Kunstuniversität Linz

↳ PhD Programme

PhD Handbook of the University of Arts Linz

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University of Arts Linz

Content

1 Basic Information about the PhD Programme 3
1.1 Structure 4
1.2 Legal basis and responsibilities 4
1.3 Questions to start with 5

2 Application process for the PhD programme 6
2.1 Obtaining information 7
2.2 Contacting potential supervisor(s) 8
2.3 Preparing an exposé 9
2.4 Appointment of PhD supervisor(s) 9
2.5 Submission of your application 10
2.6 Enrolment 11
2.7 Rejection by the Research Board 12
2.8 Continuation of Studies 12

3 PhD Phase 13
3.1 Supervision agreement 14
3.2 Colloquium 18
3.3 Scientific Integrity 19
3.4 Transferable Skills/Conference Participation/Publications 20
3.5 Important information 20

4 Final Phase 22
4.1 Submission of the PhD thesis 23
4.2 The PhD project to be submitted 25
4.3 Submitted … now what? 27
4.4 Thesis Defense 27
4.5 Organizational details regarding the thesis defense 28
4.6 After the thesis defense 30

5 Important Contacts 31

6 FAQs about the PhD programme 33

7 Curriculum (german only) 40

8 Study Regulations for the PhD Programme (german only) 46

9 Example of a Supervision Agreement 49

1 Basic Information about the PhD Programme

The PhD programme at the University of Arts Linz enables research projects from, between, and across all artistic-, design-, scientific-, and technology-oriented subjects represented at the university. The PhD programme serves to support and further develop independent artistic and/or scientific work and to promote young researchers. The focus is on the individual's own research project. PhD candidates are regarded as early-stage researchers.

1.1 Structure

The PhD programme has a minimum duration of six semesters. PhD candidates work on their projects alone or in teams and are supervised by one or more supervisors. The individual requirements are specified and documented in the supervision agreement.

The PhD programme serves to support and further develop independent artistic and/or scientific work. It creates a space for experimentation and possibility in which different forms of knowledge and practices, critical debates, innovation, and original perspectives come together and are exchanged. The specific research project must contribute to knowledge within the fields central to the project through new, independent findings and/or approaches and must also be communicable and open to criticism in the future.

Finding a form appropriate to the project (methodology, material, media, and the format for presenting the results) is just as important as developing a distinct language or appropriate means of expression. Depending on the field and the approach, this may include different forms of inquiry, documentation, reflection, and contextualization. In particular, artistic research projects may require forms of documentation and reflection that correspond to artistic practices as specific modes of knowledge production.

1.2 Legal basis and responsibilities

The legal basis is provided by the University Act 2002 (UG 2002), the university statutes, and the current curriculum.

The following university institutions, individuals, and committees are involved in administrative matters relating to the PhD programme:

- The Art.Research | PhD department advises on all questions relating to PhD studies, from the application process to further career planning after completion of the PhD.
- The Student Service Center checks the admission requirements and is responsible for the administrative processing of admission and graduation.
- The Research Board reviews the exposé and the application for admission and decides on admission to the PhD programme. It also reviews and approves the individual supervision agreements.

- The member of the Rectorate responsible for research matters assesses applications for the admission of external supervisors and reviewers.
- The International Office advises on questions concerning stays abroad and offers coordination and administrative services in the area of outgoing mobility.

1.3 Questions to start with

There are many reasons why someone might want to pursue a doctorate. Regardless of these individual reasons, it is worthwhile to consider a few questions about why a doctorate at the University of Arts Linz might be the right choice for you.

