

The English version of the statute section on "study-law regulations" in the version published in the University of Innsbruck Bulletin of 06.05.2015 (Issue 23, No. 349) is legally non-binding and for informational purposes only. The legal basis is regulated in the statute section on "study-law regulations" in accordance with § 19, Para. 2.2 and 2.4 of the Universities Act 2002, published in the University of Innsbruck Bulletin of 03.02.2006 (Issue 16, No. 90) and most recently amended in the University of Innsbruck Bulletin of 06.05.2015 (Issue 23, No. 349).

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## **Statute section on "study-law regulations"**

in the version published in the University of Innsbruck Bulletin of 08.07.2013, Issue 45, No. 376

### **§ 1. Body responsible for study-law regulations**

- (1) In accordance with § 19, Para. 2.2 of the Universities Act of 2002 (henceforth UA), a single-person competent body is to be established to implement study-law regulations in the first instance. The competent body for matters concerning study-law regulations carries the designation Director of Studies.
- (2) The Director of Studies, who may be the Vice Rector or other qualified person, is appointed by the Rectorate after a hearing in front of the Senate for a maximum period of the duration of the term of office of the Rectorate. Reappointments are permitted. The appointment is to be announced in the University of Innsbruck Bulletin.
- (3) The main responsibilities of the Director of Studies are:
  1. approving applications for admission to individual programmes of study (UA § 55);
  2. awarding academic degrees to graduates of individual programmes of study (UA § 55, Para. 4);
  3. approving the completion of examinations for a university other than the university to which the student has been admitted (UA § 63, Para. 9.2);
  4. annulling by order the results of examinations, of diploma, Magister and master's theses, and of doctoral dissertations (UA § 74);
  5. issuing certificates confirming the completion of a programme of study (UA § 75, Para. 3) and diploma supplements (UA § 69, Para. 2);
  6. appointing academically qualified examiners for entrance and supplementary examinations, for the determination of the method of examination and for the determination of whether an examination is to be held by single examiner or by an examination board (UA § 76, Para. 1);
  7. recognizing examinations that have received a passing grade (UA § 78);
  8. annulling examinations that have been conducted in a manner exhibiting severe defects (UA § 79);
  9. guaranteeing the safekeeping of examination documents not given to students (UA § 84, Para. 1);
  10. *Omitted (notification in the University of Innsbruck Bulletin of 08.07.2013)*

11. granting requests to withhold access to scientific and artistic theses or dissertations deposited in the university library (in accordance with UA § 86, Para. 1) for up to five years from the time of delivery (UA § 86, Para. 2);
12. awarding academic degrees to graduates upon completion of degree programmes and continuing education courses (UA § 87, Para. 1 and 2);
13. awarding designations to graduates upon completion of continuing education programmes (UA § 58, Para. 2);
14. revoking academic degrees awarded within Austria (UA § 89);
15. recognizing the completion of a programme of study in a foreign country as equivalent to the completion of a degree programme in Austria – nostrification (UA § 90, Para. 3), and
16. completing the following tasks in accordance with the requirements of this statute section:
  - a) setting dates for examinations and registration deadlines (§§ 16 and 19);
  - b) appointing academically qualified examiners and forming examination boards (§§ 12,13,14,15 and 20);
  - c) disposition of applications within the registration procedure (§§ 18 and 19);
  - d) appointing academically qualified persons to supervise diploma, Magister and master's theses and doctoral dissertations, prohibiting topics and supervisors, submitting work to assessors, and determining the form in which academic work is to be submitted (§§ 24 and 25);
  - e) decisions on failure to attend or withdrawal from examinations with good reason (§ 23);
  - f) authorizing block courses (§ 5, Para. 2).
- (4) The Director of Studies can delegate responsibility to university teachers to reach decisions in his/her name on the matters described in Para. 3.1 to 3.16 in accordance with the relevant guidelines. These university teachers can establish an advisory board to assist in decision-making.

## **§ 2. Organization of the academic year**

- (1) The academic year consists of the winter semester, the summer semester and the course-free periods. It begins on 1 October and ends on 30 September of the following year.
- (2) The Senate is required to schedule teaching weeks and the course-free periods such that the academic year contains at least 30 teaching weeks, divided equally between the two semesters. For the course-free periods, one continuous period of at least eight weeks each academic year is to be established.

## **§ 3. Programmes of study in a foreign language**

- (1) When the subject of the programme of study is a foreign language, the curriculum may require that courses and examinations be held in that foreign language, including writing diploma, Magister and master's theses as well as doctoral dissertations. When the subject of a course is a foreign language, the curriculum may require that the course and the examination be held in that foreign language.
- (2) Courses and examinations may, assuming appropriate language proficiency, be held in a foreign language when the foreign language makes up a significant part of the technical language of the courses. For such examinations, mastery of the course material, not the language proficiency level, is to be the criterion for assessment.
- (3) Degree students are entitled to submit diploma, Magister and master's theses as well as doctoral dissertations in a foreign language with the agreement of their supervisor.
- (4) Courses and examinations in continuing education programmes may, assuming appropriate language proficiency, be held in a foreign language. For such examinations, mastery of the course material, not language proficiency, is to be the criterion for assessment.

- (5) The curricula of master's and doctoral programmes may stipulate that a programme be offered exclusively in a foreign language to be specified. It is not permitted to prescribe the number of students to participate in such a programme.

#### § 4. Subjects

- (1) Subjects are thematic units, the content and methodology of which, as a general rule, are conveyed through a number of related courses.
- (2) Compulsory subjects are those that are characteristic and essential for a given programme of study and for which examinations are to be taken.
- (3) Elective subjects are those that are selected by students in accordance with the conditions specified in the curricula and for which examinations are to be taken. Once an examination in a given elective subject has been taken, the elective subject may not be changed.
- (4) The terms "subject" and "subjects", including all expressions containing these terms, refer to curricula published before 01.03.2006.

#### § 5. Courses

- (1) The duration and scope of courses is given in semester hours and in ECTS (European Credit Transfer System) Credits. One semester hour is equivalent to as many teaching units as there are teaching weeks in the semester. A teaching unit lasts 45 minutes.
- (2) Courses are generally held on a weekly basis. Lecturers are entitled, with the approval of the Director of Studies, to hold courses during a part of the semester only, with the number of hours per week increased accordingly (block course). Block courses are only permitted if there are legitimate reasons and if premises are available. In doctoral programmes and continuing education programmes established in accordance with UA § 54, Para. 5, authorization is not required to create block courses.
- (3) The following types of courses are offered:
1. **Lectures (VO 'Vorlesung')** are courses held in lecture format. They introduce the research areas, methods and schools of thought for a given subject.
  2. **Studies orientation courses (SL 'Studienorientierungslehrveranstaltungen')** provide an overview of the study programme and its structure. They give students an objective basis to assess their decision to pursue their chosen subject
  3. **Working groups (AG 'Arbeitsgemeinschaften')** serve to treat a topic in collective fashion, examining the theories, methods and techniques of an area using group work.
  4. **Introductory seminars (PS 'Proseminare')** introduce students interactively to scientific literature through the treatment of selected issues. They convey knowledge and methods of academic work.
  5. **Practical courses (UE 'Übungen')** focus on the practical treatment of concrete scientific tasks within an area.
  6. **Seminars (SE 'Seminare')** provide in-depth treatment of scientific topics through students' presentations and discussion thereof.
  7. **Lectures with practical elements (VU 'Vorlesungen verbunden mit Übungen')** focus on the practical treatment of concrete scientific tasks that are discussed during the lecture parts of the course.
  8. **Practical training courses (PR 'Praktika')** provide practical experience with concrete scientific tasks, complementing occupational and academic training.
  9. **Excursions (EX 'Exkursionen')**, conducted outside the premises of the university, serve to demonstrate and deepen course contents.

