

Study code	Registration number
UN094	

## Registration of the doctoral thesis

<b>Last and First Name</b>	
<b>Address of service</b>	
<b>Telephone</b>	<b>@mail</b>
<b>Completed diploma</b>	
<p>Hereby I declare that I have neither started nor completed a doctoral program at a medical faculty/medical university and that I have not/will not submit(ted) this doctoral thesis or parts of it for any other doctoral program.</p> <p>I declare that I have presented my thesis proposal to the doctoral thesis supervisor, to the members of the doctoral thesis committee and to the program coordinator of the thematic program.</p> <p>I declare that I acknowledge to be sworn to secrecy according to the <a href="#">Non-disclosure agreement</a> of the Medical University of Vienna and to be committed to the adherence with these formalities.</p>	
<b>Date (DD.MM.YYYY):</b>	<b>Signature of the applicant</b>
<b>Preliminary working title (please do not use abbreviations)</b>	
<b>Thematic program to which the thesis has been assigned</b>	
<b>Name of doctoral thesis supervisor (has to be evaluated as supervisor within the thematic program)</b>	
<b>Institute/Department:</b>	
<b>Division:</b>	
<b>To be carried out at the Institute/Department/Division for</b>	
<b>Name of the head of the organizational unit</b>	
<p><b>Declaration of the doctoral thesis supervisor</b></p> <p>Hereby I agree to supervise the doctoral thesis as specified above. Required material, spatial and financial resources, as well as all permissions (e.g. statement of the ethics commission, authorization for work with genetically altered organisms, bioassay permission, radioactivity authorization, etc.) have been obtained and are current. The head of the organizational unit has been informed about the thesis assignments and has agreed to provide support.</p> <p><b>The thesis has been integrated into a funded research project.</b></p> <p><b>Please indicate the project data and add approval documents:</b></p>	
<b>Project data:</b>	<b>Scholarship (please indicate if available):</b>
Project number:	Sponsor:
Sponsor:	Amount of support:
Amount of support:	Period of support:
Period of support:	
<b>Date and signature of the head of the organizational unit</b>	<b>Date and signature of the supervisor</b>

Two further thesis committee members* suggested by the program coordinator		
<b>Member 1*</b>	<b>external</b>	<b>Mentor</b>
<b>Name:</b>		
<b>Institute/Clinic</b>		
<b>Member 2*</b>	<b>external</b>	<b>Mentor</b>
<b>Name:</b>		
<b>Institute/Clinic</b>		
The thesis plan was defended in front of the thesis committee members and approved by its two further members* on		
<b>Signature of member 1</b>		<b>Signature of member 2</b>

Senior supervisor** suggested by the program coordinator
<b>Name and signature:</b>
<b>Institute/Clinic:</b>

Approval by the program coordinator	
<b>Date:</b>	<b>Name and signature of the program coordinator</b>

Approval by the direction of curriculum	
<b>Changes:</b>	<b>Prof. Sylvia Knapp</b> Co-Director

\*) The thesis committee has to consist of the supervisor and at least two further individuals. One of these members must not belong to the organizational unit, to which the thesis topic is assigned (external member). The thesis committee members shall watch the progress of the thesis, at least once a year, and if necessary give an expert opinion or serve as intermediates between the doctoral candidate and the supervisor in case of problems. In addition, one of the two members shall take on the task of arbitrator (mentor) to settle disagreements between the doctorand and the supervisor in cases where that may apply. The two further thesis committee members do not have to be evaluated within the thematic program.

\*\*\*) Required only if the supervisor has the status of a "junior supervisor". The "senior supervisor" has to be registered as supervisor within the thematic program.

## PROPEDEUTICS

**Propedeutics** are an important part of the doctoral program. It has to be completed by the end of the 4th semester and comprises a choice of medical and basic courses, of which 6 semester hours are obligatory. There is mandatory 1 semester hour in each „*Ethic and Good Scientific Practice*” and “*Project management and intellectual property rights*”.

4 semester hours can be chosen from the pool of the following courses. The selection has to be done under the supervision of the thesis committee and the program coordinator and is dependent on the undergraduate education and the selected thematic program.

Doctorands with a **non-medical diploma** have to complete at least one of the two "*Medical Propedeutics*". Doctorands **with a medical diploma** are not permitted to attend either of the two "*Medical Propedeutics*".

<b>Compulsory:</b>	Semester hours
Ethics and Good Scientific Practice	1 SWSt
Project management and intellectual property rights	1 SWSt

<b>To be selected:</b>	Semester hours	Choice
Medical Propedeutics – Anatomy and Physiology	2 SWSt	
Medical Propedeutics – Linking Biology and Diseases	2 SWSt	
Molecular and Cell Biology for Medics	2 SWSt	
Methods of Life Sciences	2 SWSt	
Methods in Molecular Biology and Biochemistry	2 SWSt	
Medical Biostatistics I	2 SWSt	
Medical Biostatistics II	2 SWSt	
Scientific Software and Databases	2 SWSt	
Mathematical Methods for Biomedical Research	2 SWSt	
Preparatory Course Medical Biostatistics	1 SWSt	
Basics of Scientific Writing and Presentation	2 SWSt	
Introduction to Medical Imaging and Biomedical Engineering	2 SWSt	
Experimental Biomedical Studies in Animals	3 SWSt	
BenchPress. A guide to scientific writing beginning at the worktable	1 SWSt	
Basic Data Literacy for Aspiring Life Scientists	2 SWSt	
Presenting in Scientific English in Medical Physics, Biomedical Engineering and Medical Imaging	1 SWSt	

**Signature of the applicant:**

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**Signature of the supervisor:**

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**Signature of the program coordinator:**

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1 SWSt (1 semester hour) = 15 academic hours à 45 minutes

**This form has to be filled in and signed by the supervisor and by the student  
in connection with each thesis registration!**

**Essential basic points of the thesis supervision at the Medical University of Vienna**

1. Guidance and support regarding the thesis project
2. Assessment of the necessary training and guidance as well as assistance in the selection and attendance of courses
3. Integration of students into an active research group or a research network
4. Help with the preparation and submission of the thesis proposal within 6 months following enrolment
5. Dense personal monitoring and guidance in the implementation of the thesis project
6. Guidance in the gaining of competence at scientific communication
7. Attending and supporting the active participation of students in the annual PhD Symposium held at the Medical University of Vienna
8. Active participation in teaching (especially thesis seminars) within the chosen program, participation in doctoral defense examinations
9. Supporting doctoral students in their active participation in international conferences
10. Assistance in the preparation of a first author publication and the doctoral thesis

I am thesis supervisor within the thematic program/s

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and have taken notice of the rules mentioned above.

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First name, last name supervisor

Date, signature

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First name, last name student

Date, signature