- What distinguishes your PhD project from other art or research projects?
- Why do you want to set up your project as a qualification thesis?
- Does your desired supervisor have the optimal expertise to supervise your project?
- Can you imagine working with this person on a personal level for several years?
- Do your personal and professional circumstances allow you to commit to your PhD project for several years?
- Do you have to make any compromises in order to pursue a doctorate at the University of Arts Linz? If so, what are they?
- How does your social circle feel about your plans to pursue a doctorate?
- What options do you have for financing your PhD studies?
- How do you envision your career opportunities after completing your doctorate?
- What specific measures to improve your further professional qualification can you already take during your doctorate?
- How do you envision your integration into everyday university life?
- What professional alternatives do you see to a doctorate?
- How do you manage your time and yourself?

A more comprehensive questionnaire for self-assessment of why a doctorate might be right for you can also be found in the recommendations for doctoral candidates from the Quality Circle for Doctoral Programs.

2 Application process for the PhD programme

2.1 Obtaining information

Please visit our website University of Arts Linz for detailed information about the PhD programme. To clarify any further questions about the application process and the PhD programme, regular student counselling appointments are offered. Participation is recommended. Current dates can be found at University of Arts Linz: Study Advisory Meetings.

Please note: Individual (phone) counselling cannot be offered.

Admission requirements

Admission to doctoral studies requires a master's or diploma degree in a related subject from a recognized post-secondary educational institution. This will be checked by the Student Service Center (see also point 5 “Submission of the application”). Admission is only possible during the admission period (between mid-July and the end of November for the winter semester, or between mid-January and the end of April for the summer semester).

Tuition fees

Starting with summer semester of 2013, all Austrian universities charge tuition fees. For more information, please see: Tuition Fee.

People with Austrian citizenship or equivalent status under the Study Grant Act may receive study grants under certain conditions. Registration for studies takes place once the Austrian Student Union fee or tuition fee has been received. This must be paid each semester by the deadline (end of October, end of March), quoting the payment reference number. The payment reference number changes each semester. The amount of tuition fees depends on citizenship. You can find more details at: Tuition Fee.

2.2 Contacting potential supervisor(s)

It is important that your future supervisor(s) have an expertise for your project. Please contact the supervisor(s) suitable for your project and request supervision individually (please include an abstract or initial draft of an exposé).

The University of Arts Linz encourages supervision by a team, i.e., at least two supervisors. Primary supervisors must come from the circle of PhD supervisors authorized by the University of Arts Linz.

Secondary or tertiary supervisors may come from other universities, but must be authorized to supervise doctoral/PhD candidates in accordance with the statutes of the university. They should be determined at the latest when the supervision agreement is concluded.

Please note that supervisors can only accept a limited number of PhD candidates. It is therefore possible that you get rejected, even if your chosen supervisor might be suitable in terms of subject matter.

According to the statutes of the University of Arts Linz, the following persons are authorized to supervise PhD students:

University professors, emeritus or retired university professors, associate professors, habilitated staff members from the scientific-artistic staff of the University of Arts Linz.

Former employees of the university who supervise a PhD thesis and whose employment relationship has been terminated during this supervision due to resignation or expiry of time may, after confirmation of the valid supervision agreement by the member of the rectorate responsible for research, continue to supervise the PhD thesis until completion of the PhD project without the need for a second supervisor in accordance with § 20 (4).

Upon application to the member of the Rectorate responsible for research matters, an employee from the artistic-scientific staff with an artistic or artistic-scientific qualification comparable to a habilitation may be admitted for supervision if necessary. The basis for admission is proof of equivalent artistic or artistic-scientific achievements.

In justified exceptional cases, such as in the context of collaborations, the member of the rectorate responsible for research matters is also entitled to appoint persons who are not employed at the University of Arts Linz as primary supervisors of PhDs within their areas of expertise. However, the person in question must in any case have a supervisory authorization for PhD projects or dissertations or an equivalent qualification within the meaning of § 20 (1). In the case of external supervision, secondary supervision by an employee of the University of Arts Linz who is authorized to supervise is mandatory.

2.3 Preparing an exposé

At the latest after a potential supervisor has expressed interest in your topic, you should begin preparing your exposé.