10. **Excursions with practical elements (EU 'Exkursionen verbunden mit Übungen)**, conducted outside the premises of the university, serve to demonstrate and deepen course contents through practical experience with concrete scientific tasks.

11. **Project studies (PJ 'Projektstudien')** promote scientific collaboration of two or more fields through the treatment of multidisciplinary topics and the use of various methods and techniques.

*(Note: § 6 omitted, notification in the University of Innsbruck Bulletin of 03.02.2010)*

## **§ 7. Methods and types of examination**

- (1) The following methods of examination are used:
  1. Oral examinations are examinations that require responding to questions verbally.
  2. Written examinations are examinations that require responding to questions in written form.
  3. Project examinations require practical, experimental and theoretical written work as well as constructions that are completed as part of examinations.
- (2) The following types of examination are used:
  1. Single examinations are examinations held by a single examiner.
  2. Board examinations are examinations held by an examination board.
  3. Diploma examinations are examinations required to complete the individual sections of diploma programmes. When all parts of a diploma examination have been completed successfully, the corresponding section of the diploma programme is completed. When all diploma examinations and the diploma thesis have been completed successfully, the diploma programme is concluded.
  4. The final doctoral examination, consisting of the oral defence of the dissertation, concludes the doctoral programme.
  5. Module examinations are examinations that assess the knowledge and skills acquired in a module. When all parts of a module examination have been completed successfully, the module is concluded.
  6. Course examinations are:
    - a) examinations that assess the knowledge and skills covered in an individual course in which course assessment is based on a single examination at the end of the course; these are courses in accordance with § 5, Para. 3.1-3.
    - b) courses with continuous assessment, for which course assessment is based on regular written and/or oral contribution by participants; these are courses in accordance with § 5, Para. 3.4-11.
  7. Subject examinations are examinations that assess the knowledge and skills acquired in a subject.
  8. Comprehensive examinations are examinations that assess knowledge and skills acquired in more than one subject or in more than one course of a module.
  9. Supplementary examinations are examinations that are used to achieve university admission eligibility or to demonstrate knowledge of the German language or physical and motor competence.
- (3) The method and form of examination are to be specified in the curriculum. The curriculum may also require that the course instructor define the method of examination (§ 7, Para. 1) before the course begins
- (4) If an examination consists of a written and an oral part (UA § 73, Para. 2), both of which cover the entire subject or module, the calculation of the final grade is to be specified in the curriculum.

- (5) If a subject examination or a module examination consists solely of course examinations (§ 11, Para. 9.1a, 9.2. and 9.3a) and each element is completed successfully (UA § 73, Para. 2), the subject grade or module grade is to be calculated by
1. multiplying the grade of each course examination by the number of ECTS-Credits of that course;
  2. adding the totals;
  3. dividing this sum by the total ECTS-Credits of the courses; and
  4. if necessary, rounding the result to the nearest full grade. Five tenths may be rounded down.
  5. For examinations according to § 11, Para. 9.1c and 9.3b and c, points 1-4 above apply, providing that the grade is calculated based on both the ECTS-Credits for those courses in which continuous assessment is used as well on as the ECTS-Credits of the corresponding lecture(s).
  6. If all elements of a subject examination or module examination have been completed successfully, and if over 30% of the ECTS-Credits allocated to the subject examination or module examination have been assessed with "successful participation", the corresponding subject or module is to be assessed with "successfully participation".
- (6) For curricula published before 01.03.2006, semester hours take the place of ECTS-Credits.

### **§ 8. Qualification profile**

The qualification profile is the section of the curriculum that describes the academic and professional qualifications students should attain through completing the programme of study. The qualification profile is the basis for establishing the learning outcomes of the individual modules.

### **§ 9. Contact hours**

- (1) Contact hours refer to the time instructors and students meet for the purpose of conveying knowledge, skills and methods. Contact hours are part of students' workload (§ 10). The amount of contact time is to be given in semester hours.
- (2) In certain courses and in justified cases, the number of contact hours specified in the curriculum may, with permission of the Director of Studies, be replaced. Specific provisions are given in the regulations of the Rectorate and Senate.

### **§ 10. Workload**

The workload of students is the amount of time required to successfully complete a module or course (contact hours, distance learning units, studying, examination preparation, etc.). Workload is expressed in ECTS-Credits. One ECTS-Credit is equivalent to a workload of 25 hours.

### **§ 11. Modules**

- (1) The degree programmes and continuing education courses created in accordance with UA § 54 is to be divided into modules. This applies to degree programmes and continuing education courses whose curricula were published after 01.03.2006.
- (2) Modules are thematic units that consist of 2.5 or preferably 5 ECTS-Credits or a multiple thereof. Doctoral study and continuing education programmes may deviate from this. Attention should be paid to compatibility with other study programmes in regard to the use of synergy. A module typically covers a semester; in certain cases it may cover several semesters.
- (3)
  1. Module name, length, content and a short description of the learning objectives are to be specified in the curricula.
  2. Modules are to consist of several courses. In justifiable cases, a module may consist of only one course.

3. Title, type and length of courses are to be specified in curricula, with ECTS-Credits allocated in increments of 1, in justifiable cases in increments of 0.5.
  4. In the doctoral programmes created in accordance with UA § 54, Para. 4 and the continuing education programmes created in accordance with UA § 56, modules may be created that do not contain any courses.
  5. In the curricula of bachelor's programmes, a module may be established, with 7.5, preferably 5 or 10 ECTS-Credits, for which students may freely select courses from the curricula of bachelor's or diploma programmes of the University of Innsbruck in accordance with § 54, Para. 1. The prerequisites specified in the relevant curricula are to be fulfilled.
  6. In the curricula of master's programmes, a module consisting of 7.5 ECTS-Credits, preferably 5 or 10 ECTS-Credits, may be established in which students may freely select courses from the curricula of master's or diploma programmes of the University of Innsbruck in accordance with § 54, Para. 1. The prerequisites specified in the relevant curricula are to be fulfilled.
  7. In the curricula of bachelor's programmes, it may be specified that, for the purpose of individual specialization, modules amounting to a maximum of 20 ECTS-Credits may be freely selected from bachelor's programmes of the University of Innsbruck in accordance with § 54, Para. 1. The prerequisites specified in the relevant curricula are to be fulfilled.
  8. In the curricula of master's programmes, it may be specified that, for the purpose of individual specialization, modules amounting to a maximum of 20 ECTS-Credits may be freely selected from master's programmes of the University of Innsbruck in accordance with § 54, Para. 1. The prerequisites specified in the relevant curricula are to be fulfilled.
- (4) The curriculum of master's programmes may stipulate a module of 2.5 ECTS-Credits for the defence of the master's thesis, held as a final examination. The method and type of assessment is to be specified in the curriculum.
  - (5) In the curricula of doctoral programmes created in accordance with UA § 54, Para. 4, a module is to be included for the public defence of the dissertation, held as the final doctoral examination ("Rigorosum"). It is conducted as an oral examination in front of a board consisting of at least three examiners.
  - (6) For the purpose of applying acquired knowledge and skills, the curriculum may include a module from the second semester onward for a subject-specific internship. This module is to be an elective module unless legal regulations specify that it is to be mandatory. Should internship opportunities not be available, suitable alternatives are to be arranged.
  - (7) Compulsory modules are those modules that are essential and indispensable for a given programme of study.
  - (8) Elective modules are those modules described in the respective curricula from which students can choose. After taking an examination for an elective module, the elective module may not be changed.
  - (9) The assessment of a module (module examination) is of one of the following types:
    1. In a module consisting entirely of non-continuous assessment courses, through
      - a) course examinations or
      - b) a general examination covering the content of all non-continuous assessment courses or
      - c) a general examination covering the content of several non-continuous assessment courses and course examinations for the remaining non-continuous assessment courses.
    2. In a module consisting of one or several non-continuous assessment courses and several continuous assessment courses, through course examinations;

3. In a module consisting of one or several non-continuous assessment courses and one course with continuous assessment, through
  - a) course examinations or
  - b) through the assessment of the continuous assessment course and through a general examination of the content of the module's courses. In this case, the successful completion of the continuous assessment course is required in order to take the general examination.
  - c) the assessment of the continuous assessment course and through a general examination of the content of the non-continuous assessment courses. In this cases, the curriculum is to specify whether successful completion of the continuous assessment course is required in order to take the general examination.
4. In a module consisting of only one non-continuous assessment course, through a course examination;
5. In a module consisting entirely of one or more continuous assessment courses, through the assessment of these courses.
6. The performance assessment of a module that contains no courses is to be specified in the curriculum.

