

## **PhD Programme N094**

### **Registration of the doctoral thesis**

It is highly recommended to find a thesis supervisor prior to the formal admission to the doctoral programme at the Medical University of Vienna.

#### **Requirements**

1. the doctoral thesis must be part of a peer-reviewed, funded research project,
2. the proposal of the doctoral thesis has to be ‚defended‘ in public prior to initiation of the project,
3. the student must be formally allocated to one of the approved thematic programmes.

#### **Registration of the doctoral thesis project** (recommended before completing the second semester)

In order to ensure the quality of the doctoral thesis, each applicant has to submit a completely signed and filled in registration form and a thesis proposal to the direction of curriculum via the Office for Student Affairs.

As a formal criteria the supervisor has to be evaluated and accepted by the direction of curriculum. Possible supervisors are listed within the thematic programmes.

If you intend to be supervised by a foreign supervisor please read the guidelines “Semesters(s) abroad”.

Pursuant to the articles of the Medical University of Vienna section II, §17b, para 10 a doctoral thesis committee (supervisor of the thesis and 2 further members who will be suggested by the programme coordinator) has to follow the progress of your doctoral thesis in regular intervals (at least once a year) and is required to comment on in a script.

Moreover the thesis committee shall mediate between the applicant and the supervisor if problems emerge. Therefore, one member shall be on the doctorand's disposal as a "mentor" to settle probable disagreements.

When writing the thesis proposal the following issues have to be considered:

- *The originality of the scientific problem*
- *Adequate and up-to date methods and technology*
- *In the course of the compilation of the doctoral thesis the students have to consider the guidelines of „Good Scientific Practice – Ethics in Science and Research“*
- *The doctoral thesis has to be constructed in conformity with the „Vancouver-Guidelines“*

Please submit your doctoral thesis registration and your thesis proposal to your program coordinator who will appoint two further members holding a "venia docendi" your doctoral thesis committee. At least one further member (extern member) must not be part of the organisational unit of the supervisor.

After the defense of your thesis proposal in front of the two further members of your thesis committee, the completely signed and filled in documents has to be forwarded to the direction of curriculum (via the Office for Student Affairs) who will decide about the approval.

Only after revision of the submitted forms the direction of curriculum can approve the doctoral thesis application and thesis plan. Supervisor and applicant will be informed by letter about the approved application.