The exposé outlines the PhD project. It is a comprehensible presentation of the PhD project, including selected literature and artistic references (usually 5–10 pages in total).

In addition, supplementary documents relevant to the project can be included. You should determine the exact format of your exposé in consultation with your supervisor. It is mandatory to include a timetable that outlines the steps to be taken over the course of the project.

Like your dissertation, the exposé can be written in German or English.

2.4 Appointment of PhD supervisor(s)

If the exposé is evaluated positively, the supervisor(s) can confirm their commitment to supervise the candidate. In order to apply for the PhD programme, the signature of at least one supervisor from the University of Arts Linz is required on the "Application for Admission" form (Forms → University of Arts Linz: Links und Downloads).

2.5 Submission of your application

Applications are accepted for both the winter and summer semesters (the exact dates can be found here: University of Arts Linz: Application to the PhD Programme.

To apply, please submit your documents in German or English in digital form via our application portal Calls by the applicable deadlines.

Please name the files as follows: “Last name_Exposé” or “Last name_Diploma Supplement” etc.:

- Abstract
- Exposé on the PhD project, including selected literature and/or artistic references
- Timetable of your PhD project
- Scan of bachelor's degree certificate (optional)
- Scan of master's or diploma certificate (please note: certificates are only accepted in German or English; otherwise, a certified translation must be submitted! For non-Austrian degrees, a diploma supplement or at least a transcript of records must be submitted.)
- Completed application for admission form, including confirmation of supervision and signature from at least one supervisor at the University of Arts Linz
- Tabular curriculum vitae
- Scan of your passport/ID document
- For second or third supervisors who are not employed at the University of Arts Linz, we require documents that provide information about the suitability of the supervisor (CV, list of publications, habilitation certificate or compilation of habilitation-equivalent achievements)
- Portfolio (optional)

You will receive a confirmation email upon receipt of your application.

Important information:
Incomplete applications will not be considered.

The verification of foreign degrees can take several months. Please note that degree certificates obtained abroad often require legalization for admission. These are not relevant for the application process, but must be submitted at the time of admission at the latest.

For more information on the legalization of foreign degrees, please contact the Student Service Center at studien.office@kunstuni-linz.at.

You can also find more details on our website.

After submitting the application, the PhD proposal will be reviewed and approved by the Research Board. The Research Board meetings take place in March (and early April) for the summer semester and October (and early November) for the winter semester. You will be informed of the results of the review in a timely manner.

> **Research Board**
>
> The task of the Research Board is to discuss and further develop the research and PhD supervision culture at the University of Arts Linz. Its actions are guided by collegial exchange on the quality and specifics of research at the University of Arts Linz. All institutes, centres, and the member of the rectorate responsible for research matters have voting rights on the Research Board, while the PhD Office and the student representatives are represented as advisory members.

2.6 Enrolment

Once your application has been approved, you can apply for admission at the Student Service Center during the admission period (at the latest by the end of November or the end of April). If this is your first degree at our university, you must complete the online pre-registration form (Registration - basic user - UFGonline – University of Arts Linz) beforehand.

Enrolment takes place at the Student Service Center.

- If you wish to enrol online by means of an affidavit, please contact the Student Service Center at studien.office@kunstuni-linz.at.
- If you would like to register in person, please bring the necessary documents (originals!) with you: University of Arts Linz: Admission to the University

After your documents have been checked and you have been admitted to the programme, you will receive a payment slip for the Austrian Student Union fee or tuition fees. If you transfer the amount from a SEPA account, it will be credited to your student account in approximately three to five business days. Your enrolment will then be processed, and you will receive an activation code for your UFGonline account by email (please also check your spam folder!). Once your student account has been activated, you can print out your study confirmations in UFGonline.

2.7 Rejection by the Research Board

If the Research Board concludes that your project cannot be approved (yet), you will receive feedback on the reasons leading to this decision. After fundamental revision, you may resubmit your project two more times. If the same project is rejected three times by the Research Board, it will be blocked from further submission. However, you may reapply with a different project.