## **§ 12. Course examinations**

- (1) Course examinations are to be carried out by the lecturer of the respective course. Should this not be possible, e.g. due to illness or the end of the contractual relationship, the Director of Studies is to appoint another examiner with the necessary subject knowledge.
- (2) Course examinations with a single assessment at the end of the course are to be held by the end of the second semester following the semester in which the course took place. The examiner may extend this deadline by one further semester if justifiable reasons exist for doing so.

## **§ 13. Examiners of bachelor's, Magister, master's and diploma programmes**

- (1) For examinations other than those held in the form of course examinations, the Director of Studies is to appoint examiners from the academic and artistic staff of the University of Innsbruck (UA § 94, Para. 2) with "venia docendi" (university teaching authorization) in the relevant subject.
- (2) Furthermore, the Director of Studies is entitled, where necessary, to appoint as examiners persons with appropriate subject knowledge in the following order of precedence:
  1. privatdozents from the University of Innsbruck;
  2. emeritus university professors from the University of Innsbruck;
  3. retired university professors and associate professors from the University of Innsbruck;
  4. limited to the subject of their doctoral dissertation: academic research and teaching staff at the University of Innsbruck with a doctorate; in the field of architecture, academic staff without a doctorate may be appointed.
  5. persons with "venia docendi" (university teaching authorization) at another recognized university within Austria;
  6. persons with university teaching authorization at a recognized university outside Austria, provided that this qualification is comparable to "venia docendi" (university teaching authorization), required at the University of Innsbruck.
  7. in the field of architecture, other qualified professionals.

8. specialists with doctorates employed at non-university research facilities, assuming that the research facility, due to the quality and nature of its research activities and projects, is a recognized member of the international research community.

#### **§ 14. Examiners of doctoral programmes**

- (1) For examinations other than those held in the form of course examinations, the Director of Studies is to appoint examiners from the academic and artistic staff of the University of Innsbruck (UA § 94, Para. 2) with "venia docendi" (university teaching authorization) for the relevant subject.
- (2) Furthermore, the Director of Studies is entitled, where necessary, to appoint as examiners persons with appropriate subject knowledge. These persons are to be appointed in the following order of precedence:
  1. privatdozents from the University of Innsbruck,
  2. emeritus university professors from the University of Innsbruck,
  3. retired university professors and associate professors from the University of Innsbruck,
  4. persons with "venia docendi" (university teaching authorization) at another recognized university within Austria,
  5. persons with permission to teach at a recognized university outside Austria, provided that this permission to teach is comparable to "venia docendi" (university teaching authorization), required at the University of Innsbruck.
  6. professionals with a doctorate employed at non-university research facilities, assuming that the research facility, due to the quality and nature of its research activities and projects, is seen as a recognized member of the international research community.
- (3) The examination board of a final doctoral examination is to have at least one member who neither supervised nor graded the doctoral dissertation.

#### **§ 15. Examiners of continuing education programmes**

For examinations in continuing education programmes other than course examinations, the Director of Studies is to appoint examiners with appropriate subject knowledge.

#### **§ 16. Examination scheduling**

- (1) The Director of Studies is responsible for determining examination schedules and publishing these in an appropriate manner, with the exception of course examinations that take place at the end of the respective course. The Director of Studies is entitled to approve individual agreements between students and examiners concerning the scheduling of examinations.
- (2) The course instructor is responsible for determining examination schedules for course examinations held at the end of the respective course and announcing these schedules in an appropriate manner. Individual agreements between students and assessors concerning the scheduling of examinations are permitted.
- (3) In all cases, examinations are to be scheduled for the start, middle and end of every semester. If necessary, examinations can also be scheduled at the start and end of the course-free periods.
- (4) The registration period for examinations is to be scheduled appropriately and to last at least one week.

#### **§ 17. Repetition of examinations**

- (1) In addition to the three examination repetitions specified in UA § 77, Para. 2, one further repetition is permitted.
- (2) Comprehensive board examinations are to be repeated in their entirety if the candidate fails one of the subjects.

- (3) If an examination consists of a number of subjects or courses but is not held as a board examination, only the subject or course failed by the candidate is to be repeated.
- (4) The third or fourth repetition of a course examination is to be held as a board examination if the examination is conducted as a single examination. The student may also request that this be done for the second repetition of a course examination.
- (5) The third or fourth repetition of a subject examination or a module examination is to be held as a board examination. The student may also request that this be done for the second repetition of a course examination.
- (6) Failed continuous assessment courses are to be repeated in their entirety.

#### **§ 18. Registration for course examinations**

- (1) Registration is to occur within the specified registration period via the central registration system as specified by the Director of Studies. Decisions concerning registration are the responsibility of the course instructor. Permission to take an examination is to be granted if the student has met the requirements for registration specified in the curriculum and has provided proof that he/she is registered to continue the programme of study. A student may not register to take an examination for a course held in a semester during which he/she was on leave or not registered.

If registration is not granted, official notification thereof may, upon request, be issued by the Director of Studies following consultation with the course instructor.

- (2) If a continuous assessment course is offered in several parallel groups, students may register for only one of these course groups. Multiple registrations are not permitted. The final allocation of courses is determined by the Director of Studies.
- (3) Student Union representatives, as defined in the 1998 Students Union Act, are entitled to take board examinations instead of single examinations.

#### **§ 19. Registration for subject examinations, module examinations and board examinations**

- (1) Registration is to occur within the specified registration period. Permission to take the examination is to be granted if the student has met the requirements for registration specified in the curriculum and has provided proof that he/she is registered to continue the programme of study.
- (2) Students are entitled during registration to express preference for a particular examiner. From the second repetition of an examination onward, the request for a particular examiner at the University of Innsbruck is to be granted.
- (3) If registration or a request for a particular examiner, as per Para. 2, is not granted, official notification thereof is, upon request, to be issued by the Director of Studies.
- (4) Names of examiners and dates of examination are to be announced to students in an appropriate manner at least two weeks before an examination is held.
- (5) Should an examiner not be able to attend, the Director of Studies is to appoint another appropriately qualified examiner.

#### **§ 20. Examination boards**

- (1) For board examinations, the Director of Studies is responsible for establishing examination boards.
- (2) An examination board is to consist of at least three persons. An examiner is to be appointed for each examination subject or part thereof. At least one member of the examination board is to have "venia docendi" (university teaching authorization). Usually, a member with "venia docendi" (university teaching authorization) is appointed as the chairperson of the board.

#### **§ 21. Conducting examinations**

- (1) Examinations are to provide students the opportunity to demonstrate their level of acquired knowledge and skills, taking into consideration learning objectives and workload.

