

# Orientation Program

Fachschaft Doktorat (FSDr)

2023



- Who or what is Fachschaft Doktorat?
- Curriculum, guidelines and course of action
- Tuition fee
- Funding, employment and support
- Some useful links, literature and information
- Questions & Answers
- Autumn-Party

# Members of the Fachschaft Doktorat



## Representation of doctoral candidates at TU Wien

- Counselling (opening hours, via e-mail, individual meetings)
- Providing information (e.g. newsletter, website, . . .)
- Organising workshops (e.g. L<sup>A</sup>T<sub>E</sub>X, . . .)
- Co-designing the curriculum within the curriculum committee<sup>1</sup>
- Contact to rectorate, senate, professors and works council<sup>2</sup>
- Organising social events

<sup>1</sup> Studienkommission

<sup>2</sup> Betriebsrat

## Position Statement<sup>1</sup>

- Full employment for doctoral candidates
- Courses specifically designed for doctoral candidates
- Fair and transparent regulations for enrollment (e.g. regarding FH or non-EU Universities)

## Participation

- Monthly Jour Fixe
- Bi-weekly office hour
- Strategy seminar once per semester

<sup>1</sup> <https://fsdr.at/index.php/position-statement/>

# Structure of the Representation of Students

## Program Representation

FSDr = Fachschaft Doktorat

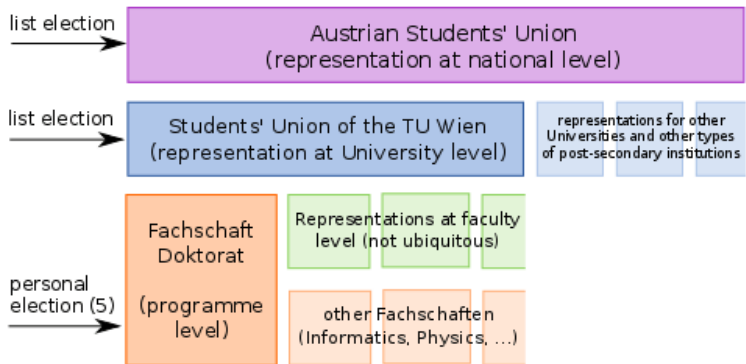
## University Representation

HTU = Hochschülerinnen- und Hochschülerschaft an der TU Wien (Students' Union of the TU Wien)

## National Representation

ÖH = Österreichische Hochschülerinnen- und Hochschülerschaft (Austrian Students' Union)

# Elections of the Student Representatives



- Period of office: two years
- Next election: May 2025

For employed doctoral candidates:

- Works council (for scientific staff) election<sup>1</sup>
  - Period of office: four years
  - Next election: November 2024
- Faculty council election<sup>2</sup>
  - Period of office: four years
  - Next election: November 2023
- Senate election<sup>3</sup>
  - Period of office: three years
  - Next election: May 2025

<sup>1</sup>Betriebsratswahlen

<sup>2</sup>Fakultätsratswahlen

<sup>3</sup>Senatswahlen



# Current Students Representatives

## ÖH Election 2023

Lisa Geiginger



Martin Baumann



Claudia Steinbach



Christoph Ribisch



Bettina Kern



# Doctoral Program

The doctoral programs are based on the curriculum<sup>1</sup>.

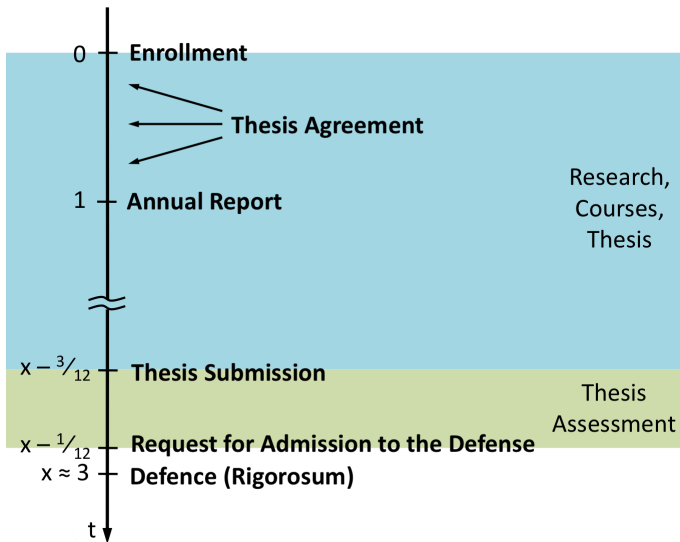
- Scope and duration: in total 180 ECTS; is aimed at a duration<sup>2</sup> of three years.
- Program structure:
  - Curricular part<sup>3</sup>: 18 ECTS of courses
  - Research, writing of the thesis and defence (Rigorousum): 162 ECTS

