austrian Independence Treaty (Staatsvertrag) or under Austrian law (diplomatic staff) as well as their spouses and children (proof: Legitimationskarte/).
 - Refugee officially recognised in Austria pursuant to the Geneva Convention or persons who have a permission to stay in Austria according to the Asylum Act (proof: passport or "Asylkarte" and the notification of the responsible refugee board).
 - Persons who have obtained a secondary school leaving certificate from an Austrian school abroad (Austrian school abroad is for example: St.-Georgs-Kolleg in Istanbul);
 - Non-Austrian journalists accredited in Austria with their main working interest in Austria as well as their spouses and children.
 - Persons who receive a study grant according to regulations under the Austrian Independence Treaty or who receive such a grant provided by an Austrian federal, state or local authority
6. Confirmation of a supervisor (full or associate professor of TU Wien). **NOTE:** the Admission Office has no possibility to arrange supervisions!
 7. Applicant's passport copy
 8. Curriculum vitae.

Doctoral programme in Architecture: additional a research proposal. In the other fields of studies it is recommended.

Documents and legalisation:

Documents are certified to confirm the authenticity of the seals and signatures affixed. Therefore, documents issued abroad must as a rule be certified by the Foreign Ministry of the country of issue as well as by the competent Austrian mission in the relevant country. Documents issued in **member countries of the Hague Convention** must be certified using the **apostille**.

No special certification is required for documents **issued in EU member countries** or in Bosnia-Herzegovina, Iceland Liechtenstein, Macedonia, Norway, Serbia and Montenegro and Switzerland.

Submission of original documents is as a rule required. It is recommended, however, to submit certified copies as the TU Wien assumes no responsibility whatsoever for documents lost in the mail.

Authorized and completely certified German or English translations must be enclosed with documents issued in foreign languages.

PLEASE NOTE!

The Austrian universities are not able to grant scholarships for foreign students. Detailed information relating to the cost of living in Austria, study materials, accommodation and opportunities to finance studies can be obtained from the Association of Austrian Students at the TU Wien: <http://htu.at> or tel.:+43-1-58801/49502. For **information** relating to **residence permits** please **contact the Austrian Embassy in your country**.

NOTE! Students solely can do the pre-enrolment as well as the personal **enrolment** as degree or non-degree student **after receiving the admission letter**. The **personal enrolment is only possible** during the **general admission period**. The requirements stipulated for this purpose must be fulfilled personally. For more detailed information relating to enrolment please visit <http://www.tuwien.at/en/studies/admission/four-steps-towards-admission/>

PLEASE NOTE! Deadlines

The **complete application for admission** must be submitted **by 5th September for the winter semester or by 5th February for the summer semester**. Your application can only be processed for the current semester if the Admission Office receives the documents **within** the mentioned general admission period. Extensions of this period will not be granted!

Citizens of EU and EEA countries are subject to the general admission period.

Send in your documents **in a timely manner, allowing for up to 10-12 weeks processing time!** Please note that the Admission Office of TU Wien **is not able to provide you with information about the current status of your application** until the full processing time has expired!

Doctoral programme

The doctoral programme usually lasts for six semesters. In addition to the dissertation, the current standardised programme for doctoral students stipulates that a total of 180 ECTS of modules (162 ECTS of which are the dissertation) must be completed. More detailed information regarding this selection can be found in the programme: <https://www.tuwien.at/en/studies/studies/doctoral-programmes/doctoral-programmes/>

Examinations taken as part of a master's or other degree programme cannot be recognised for this.

The doctoral programme is assessed in the viva voce, a general examination by a committee involving defence of the dissertation by the candidate.

Graduates of a doctorate in the technical sciences are awarded the title of Doktor/in der Technischen Wissenschaften (Dr. techn.), graduates of a doctorate in the natural sciences are awarded the title of Doktor/in der Naturwissenschaften (Dr. rer. nat.) and graduates of a doctorate in the social and economic sciences are awarded the title of Doktor/in der Sozial- und Wirtschaftswissenschaften (Dr.rer.soc.oec.).

Tuition Fees

Degree students with EU citizenship, citizenship of EEA countries, students from Switzerland and refugees under the provisions of the Geneva Convention don't have to pay the tuition fee, **as long as they study within the minimum duration of their degree programme plus two additional semesters**. In this case students pay only the **students' union fee** until the end of the admission period in order to continue their studies. In case they **exceeded the minimum duration of the degree program** (plus two additional semesters) they have to pay the **tuition fee**. This amount consists of the tuition fee and the students' union fee.

Citizen of non-EU-/EEA-countries have to pay from the beginning of their studies at the TU Wien the double amount of the tuition fee and the students' union fee.

For more **detailed information** concerning the tuition fee and the students' union fee a please visit <https://www.tuwien.at/en/studies/admission/tuition-fee/>