2.8 Continuation of Studies

After successful enrolment, you will begin working on your supervision agreement together with your supervisor (a template can be found here).

The deadlines for the notification of continuation of studies (after the first semester!) are the **end of March** and the **end of October**—by then, the tuition fees must not only be paid, but also have been credited to the university's account, otherwise you will be automatically exmatriculated! Only in the first semester does the grace period apply, ending at the end of April or the end of November. Please note that international transfers can take up to 15 business days.

Please submit the supervision agreement signed by you and your supervisor(s) via Calls: calls.kunstuni-linz.at/calls. It will be discussed at the next meeting of the Research Board.

> **PhD mailing list**
> After the grace period ends (end of November, end of April), all new PhD candidates will be added to the official mailing list. This list is used to send out information about funding opportunities, calls for papers/projects/artworks, as well as internal matters such as the call for the colloquium. Please make sure to check your official kunstuni-linz.at address regularly or activate forwarding!

3 PhD Phase

Once you have been admitted, you can start working on your PhD project. The first step is to draw up your supervision agreement. This is a research contract between PhD candidate(s) and supervisor(s) that covers the rights and obligations of both parties as well as all the work and steps that must be completed in order to obtain a doctorate. It is recommended that you begin drafting the supervision agreement immediately after enrolment. The supervision agreement must be submitted via Calls no later than six months after enrolment: calls.kunstuni-linz.at/calls.

Supervision agreements are submitted to the Research Board for review. A template for drafting the agreement can be found in the appendix to this document and is also available for download here: University of Arts Linz: Links & Downloads.

The PhD colloquium takes place once a semester. At these internal university conferences, PhD candidates can present their projects in a protected setting. The colloquia also serve to promote networking with and between PhD candidates and colleagues from the university. Participation is expected. The current dates can be found on our website at: University of Arts Linz: News.

While working on your PhD project, please always remember that adherence to good scientific practice and artistic integrity is the cornerstone of a successful PhD project!

3.1 Supervision agreement

A PhD supervision agreement must be concluded between PhD candidate(s) and supervisor(s). The supervision agreement, signed by all parties involved, including an exposé and a time and work plan, must be submitted via the online platform Calls no later than six months after enrolment: calls.kunstuni-linz.at/calls.

Supervision agreements are submitted to the Research Board for review. Please refer to this page for the dates of the next Research Board meetings: University of Arts Linz: Research Board.

Applicants will be notified of the outcome of the review (approval or rejection) in a timely manner.

What is the purpose of the supervision agreement?

The supervision agreement is an individual research contract between PhD candidate(s) and supervisor(s). It defines the rights and obligations of both parties and provides a clear, transparent framework for the content and timing of the PhD work process. The research contract is tailored to the respective strengths and weaknesses of the PhD candidates and to their further individual career development.

What does the supervision agreement cover?

The supervision agreement includes all performance elements that must be completed by the end of the PhD programme. The definition of these performance elements must be individually coordinated and agreed upon. Performance elements can include courses at university institutions, participation in or organization of conferences or exhibitions, artistic productions, publications, contributions to specialist media, teaching activities, etc. The planned activities must be documented in a comprehensible manner and reflected upon.

The supervision agreement must also contain agreements on the specific form of the work to be submitted – how the project is to be documented, contextualized, and reflected upon. In doing so, care must be taken to ensure that the PhD project can be completed within a reasonable period of time. The timetable should include realistic, feasible work steps and take into account any other commitments of the PhD candidates (part-time or full-time employment, caregiving responsibilities, etc.).

Depending on the field and the nature of the research project, different forms of contributions, documentation, and reflection may be appropriate. This also applies to cumulative forms of PhD projects. In such cases, the

supervision agreement must specify the intended form of the dissertation, the relation and ratio between individual contributions, and the integration into the overall project. It is also intended to record how the quality and independence of the individual contributions as well as the overall project are guaranteed and made comprehensible.