- (2) Oral examinations are open to the public. The number of persons permitted to attend the examination may be limited by space restrictions. For board examinations, all members of the board are to be present for the entire duration of the examination.
- (3) The examiners or the examination board chairperson is to ensure that the examination is carried out in an orderly fashion and that examination records are made. These examination records are to contain the subject of the examination, the time and place of the examination, the names of the examiners or the names of the members of the examination board, the name of the student, the questions posed, the grade awarded, reasons for failure and any other relevant details. On request, reasons for failure are to be provided to students in writing. Examination records are to be kept for at least one year following notification of the result.
- (4) The examination record information required in order to issue certificates is to be forwarded promptly to the relevant body.
- (5) The members of an examination board are to discuss and agree on the result of an examination – in the case of several examination subjects and/or courses, for each individual subject and/or course – behind closed doors. Decisions made by the examination board are to be reached through majority voting; the chairperson has the same voting right as the other members but is to vote last. When voting to determine the result in individual subjects or individual courses, each member of the examination board is to also consider the candidate's overall performance in the examination.
- (6) Should the examination board not reach a decision about the grading of a subject or course, the grades proposed by the members of the examination board are to be added together, divided by the number of members and rounded to the nearest grade. Five tenths should be rounded down.
- (7) The result of an oral examination is to be communicated to the student immediately following the examination. In the case of failure, the reasons are to be explained to the student.
- (8) The result of a written examination is to be announced via the online database LFU Online no later than four weeks following the examination. Students are to be informed when results will be available.

## **§ 22. Alternative examination method**

- (1) If a student provides evidence of long-term disability that makes it impossible for him/her to take an examination in the prescribed form, he/she may make a request for the examination to be carried out in a method other than those described in the curriculum, providing that the content or requirements of the examination are not affected. In such cases, the time allotted for an examination may also be extended accordingly.
- (2) The request is to be submitted to the Director of Studies, at the latest upon registration for the examination. Credible reasons are to be provided. Certification from a doctor may be required.
- (3) If a request is not granted, notification thereof is to be issued.

## **§ 23. Cancellation and withdrawal from examination, failure to appear**

- (1) For course examinations and other examinations not held as course examinations, students are entitled to withdraw from examinations by submitting written notice to the Director of Studies up to three days before the day of the examination without specifying reasons. Thereafter, examination withdrawal requires justification.
- (2) A grade of "unsatisfactory" is given when, after an examination has begun, a student withdraws from the examination without valid reason or uses prohibited means or aids. An examination begins as soon as examination tasks have been distributed or the first question has been posed.
- (3) If a student fails to appear without providing valid reason, he/she is not permitted to take the examination at the next examination date.
- (4) Students are to inform the Director of Studies in writing of their failure to attend or their withdrawal from the examination within one week and to provide valid reason.

- (5) When valid reason exists, the examination from which the student withdrew (Para. 2) is not counted as part of the total number of examination repetitions allowed, and the prohibition from taking the examination at the next date (Para. 3) does not apply. In cases of rejection, the student may, upon request, receive written notification.

#### **§ 24. Supervision and assessment of diploma, Magister and master theses**

- (1) Academic and artistic staff of the University of Innsbruck (UA § 94, Para. 2) with "venia docendi" (university teaching authorization) are eligible to supervise and assess diploma, Magister and master's theses in their discipline.
- (2) Moreover, where necessary, the Director of Studies is entitled to appoint the following appropriately qualified persons to act as supervisors or assessors:
1. privatdozents from the University of Innsbruck;
  2. emeritus university professors from the University of Innsbruck;
  3. retired university professors and associate professors from the University of Innsbruck;
  4. limited to the subject of their doctoral dissertation: scientific staff and staff involved in teaching or research at the University of Innsbruck with doctorates; in the field of architecture, academic staff without a doctorate may be appointed,
  5. persons with "venia docendi" (university teaching authorization) at another recognized university within Austria,
  6. persons with permission to teach at a recognized university outside Austria, provided that this permission to teach is comparable to the "venia docendi" (university teaching authorization) required by the University of Innsbruck,
  7. persons without permission to teach at a recognized university outside Austria but with a teaching qualification equivalent to the "venia docendi" (university teaching authorization) required by the University of Innsbruck,
  8. specialists with doctorates employed at non-university research facilities, assuming that the research facility, due to the quality and nature of its research activities and projects, is a recognized member of the international research community.
- (3) Students are entitled to propose a supervisor.
- (4) Students are to inform the Director of Studies about the topic of the diploma, Magister or master's thesis and the name of the supervisor in writing before commencing work on the thesis. The topic and supervisor will be deemed as being approved if the Director of Studies does not state otherwise via notice within one month of the proposal being received.
- (5) Until submission of the diploma, Magister or master's thesis (Para. 6), the student may, with agreement of the supervisor specified in accordance with Para. 4, change his or her supervisor. The Director of Studies is to be informed of such a change immediately. If the previous supervisor does not agree with the change, the Director of Studies is to reach a decision, with particular consideration of the extent of work done and supervision given to date.
- (6) The completed diploma, Magister or master thesis must be submitted in hard copy and in the specified electronic format to the Director of Studies. The Director of Studies must present the diploma, Magister or master thesis to a university teacher in accordance with Para. 1 and 2. This university instructor must assess the diploma, Magister or master's thesis within two months following submission of the thesis. Should the diploma, Magister or master's thesis not be assessed within two months of its submission, the Director of Studies must, if requested, allocate the diploma, Magister or master thesis to another university instructor in accordance with Para. 1 and 2.
- (7) A diploma, Magister or master's thesis may be submitted for only one programme of study.
- (8) It is not permitted to revise and resubmit a diploma, Magister or master's thesis that has been assessed and awarded a passing grade.

## **§ 25. Supervision and assessment of doctoral dissertations**

- (1) Academic and artistic staff of the University of Innsbruck (UA § 94, Para. 2) with "venia docendi" (university teaching authorization) are eligible to supervise and assess doctoral dissertations in their subject of expertise.
- (2) Where necessary, the Director of Studies is also entitled to allocate persons with appropriate subject knowledge as supervisors and assessors. These persons are to be appointed in the following order:
  1. privatdozents from the University of Innsbruck,
  2. emeritus university professors from the University of Innsbruck,
  3. retired university professors and associate professors from the University of Innsbruck,
  4. persons with "venia docendi" (university teaching authorization) at another recognized university within Austria;
  5. persons with permission to teach at a recognized university outside Austria, provided that this permission to teach is comparable to the "venia docendi" (university teaching authorization) required at the University of Innsbruck,
  6. persons without permission to teach at a recognized university outside Austria but with a teaching qualification equivalent to the "venia docendi" (university teaching authorization) required at the University of Innsbruck (venia docendi),
  7. specialists with doctorates employed at non-university research facilities, assuming that the research facility, due to the quality and nature of its research activities and projects, is a recognized member of the international research community.
- (3) Students are entitled to propose a supervisor.
- (4) In doctoral study programmes established according to UA § 54, Para. 4, students are to propose a team of supervisors consisting of at least two supervisors (dissertation committee), whereby one person with "venia docendi" (university teaching authorization) is to be named the main supervisor. With the exception of the main supervisor, it is permitted to propose supervisors from related fields.
- (5) Students are to inform the Director of Studies of the topic of the doctoral dissertation and the name(s) of the supervisor(s) in writing before commencing work on the dissertation. The topic and supervisor(s) are considered accepted if the Director of Studies does not state otherwise via notice within one month after receiving the proposal.
- (6) Until the submission of the dissertation (Para. 7), a change in supervisors named as per Para. 5 is with his/her consent permitted. The Director of Studies is to be informed of such a change immediately. Should the previous supervisor not consent to the change, a decision is to be made by the Director of Studies, with particular consideration of the extent of work done and supervision given to date.
- (7) The completed doctoral dissertation is to be submitted in duplicate hard copy and in the specified electronic format to the Director of Studies. The curriculum may state that a doctoral dissertation can also consist of articles related to the content or methodology of the dissertation. Quality criteria of the respective academic discipline are to be specified in the curriculum and in the dissertation agreement. The Director of Studies is to provide the dissertation to two university teachers in accordance with Para. 1 and 2. Only one of the supervisors can be appointed as an assessor. The assessment of a doctoral dissertation is to be completed as soon as possible, at the latest within three months of submission. Should the doctoral dissertation not be assessed within three months of its submission, the Director of Studies, if requested, is to assign the dissertation to another university instructor in accordance with Para. 1 and 2.
- (8) Should one of the assessors not award the doctoral dissertation a passing grade, or should the evaluations given by the assessors differ by more than two grades, the Director of Studies

is to enlist a third examiner in accordance with Para. 1 and 2. He/she is to assess the doctoral dissertation within two months.