<sup>1</sup>[https://www.tuwien.at/fileadmin/Assets/dienstleister/studienabteilung/Doktoratsstudium/Doktoratsstudium\\_2022.pdf](https://www.tuwien.at/fileadmin/Assets/dienstleister/studienabteilung/Doktoratsstudium/Doktoratsstudium_2022.pdf)

<sup>2</sup>Regelstudiendauer

<sup>3</sup>Curricularer Anteil

# Suggested Timeline



Small differences for the informatics students – pre-submission

# Curricular Part - and other Courses

## Courses for the doctoral program:

- Courses from universities  
<https://fsdr.at/index.php/required-coursework/>
- Courses from the Department for HR Development and Health (e.g. WINA+), do not count for curricular part
- Any other courses useful for your doctorate
- Ultimate decision is with your dean of studies

# Agreement with Supervisor - Examples

- Doctoral Program:
  - Thesis topic
  - Research infrastructure
  - Courses for the doctoral program
  - Publications
  - Structure of the thesis (sections, cumulative dissertation, ...)
  - Meetings
- Working Place:
  - Office infrastructure
  - Mailing lists
- Employment:
  - Tasks
  - Teaching
  - Meetings and performance reviews

# Thesis Agreement

## Safety measure for yourself:

- Announcement of a doctoral thesis<sup>1</sup>
- Thesis agreement<sup>2</sup>
- Application for approval of the courses for the doctoral program<sup>3</sup>
- Monitoring of your schedule
- Jour fixes with your supervisor
- More info: <https://fsdr.at/index.php/thesis-agreement/>

<sup>1</sup>Meldung der Dissertation

<sup>2</sup>Dissertationsvereinbarung

<sup>3</sup>Ansuchen um Genehmigung der wissenschaftlichen Vertiefung

<https://www.tuwien.at/studium/studieren-an-der-tuw/formulare-antraege/>  
(all-in-one file)

# Cumulative Dissertation<sup>1</sup>

## Facts

- Dean of studies and supervisor need to agree
- Obligatory number of publications necessary

## Best Practices

- Supervisors dislike/like cumulative structure
- Heavily depends on research group
- Number and quality of publications hard to predict

<sup>1</sup>[https://ar.tuwien.ac.at/content/download/109762/file/Richtlinie\\_fuer\\_kumulative\\_Dissertationen\\_2014.07.02.pdf](https://ar.tuwien.ac.at/content/download/109762/file/Richtlinie_fuer_kumulative_Dissertationen_2014.07.02.pdf)

# Tuition Fees

- Students' union fee: 22.70 EUR<sup>1</sup>
- Tuition fee: either 363.36 EUR or 726.72 EUR<sup>2</sup>
  - Citizens of EU/EEA and Switzerland, recognised refugees: 363.36 EUR after 8 semester
  - Citizens on Non-EU countries with exceptions
- **Has to be paid in time for the continuation of your studies!**
- Remission of the tuition fee
  - Long-winded illness
  - Employment at TU Wien with some restrictions
  - Pregnancy
- Extended admission period - **NOT** for remission.

<sup>1</sup> <https://www.oeh.ac.at/en/service/oeh-contribution/>

<sup>2</sup> <https://www.tuwien.at/en/studies/admission/tuition-fee/tuition-fee>



# Waiver of Tuition Fees

- Regular students in the doctoral program
- Employed by TU Wien for at least 20 hours per week
- After end of your employment (lasting at least for 6 semesters) in the semester of your defence
- Everything can be looked up at:  
<https://www.tuwien.at/en/studies/admission/tuition-fee/tuition-fee/waiver-of-tuition-fee>

# Funding, Employment and Support

- Employment at TU Wien
  - University assistant
  - Project assistant
  - Within a doctoral school<sup>1</sup>
- Federal aid for students<sup>2</sup>
- Grants<sup>3</sup>
- TU International Office - support for conferences or research stay abroad<sup>4</sup>

<sup>1</sup>Doktoratskolleg

<sup>2</sup><https://www.stipendium.at>

<sup>3</sup><https://grants.at/en/>

<sup>4</sup><https://www.tuwien.at/en/studies/international/studying-abroad/phd-students-mobility/>

# FSDr Contact



fsdr@fsdr.at



fsdr.at



Main Building (Karlsplatz) **AF EG 32**

<https://tuw-maps.tuwien.ac.at/?q=AFEG32>

# Questions & Answers

Any questions?

And don't forget:



The poster features a central image of a snow owl with its eyes closed, set against a cityscape at dusk. The text is arranged in several sections: a top header with the event title and logo, a middle section with the target audience, a side section with food and drink offerings, and a bottom section with event details and a QR code.

**Autumn Fest**   
Fachschaft Doktorat

for doctoral candidates  
prospects, beginners & veterans welcome

beer, wine,  
non-alc  
and snacks

Friday, Nov. 10<sup>th</sup> - 06:00 pm  
Gußhausstraße 27-29  
Campus Gußhaus, Kontaktraum, 6<sup>th</sup> floor

  
<https://fsdr.at>



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