The Research Board reviews and approves supervision agreements as part of the quality assurance process. The responsibility for the academic and/or artistic development of the project remains with the supervisors. Together with the PhD candidate, they define the appropriate form and scope of the dissertation in accordance with the state of the art of the respective field.

With whom should the supervision agreement be concluded?

All persons officially involved in the supervision of the PhD candidate must sign the supervision agreement.

Primary supervisors must be from the circle of persons authorized to supervise PhD candidates at the University of Arts Linz. This includes all (associate) professors as well as some persons authorized to supervise with habilitation-equivalent qualifications. If you are unsure whether a person is authorized to supervise a PhD candidate, please contact the PhD Office.

The University of Arts Linz encourages supervision by a team, i.e. by two or more supervisors. Each supervisor contributes different skills to the supervision process, which is very beneficial for the PhD candidates.

Second and, if necessary, third supervisors may be employed by other universities. Although one person is designated as the “primary supervisor,” this does not imply a hierarchy in the supervision, but primarily indicates the PhD candidate's affiliation with the University of Arts Linz.

Secondary and tertiary supervisors must be authorized to supervise doctoral/PhD candidates, i.e., they must be habilitated, hold a professorship, or have qualifications equivalent to habilitation. They should be appointed no later than when the supervision agreement is concluded.

External persons must be assessed for their suitability by the member of the rectorate responsible for research matters and appointed as supervisor(s). This takes place at the latest during the review of the supervision agreement, unless the external second/third supervisor has already been determined at the time of application for admission, in which case the review takes place immediately upon admission.

Changes to the supervision agreement

If fundamental elements of the supervision agreement change (e.g., the primary/secondary/tertiary supervisor, the scope or form of the agreed dissertation to be submitted), the form must be completed again and submitted to the Research Board for review. Please include the changes made in an informal letter.

For changes in the title, please send the filled out form Change of topic dissertation to the Student Service Center and the PhD office.

The University of Arts Linz recommends discussing the following points when jointly developing a supervision agreement:

1. **Goal of the doctorate**

   It is useful for PhD candidates to be clear about their own motivation for pursuing a PhD project. The questionnaire in chapter 1.3. can help with this. Communicate your goals openly with your supervisor(s) so that they can provide you with the best possible support in achieving them.

2. **Work steps and other performance elements**

   Determining the goal of the doctorate has further consequences: Depending on the motivation behind a PhD candidates' decision to pursue a PhD programme, the course of action of the PhD will also vary. For example, if someone is pursuing an academic career, additional performance elements specific to the field (e.g., exhibitions, publication of peer-reviewed publications, teaching courses, etc.) will be necessary compared to another career path.

3. **Personal, social, and financial requirements**

4. **Mutual expectations in the supervisory relationship**

   Interpersonal relationships are shaped by mutual expectations. To ensure that a supervisory relationship is successful, it is worthwhile to reflect on and communicate your expectations of your supervisor(s) regularly.

   The following questions may be helpful:

   - What forms and tools of communication would you like to use with your supervisor(s)?

- How often should exchanges take place and how should they be structured?
- How should appointments be scheduled?
- How should you/your supervisor(s) prepare for the appointment?
- What form of follow-up to the supervision meeting do you consider useful?
- How often and in what form should your supervisor(s) provide feedback on your work?
- How would you deal with your supervisor's intervention in the content and structure of your work?
- What kind of support would you like from your supervisor?

For a detailed list of questions on the topic of expectations in supervision, please also consult the brochure "Shaping your doctorate together".