- (9) Should the assessors be unable to reach an agreement on the evaluation, the proposed grades are to be added, divided by the number of assessors and rounded to the nearest whole grade. Five tenths should be rounded down. A doctoral dissertation can only be awarded a positive overall grade if at least two of the three assessors have awarded it a positive grade.
- (10) A dissertation may be submitted for one study programme only.
- (11) It is not permitted to revise and resubmit a dissertation that has already been assessed and awarded a passing grade.

#### **§ 25a. Magister, master's and diploma thesis agreements, dissertation agreements**

- (1) A Magister, master's or diploma agreement is a written agreement between a student of a Magister, master's or diploma programme and the supervisor of the Magister, master's or diploma thesis. The agreement is to specify the subject, length and form of the thesis as well as the organization of the work, the continuation of the student's studies and a time frame.
- (2) A dissertation agreement is the written agreement between a doctoral student and the supervisor of the dissertation. The agreement is to specify the topic, length and form of the dissertation as well as measures to ensure quality standards in the relevant discipline ("state of the art"), the organization of the work, the continuation of the student's studies and a time frame.
- (3) The agreement is to be submitted to the Director of Studies before commencing work on the respective thesis or dissertation. The agreement is to be updated accordingly if there is a change in supervisor or content.

#### **§ 26. Application for nostrification (recognition of foreign degrees)**

- (1) The application is to be submitted to the Director of Studies in cases where the relevant degree programme is offered at the University of Innsbruck. The applicant is required to offer demonstrable evidence that the nostrification is imperative for the applicant's employment or further education in Austria. The application is to indicate the programme of study at an Austrian university considered equivalent to the completed foreign programme of study as well as the academic degree sought.
- (2) The following evidence is required on application:
  1. Evidence that the nostrification is imperative, either for employment or further education in Austria.
  2. Proof of nationality.
  3. Proof that the quality of the recognized post-secondary educational institution abroad is comparable to that of a recognized post-secondary educational institution in Austria.
  4. Proof of completion of the programme of study at the recognized post-secondary educational institution abroad.
  5. Certificate indicating the conferral of the academic degree or, if no certificate was awarded, proof of completion of the academic degree programme.
- (3) The applicant is to submit authorized translations of certificates in a foreign language. The original document is to be submitted in accordance with Para. 2.5.
- (4) It is not permitted to submit the same application for nostrification to another university, either at the same time or after its withdrawal.

#### **§ 27. Assessment procedure**

- (1) With reference to the curriculum at the time of application, the Director of Studies is to assess whether the programme of study completed abroad is equivalent to the Austrian programme of study named in the application in terms of the outcome of the educational programme in its entirety. Random testing of knowledge in individual subjects or modules is permitted.
- (2) Where there is fundamental equivalence between the programmes of study, and only certain supplementary qualifications are missing for full equivalence, the Director of Studies is to inform the applicant of examinations and/or a diploma, Magister or master's thesis or doctoral dissertation required for full equivalence within a reasonable period of time specified in the notification.

In order to complete the required examinations and/or diploma, Magister or master's thesis, the Rectorate is to admit the applicant as a non-degree programme student.

- (3) The regulations concerning the recognition of examinations are not to apply.

#### **§ 28. Notification of nostrification**

- (1) The Director of Studies is to inform the applicant via notification of the nostrification. The notification is to specify the Austrian programme of study to which the foreign programme of study equivalent and the Austrian academic degree the applicant may use in the place of the foreign academic degree as a result of nostrification. The conferral of this notification is to be noted on the certificate presented by the applicant indicating the completion of the foreign academic degree programme.
- (2) The Director of Studies is to revoke the nostrification via notification if it was obtained through forged documentation.
- (3) The fee for the nostrification of a foreign programme of study is 150 euros. This fee is to be paid in advance. The fee is not refunded if an application for nostrification is rejected or withdrawn.

#### **§ 29. Deferral**

- (1) On request, students are entitled to defer their studies with valid reason for a maximum of two semesters at a time. Valid reasons may include, for example:
  1. military or civilian service,
  2. pregnancy,
  3. childcare for own children,
  4. long-term illness, or
  5. necessary care of a close relative living in the same household.

Reasons are to be substantiated.

- (2) The request for deferral must be received by the Rectorate before the start of the semester for which the deferral is requested.
- (3) For the stipulated period of deferral, the student remains admitted to the programme of study. During this period, however, the student is not permitted to participate in courses, to take examinations or to submit a diploma, Magister or master's thesis or a doctoral dissertation.

#### **§ 30. Establishment of curriculum commissions for degree programmes and continuing education programmes**

- (1) For the duration of its term of office, the Senate is to establish:
  1. a curriculum commission for each faculty for continuing education programmes and degree programmes, with the exception of secondary school teacher accreditation programmes; and
  2. a curriculum commission for secondary school teacher accreditation programmes for the whole university.

- (2) For an interfaculty degree programme and an interfaculty continuing education programme, the Senate may, in special cases, establish an interfaculty curriculum commission for the duration of its term of office.
- (3) The curriculum commission is to consist of two, three or four representatives from the following groups:
  1. university professors,
  2. associate professors and academic research/teaching staff,
  3. students.
- (4) Representatives according to Para. 3.1 and 3.2 are to be sent by the respective groups of the Senate. Student representatives are to be sent by the responsible body of the Austrian Students' Union at the University of Innsbruck.
- (5) To support their work, curriculum commissions may create working groups without decision-making powers. Para. 3 is to be applied accordingly.
- (6) The Dean of Studies and the Associate Dean of Studies, assuming that they are not members of the curriculum commission, are to be invited to the meetings of the curriculum commission and its working groups as information providers with the right to table motions.
- (7) With a simple majority, the curriculum commission can decide to bring in other persons to provide information on items under discussion. These persons are not entitled to table motions or to vote.
- (8) The curriculum commission is bound by the guidelines of the Senate (UA § 25, Para. 10).

### **§ 31. Establishment, conversion and discontinuation of regular degree programmes and modification of degree programme curricula**

- (1) Establishment, conversion and discontinuation of regular degree programmes are carried out by the Rectorate as part of the development plan. Modifications of curricula of regular degree programmes are carried out according to § 32.
- (2) An application for establishment, conversion and discontinuation of regular degree programmes can be submitted to the Rectorate by the Dean of the corresponding faculty or faculties. The establishment, conversion and discontinuation of regular degree programmes can be initiated by the Rectorate without such an application.
- (3) Decisions concerning establishment, conversion and discontinuation of regular degree programmes are to consider the following criteria:
  1. compatibility with the performance agreement and development plan,
  2. contribution to the development of science and to the training and career advancement of junior academic staff,
  3. innovative qualities,
  4. requirements for entrance to a profession and acceptance among professional associations and the public,
  5. consequences for resources (personnel and space requirements, financial feasibility).
- (4) Decisions on the establishment of joint programmes of study are to be based on the agreement of the Rectorate and Senate with the educational institutions involved.

### **§ 32. Establishment and modification of degree programme curricula**

- (1) Application for establishment of a new degree programme is to be submitted by the Rectorate to the Senate at least twelve months before the intended programme is to take

effect. For joint programmes of study, an agreement between the Rectorate and the educational bodies involved is to be included in the application.

- (2) Application for modification of a degree programme curriculum currently in effect is to be submitted by the Rectorate to the Senate at least twelve months before the intended modification is to take effect.
- (3) The Senate chairperson is to submit the application according to § 32, Para. 1 or 2 to the relevant curriculum commission in order to draft the curriculum.
- (4) The curriculum commission is to publish the draft version of the curriculum for the establishment of a new degree programme or the draft of the modification of the curriculum on the University's website for general comment and to provide the draft(s) to the following bodies for comment:
  1. the Rectorate
  2. the University Council
  3. the Senate
  4. the Director of Studies
  5. the Deans of Studies of all faculties
  6. the Deans of all faculties concerned
  7. the Equal Opportunities Working Group
  8. the Student Union
  9. for theological curricula, the relevant ecclesiastical representatives
  10. the works council for academic staff
  11. professional associations

Comments may be given for a period of two months.

- (5) When providing for comment the draft of the curriculum for a newly established degree programme according to § 32, Para. 4, the following is to be included:
  1. recommended course sequence (60 ECTS-Credits per academic year or 30 ECTS-Credits per semester),
  2. calculation of the required resources and teaching requirements (personnel and space requirements, financial and administrative feasibility),
  3. statement from the Dean(s) of the relevant faculty/faculties in regard to the consequences in terms of resources.
- (6) When providing for comment the draft of the modifications to the curriculum of an existing degree programme according to § 32, Para. 4, the following is to be included:
  1. statement from the Dean(s) of the relevant faculty/faculties
  2. statement from the Dean(s) of Studies of the relevant faculty/faculties
  3. detailed description and explanation of the requested modifications, including explanation of implications (jointly used courses, etc.)
  4. confirmation of the availability of personnel and space requirements, financial resources and administrative feasibility.
- (7) The curriculum commission may, in cases of minor modifications to the curriculum, refrain from the procedure described in § 32, Para. 4. In any event, the draft of the curriculum modifications for an existing degree programme is to be provided to the Rectorate and the Director of Studies for comment within two months. In addition, the draft of modifications to

an existing theological degree programme is to be provided to the relevant ecclesiastical representatives.

- (8) Modifications are considered minor, as per § 32, Para. 7, provided that
1. no new mandatory modules or mandatory subjects and no new mandatory internships are introduced,
  2. no mandatory modules or mandatory subjects are removed,
  3. in no mandatory module or mandatory subject are ECTS-Credits or semester hours changed by more than 50 percent,
  4. in the entire curriculum, no more than 20 percent of the ECTS-Credits are affected by the modification,
  5. equivalence of courses in terms of content is maintained,
  6. no significant change in examination regulations is made,
  7. the modifications do not apply to the Studies Induction and Orientation Stage,
  8. the modifications have no financial consequences or only insignificant financial consequences, and
  9. the modifications result in no additional administrative work or only in insignificant additional administrative work.
- (9) After conducting the procedure described in Para. 4 or Para. 5 and in consideration of the comments received, the legal regulations and the provisions of the statute, the curriculum commission is to reach a final decision on the curriculum or the modifications to the curriculum.
- (10) Following the final resolution of the curriculum commission, the curriculum or the modifications to the curriculum is/are to be provided by the Rectorate to the Senate for adoption of the resolution together with the result of the procedure according to Para. 4 or Para. 7 and, based thereupon, the confirmation of resource feasibility (personnel and space requirements, financial feasibility). In assessing resource feasibility, the Rectorate is to consider all elements of the curricula related to resources and extracurricular teaching activities of the relevant faculty.
- (11) The Senate is to reject the resolution of the curricular commission if
1. its composition is incorrect,
  2. it was reached without regard to procedural requirements that otherwise may have led the curricular commission to reach a different decision,
  3. it conflicts with existing laws and provisions, particularly the regulations of the Senate.
- (12) After approval of the resolution, the Senate is to provide the Rectorate the curriculum or the modification of the curriculum. If the curriculum or the modification of the curriculum is not vetoed within a month of its submission, the Senate is to publish the curriculum or the modification of the curriculum in the University of Innsbruck Bulletin.

### **§ 33. Curriculum content for bachelor, master and diploma programmes**

- (1) The establishment of bachelor's and master's programmes requires that they differ from existing bachelor's and master's programmes in terms of content and duration. Three-year bachelor's programmes are to consist of at least 120 ECTS-Credits, four-year bachelor's

programmes are to consist of at least 160 ECTS-Credits, and master's programmes are to consist of at least 80 ECTS-Credits.

- (2) Diploma programmes are to be divided into two or three sections, the duration of which is to be stated in the curriculum. The aim of the first section of the programme is to introduce the field and establish fundamental knowledge of it; the second and the third sections serve to deepen this knowledge and provide specialized training.
- (3) The curricula of bachelor's and master's programmes are to be designed such that parts of the programmes may be completed abroad.
- (4) The curriculum is to contain
  1. the qualification profile in accordance with the content and goals of the curriculum,
  2. the total number of ECTS-Credits and their distribution among the individual modules and the diploma or master's thesis, ensuring conformity with the aims of the Bologna Process in regard to the quality assurance of teaching. ECTS-Credits are also to be allocated to bachelor theses where the allocation of credits is not already provided for in the corresponding course (6),
  3. the amount of contact time in semester hours,
  4. for bachelor's and diploma programmes, the structure of the Studies Induction and Orientation Stage,
  5. the name, scope and content type of modules, a short description of their objectives and their status as compulsory or elective,
  6. the title, type and scope of courses, their ECTS-Credits and distribution among the modules,
  7. specifications for the bachelor's thesis,
  8. specifications for the subject of the diploma or master thesis;
  9. the allocation of courses to the participating faculty or educational institution if the programme of study is held in conjunction with another faculty or educational institution in compliance with UA § 54, Para. 9,
  10. examination regulations,
  11. for the secondary school teacher accreditation programme in the field of movement and sports, and for the study programme in the field of sport science, details about the supplemental examination for the assessment of physical and motor skills;
  12. the stipulation that, notwithstanding school-specific training, the educational and subject-specific didactic element of secondary school teacher accreditation programmes are to make up 20-25% of each teaching subject,
  13. in the case of secondary school teacher accreditation programmes, the duration and details of the school internship,
  14. the academic degree to be awarded and its abbreviation,
  15. provisions for the transitional phase and date(s) of effect.
- (5) The curriculum is to indicate the allocation of the programme to one of the groups of study programmes as per UA § 54, Para. 1, in accordance with the resolution of the Rectorate.
- (6) Moreover, the curriculum may specify
  1. distance learning courses and the replacement of contact time (§ 9)
  2. for courses with a justified restriction on the number of participants, the number of participants and the procedure for the allocation of places
  3. the completion of an internship and details regarding suitable alternatives

4. information about courses, examinations and diploma and master's theses in a foreign language, in accordance with Para. 3.1.
5. general stipulations on the recognition of examinations in accordance with UA § 78
6. qualitative requirements for admission to master programmes in accordance with UA § 64, Para. 5.

#### **§ 34. Curriculum content for doctoral programmes**

- (1) Doctoral programmes are not divided into sections.
- (2) In accordance with contents and objectives, the curriculum is to contain
  1. the qualification profile of the doctoral programme,
  2. the duration of the doctoral programme,
  3. the amount of contact time in semester hours,
  4. specification of the modules (name, objectives, content, courses, performance assessment, workload in ECTS-Credits),
  5. specifications for the topic and type of dissertation, for which the workload should be equivalent to 120 to 150 ECTS-Credits,
  6. if the programme is held in conjunction with other educational institutions in compliance with UA § 54, Para. 9, the allocation of courses to the educational institutions involved;
  7. examination regulations;
  8. the academic degree to be awarded and its abbreviation;
  9. provisions for the transitional phase and date(s) of effect.
- (3) The curriculum is to indicate the allocation of the programme to one of the groups of study programmes as per UA § 54, Para. 1, in accordance with the resolution of the Rectorate.
- (4) Moreover, the curriculum may specify:
  1. distance learning courses and the replacement of contact time (§ 9),
  2. for courses with a justified restriction on the number of participants, the number of participants and the procedure for the allocation of places,
  3. information about courses, examinations and diploma and master's theses in a foreign language, in accordance with Para. 3.1,
  4. qualitative requirements for the admission to a doctoral programme.