> **Contact:**
>
> If you have any further questions, concerns, or conflicts, the PhD Office will be happy to provide support.
>
> phd.office@kunstuni-linz.at
> University of Arts Linz: PhD Programme | Intro

3.2 Colloquium

The PhD colloquium takes place once per semester and represents a focal point in the PhD programme at the University of Arts Linz: PhD candidates have the opportunity to present their work to colleagues in a public forum. In addition, it is an important format for content-related and social exchange. The colloquium offers an opportunity to get to know other PhDs and colleagues from the university, to talk about professional, research, and personal matters. We support this by providing food and drinks. All PhD candidates are expected to attend the event!

PhD candidates at the University of Arts Linz are invited to submit a presentation of their PhD project on any topic. The colloquium facilitates intensive discussions on all scientific and artistic aspects of PhD studies. The entire PhD project or just one aspect of the project can be presented, depending on where discussion and input from outside are most needed. Various formats are possible in consultation with the Art.Research|PhD department. Alternative formats are welcome, but must be organized independently. The colloquium is open to all PhD candidates at the University of Arts Linz.


Image: PhD office



Image: PhD office

3.3 Scientific and Artistic Integrity

The University of Arts Linz is committed to compliance with the 'Guidelines for Good Scientific Practice'. The university is a member of the Austrian Agency for Scientific Integrity (OeAWI). This network has developed practical guidelines which also apply to the University of Arts Linz. The guidelines are presented comprehensibly in a document which can be found at ÖAWI: Guidelines. Further, it is recommended to work through the following document: The European Code of Conduct for Research Integrity - ALLEA

The most serious violations of research integrity include:

a) fabrication of research results and data
b) falsification of research results and data
c) plagiarism and self-plagiarism

According to the Universities Act 2002 (§ 51 Abs. 2 Z 31) plagiarism occurs when texts, contents, or ideas are adopted and presented as one's own. This includes, in particular, appropriation and use of text passages, theories, hypotheses, findings, or data through direct, paraphrased, or translated adoption without appropriate indication and citation of sources and authors. This also includes self-plagiarism, i.e. the reuse of one's own texts without specifying their first publication.

This also includes content produced with the assistance of AI. Austrian copyright law also stipulates that users of AI outputs do not acquire authorship of them. Content generated by AI, including in particular qualification work, is therefore not to be recognised as an independent work. If content or tools generated by AI are used, they must be labelled as such. Irrespective of this, the use of copyright-protected data by machine learning systems must be viewed critically, i.e. the upload of content for which the user does not own the copyright and which can be further processed by machine is not permitted.

For a critically reflective approach to AI at the University of Arts Linz, please consult our AI Compass: University of Arts Linz: AI Compass.

In case of a confirmed serious violation of the guidelines for good scientific and artistic practice, the Rectorate will take according measures. They may range from an order to write a new thesis on a different topic to the revocation of the academic degree. Procedures for cases of misconduct are set out in §15 of the statutory provisions of the University of Arts Linz: Satzung_und_Richtlinien/Studienrechtliche_Bestimmungen.pdf.

The current version of the guidelines applicable to the University of Arts Linz can be found at University of Arts Linz: Scientific Integrity.

3.4 Transferable Skills/Conference Participation/Publications

With regard to your future career planning, it may be useful to acquire a customized set of transferable skills during your PhD studies. The Art.Research | PhD department, in cooperation with the Human Resources Development | Gender Issues department, regularly offers continuing education courses, which are sent out via the PhD mailing list.

3.5 Important information

- Your email address at the University of Arts Linz: **Please check your email account with the domain @kunstuni-linz.at regularly** or set up a permanent forwarding of emails arriving here to another account. The university administration uses this email address, especially for urgent messages!
- **Deadlines for re-enrolment**: The deadlines for re-enrolment (from the second semester onwards!) are the **end of March** and the **end of October**—by then, outstanding tuition fees must not only be paid, but also have been credited to the university's account! Please note that international transfers can take several business days to complete.
- **Some** of the university's **continuing education courses are open to PhD** candidates: University of Arts Linz: Human Resources Development
- We are happy to **announce wonderful news** from our PhD candidates (exhibitions, awards, etc.) in news articles **on our website or in our newsletter**. Please contact us at phd.office@kunstuni-linz.at.
- PhD candidates have **access to courses and offers for students** (e.g., access to the workshops after appropriate introduction) at the University of Arts Linz.
- **Teaching programme** at the University of Arts Linz for PhD candidates: Once a year, teaching positions for PhD

candidates open up. The call will be sent to you via the official PhD mailing list at the beginning of the calendar year.