#### **§ 35. Transitional provisions for degree programmes**

- (1) Modifications to the curriculum are to be applied to all students in such a way that, once the modifications have come into force, students are able to complete their study programme in line with the current curriculum by 30 November of the respective year. Students are not be disadvantaged as a result. Relevant equivalence lists are to be announced by the Director of Studies in the University of Innsbruck Bulletin. Elective modules already completed remain recognized.
- (2) If existing study programmes are replaced by bachelor's, master's or doctoral programmes, transitional provisions are to be established in the curricula according to UA § 80, Para. 2.
- (3) The discontinuation of a degree programme is permitted as of 30 September of a given year and is to be announced by the Rectorate in the University of Innsbruck Bulletin before 1 July of the same year. Transitional provisions are to be provided in accordance with UA § 80, Para. 2.

*(Note: § 36 omitted, notification in the University of Innsbruck Bulletin of 02.09.2009)*

### **§ 37. Establishment and discontinuation of continuing education programmes**

- (1) The establishment of continuing education programmes is carried out by the Rectorate on the initiative of the Rectorate, the Senate or the Dean(s) of the relevant faculty or faculties.
- (2) When establishing continuing education programmes, the Rectorate is to pay particular attention that
  1. regular operations of degree programmes and research are not be adversely affected (utilization of resources),
  2. there is a demand for the type of programme,
  3. the continuing education programme is guaranteed to break even financially, and
  4. the head of the programme possesses the necessary subject-specific expertise.
- (3) Furthermore, the Rectorate is to pay attention that the proposed continuing education programme fulfills the following criteria:
  1. assuring a practically oriented educational programme at university level,
  2. promoting the professional flexibility of its graduates,
  3. supporting the practical application and implementation of research findings from the University of Innsbruck,
  4. fulfilling the goal of the university to provide continuing education, particularly for university graduates,
  5. contributing to raising the university's profile.
- (4) The discontinuation of continuing education programmes is carried out by the Rectorate on the initiative of the Rectorate, the Senate or the Dean(s) of Faculty of the relevant faculty or faculties. Students admitted to continuing education programmes are entitled to complete their studies within the stipulated timeframe.
- (5) The establishment and discontinuation of continuing education programmes is to be announced immediately in the University of Innsbruck Bulletin.

### **§ 38. Establishment and modification of continuing education programme curricula**

- (1) The application for establishment of a new curriculum or modification of an existing one is to be submitted by the Rectorate to the Senate together with a finance plan demonstrating the break-even feasibility of the continuing education programme. If the continuing education programme is run in cooperation with other educational institutions in accordance with UA § 56, the agreement between the Rectorate and the other educational institutions as well as the resolution of the establishment of the curriculum are to be included.
- (2) The chairperson of the Senate is to refer the application to the relevant curriculum commission.
- (3) The draft curriculum prepared by the curriculum commission is to be provided for comment, within the timeframe specified by the curriculum committee, to the following:
  1. the Rectorate,
  2. the University Council,
  3. the Senate,
  4. the Director of Studies,
  5. the Deans and the Deans of Studies of all faculties concerned,
  6. the Equal Opportunities Working Group,
  7. the Austrian Students' Union,
  8. for theological curricula, the relevant ecclesiastical representatives

- (4) After conducting the procedure described in Para. 3 and in consideration of the comments received, the legal regulations and the provisions of the statute, the curriculum commission is to issue and enact the curriculum.
- (5) Following the final resolution of the curriculum commission, the curriculum is to be provided, together with the result of the procedure according to Para. 3 and the confirmation of break-even feasibility, by the Rectorate to the Senate for adoption of the resolution
- (6) The Senate is to reject the resolution of the curricular commission if
  1. its composition is incorrect
  2. it was reached without regard to procedural requirements that otherwise may have led the curricular commission to reach a different decision,
  3. it conflicts with existing laws and provisions, particularly the regulations of the Senate.
- (7) After approval of the resolution, the Senate is to provide the Rectorate the curriculum. If the curriculum is not vetoed within a month of its submission, the Senate is to publish the curriculum or the modification of the curriculum in the University of Innsbruck Bulletin.

### **§ 39. Appointment of heads of continuing education programmes**

At the proposal of the Dean(s) of the relevant faculty or faculties, the Rectorate is to appoint a head for a continuing education programme from the academic staff, usually someone with habilitation, in accordance with UA § 27, Para. 2. The appointment is to be announced immediately in the University of Innsbruck Bulletin.

### **§ 40. Curriculum content of continuing education programmes**

- (1) The curriculum is to contain:
  1. the qualification profile of graduates of the relevant continuing education programme,
  2. admission requirements,
  3. the duration and structure of the continuing education programme,
  4. the total number of ECTS-Credits and their allocation to the individual modules and, where appropriate, the obligatory written paper,
  5. the amount of contact time in semester hours,
  6. the name, scope and content type of modules, a short description of their objectives, and their status as compulsory or elective,
  7. the title, type and scope of courses, their ECTS-Credits and distribution among the modules,
  8. the allocation of courses to the participating educational institution if the programme of study is held in conjunction with another educational institution in compliance with UA § 56;
  9. specifications for the obligatory written paper, where appropriate,
  10. examination regulations,
  11. the academic degree to be awarded and its abbreviation,
  12. provisions for the transitional phase and date(s) of effect.
- (2) Moreover, the curriculum may specify:
  1. distance learning units,
  2. demonstrable prior knowledge/training in a particular area in order to register for courses ,
  3. the stipulation for courses and examinations in a foreign language, in accordance with Para. 3.4,
  4. the completion of an internship and details regarding suitable alternatives,

5. the obligatory or recommended sequence in which modules and courses within modules should be completed.

#### **§ 41. Date of effect of curricula for continuing education programmes**

The curriculum or the changes to the curriculum are to take effect one month after their announcement.

#### **§ 42. Joint programmes of study**

- (1) Joint programmes of study are joint, double or multiple degree programmes conducted on the basis of an agreement between the University of Innsbruck (in conjunction, where applicable, with other Austrian universities, universities of applied sciences ("Fachhochschulen"), private universities or teacher training colleges) and one or more recognized post-secondary educational institution(s) outside Austria.
- (2) A joint programmes of study is established by the Rectorate. The decision regarding establishment is to consider the following criteria in particular:
  1. compatibility with the performance agreement and development plan
  2. the demand for the joint programme of study
  3. the compatibility of the participating institutions with respect to the principal regulations of the Universities Act and the statutes of the University of Innsbruck
  4. consequences for resources (personnel and space requirements, financial feasibility)
- (3) The agreement concerning the joint programme of study is to be finalized by the Rectorate based on the Universities Act and the statutes of the University of Innsbruck. The agreement is to establish which tasks students are expected to perform at each of the participating institutions. Moreover, the essential conditions for the implementation of the joint programme of study are to be specified.
- (4) The application to create a new curriculum is to be submitted by the Rectorate to the Senate. The procedures described in §§ 32, 33 and 34 are to be applied for the creation of a curriculum and its content.
- (5) Modules in the curriculum may be specified that differ from the ECTS-Credits described in § 11, Para. 2.
- (6) The curriculum may provide regulations that differ from those in § 11, Para. 3.3 (specification of courses in modules).
- (7) The curriculum or the cooperation agreement may specify that students are entitled to propose an additional supervisor for Magister, master's or diploma theses from one of the participating educational institutions. Furthermore, in accordance with § 24, Para. 2.5., 2.6. and 2.7., it may be specified that Magister, master's or diploma theses are assessed by an additional professionally qualified person from one of the participating educational institutions. In this case, § 25, Para. 8 and 9 are to be applied accordingly. The third assessor must be a professionally qualified member of the academic staff at the University of Innsbruck as per § 24, Para. 1 and 2.

#### **§ 43. Joint degree programmes**

- (1) Degree programmes may also be conducted in conjunction with other universities and educational institutions in accordance with UA § 54, Para. 9.
- (2) Joint degree programmes are established by the Rectorate. The decision to establish a degree programme in conjunction with other educational institutions is to consider the following criteria in particular:
  1. compatibility with the performance agreement and development plan
  2. the demand for the joint degree programme
  3. the compatibility of the participating institutions with respect to the principal regulations of the Universities Act and the statutes of the University of Innsbruck

4. consequences for resources (personnel and space requirements, financial feasibility)
- (3) The agreement to conduct a joint degree programme is to be finalized by the Rectorate, based on the Universities Act and the statutes of the University of Innsbruck. If educational institutions other than those specified in UA § 6 are to participate, the participating educational institutions are to reach an agreement on the implementation of the programme, establishing, in particular, responsibilities (admissions, issuing certificates, recognition of examinations, etc.). The curriculum, which is to be identical for all involved educational institutions, is to specify the allocation of subjects, modules and courses to the respective educational institutions. Legal responsibilities remain unaffected by this provision.
- (4) The application to create a new curriculum is to be submitted by the Rectorate to the Senate. The procedures described in §§ 32, 33 und 34 are to be applied for the creation of a curriculum and its content.
- (5) Modules in the curriculum may be specified that differ from the ECTS-Credits described in § 11, Para. 2.
- (6) The curriculum may provide regulations that differ from those in § 11, Para. 3.3 (specification of courses in modules).
- (7) The curriculum or the co-operation agreement may specify that students are entitled to propose an additional supervisor for Magister, master's or diploma theses from one of the participating educational institutions. Furthermore, in accordance with § 24, Para. 2.5, 2.6 and 2.7, it may be specified that Magister, master or diploma theses are assessed by another professionally qualified person from one of the participating educational institutions. In this case, § 25, Para. 8 and 9 are to be applied accordingly. The third assessor must be a professionally qualified member of the academic staff at the University of Innsbruck as per § 24, Para. 1 and 2.

#### **§ 44. Secondary School Teacher Training Programme (General Education)**

The University of Innsbruck offers the following Secondary School Teacher Training Programmes for general education:

- a) Bachelor Secondary School Teacher Training Programme (General Education),
- b) Master Secondary School Teacher Training Programme (General Education),
- c) Subject-Specific Supplementary Programmes (Bachelor and Master).

#### **§ 44a. Bachelor Secondary School Teacher Training Programme (General Education) and Master Secondary School Teacher Training Programme**

- (1) Students of the Bachelor Secondary School Teacher Training Programme (General Education) and the Master Secondary School Teacher Training Programme (General Education) must select two teaching subjects or, alternatively, one teaching subject and one specialisation. These two teaching subjects or one teaching subject and one specialisation must be decided on by the student when registering for the Bachelor Secondary School Teacher Training Programme (General Education). Students can only be admitted to the Master Secondary School Teacher Training Programme (General Education) for the same teaching subjects or specialisation as those studied in the Bachelor Secondary School Teacher Training Programme (General Education).
- (2) Students who have studied one of the two teaching subjects or a specialisation instead of a teaching subject at another university can only be admitted if this teaching subject or specialisation is not offered at the University of Innsbruck.

#### **§ 44b. Subject-Specific Supplementary Programmes (Bachelor and Master)**

- (1) The following Subject-Specific Supplementary Programmes are offered for students of the Secondary School Teacher Training Programme (General Education). These complement Bachelor's, Master's or Diploma study programmes completed at an Austrian university or another equivalent post-secondary education institution in Austria or another country:

- a) Bachelor Subject-Specific Supplementary Programme
  - b) Master Subject-Specific Supplementary Programme
- (2) The Bachelor Subject-Specific Supplementary Programme comprises a workload of 240 ECTS Credits. The Master Subject-Specific Supplementary Programme comprises a workload of at least 90 ECTS Credits.
  - (3) For the Bachelor Subject-Specific Supplementary Programme, 150 ECTS Credits shall be recognised from the respective subject-related Bachelor's or Diploma study programme.
  - (4) Students wishing to enroll in the Bachelor Subject-Specific Supplementary Programme must have completed a subject-related Bachelor's or Diploma study programme.

#### **§ 44c. Extension of Secondary School Teacher Training Programmes**

- (1) A Secondary School Teacher Training Programme completed at the University of Innsbruck in accordance with §44a and §44b can be extended by adding a third teaching subject or a specialisation. Students wishing to extend a Master Secondary School Teacher Training Programme (General Education) can only do so using the teaching subject or specialisation chosen for the Bachelor Secondary School Teacher Training Programme (General Education).
- (2) A Secondary School Teacher Training Programme completed at the University of Innsbruck in accordance with §44c can be extended by adding a second teaching subject or a specialisation. Students wishing to extend an Master Subject-Specific Supplementary Programme can only do so using the teaching subject or specialisation chosen for the Bachelor Subject-Specific Supplementary Programme.
- (3) A Secondary School Teaching Accreditation Programme completed at the University of Innsbruck (Diploma study programme according to old legal provisions) can be extended by adding a third teaching subject or a specialisation from the Bachelor Secondary School Teacher Training Programme (General Education) and the Master Secondary School Teacher Training Programme (General Education).
- (4) Students can be admitted to an additional teaching subject or a specialisation whilst enrolled in the Secondary School Teacher Training Programme which they wish to extend by adding this subject or specialisation. If enrolment in a Secondary School Teacher Training Programme becomes invalid before the student graduates, the admission to the additional teaching subject or a specialisation also becomes invalid.
- (5) Students can only complete the additional teaching subject or specialisation once they have completed the Secondary School Teacher Training Programme which they wish to extend by adding this subject or specialisation. In order to complete the additional teaching subject or specialisation, students must have completed all necessary examinations and other requirements set out for the respective teaching subject or specialisation in the curriculum.
- (6) Students are not required to write a Master thesis in the additional teaching subject or specialisation completed as part of the Master Secondary School Teacher Training Programme / Master Subject-Specific Supplementary Programme. A certificate is issued confirming that the student has successfully completed the additional teaching subject or specialisation.
- (7) Students shall not receive an academic title for an additional teaching subject or specialisation“

#### **§ 45. Transitional provisions**

- (1) Unless the Universities Act or the statute of the University of Innsbruck contain regulations stating otherwise, the study programme laws, course regulations and curricula specified in the University Studies Act version of 31 July 1997 are to apply for the duration of the transitional

period, in accordance with §§ 80 and 80b of the Act, to degree students who started their studies before the effective date of the curricula of the University Studies Act.

- (2) For degree students who started their studies on or after the effective date of the curricula of the University Studies Act, the curricula in the version from 1 October 2003 continue to apply for the length of their validity. Unless the Universities Act or the statute of the University of Innsbruck contain regulations stating otherwise, the following, in accordance with the Universities Study Act version of 31 December 2003, are to apply: § 4, Line 25 of the University Studies Act (elective subjects); § 29, Para. 1, Lines 8, 8a and 9 (topic of diploma and Magister theses and of doctoral dissertations); the regulations of Appendix 1, Lines 1.41, 1.41.1, 1.41.2 (further regulations regarding elective subjects). Students from other Austrian universities wishing to complete course examinations at the University of Innsbruck as part of their elective subjects must be enrolled at the University of Innsbruck as degree students or attendees in accordance with the University Studies Evidence Decree 2004.
- (3) The recognition regulations of study commissions according to § 59, Para. 1 of the University Studies Act are to continue to apply.