- A **limited number of workplaces** for PhD candidates are available. These are advertised once per academic year via the PhD mailing list.
- In **Phaidra**, the archive for digital theses at the University of Arts Linz, you can browse through the dissertations that have been completed to date: phaidra.kunstuni-linz.at.
- **Financial support for conference participation, publications, and scholarship applications** can be requested through internal funding programmes offered by the University of Arts for employees and PhD candidates: University of Arts Linz: Subsidies for Employees.
- **Additional funding for enrolled students** can be found here: → University of Arts Linz: Grants and Awards.
- **Open calls** from the University of Arts Linz can be found at: University of Arts Linz: Calls – submission system.
- **Information on our exchange programmes** for PhD candidates can be found here: University of Arts: International Office.
- You can contact the **PhD student representatives of the Austrian Student Union** at: oeh.kunstuni-linz.at.

Contact

For all questions regarding the PhD programme, please contact the PhD Office at: phd.office@kunstuni-linz.at.

For questions regarding enrolment, please contact the Student Service Center at: studien.office@kunstuni-linz.at.

4 Final Phase

4.1 Submission of the PhD thesis

The thesis defense is a public university event and marks the end of your PhD. It must therefore take place during the lecture period. By law, all reviewers have 4 months to write their review. Reviewers may agree to a shorter deadline; please obtain written consent for any shortened deadlines!

Due to time frame constraints, the following must be submitted to the Student Service Center at least six months before the thesis defense:

- The digital version of the PhD project (PDF): This must correspond exactly to the printed version and be uploaded for plagiarism checking at Submission: Final Thesis. All documents (see next points) must then be submitted to the Student Service Center within 48 hours or sent by post to the Student Service Center, Hauptplatz 6, 4020 Linz (the date of the postmark applies).
- The report from the plagiarism software will be sent by the Student Service Center to the primary supervisor.
- The exact number of bound copies of your dissertation to be submitted depends on the number of your supervisors. Please consult the Student Service Center beforehand. At least three of the copies (including appendices) must comply with the formal requirements of the university library (see section 4.2).
- The form "Application for evaluation of the dissertation," on which the external reviewer must be specified. The form can be downloaded here: SSC – Graduation.
- The proposal for the external reviewer must be agreed upon in advance between the PhD candidate(s) and PhD supervisor(s) and then submitted to the Student Service Center.
- The external reviewer is approved by the member of the rectorate responsible for research matters and must meet the following criteria:
    - is authorized to supervise dissertations or PhD theses,
    - has the necessary expertise for the respective PhD project,

- is not employed by the University of Arts Linz or retired from there (in the case of a PhD as part of a PhD cooperation, the external reviewer may also not be employed by the relevant cooperating university),
- was not involved in the supervision process of the PhD candidate,
- has no close relationship with the PhD candidate that could lead to bias.

If you are planning an exhibition as part of your thesis defense, please contact our events department in advance: veranstaltungen@kunstuni-linz.at.

PhD candidates are responsible for organizing the date of the thesis defense. Please arrange appointments with your supervisors and reviewers in writing! The agreed examination date must be communicated to the Student Service Center.

Plagiarism checking by Docoloc

The Docoloc software is used to check academic theses for plagiarism. Students submit their written work as a PDF file. The Student Service Center then retrieves the test report. These Docoloc reports are then sent to the respective supervisor(s) for further review. This means that there is no "automatic assessment." Supervisors play an important role, so that there is still room for formal experiments. Detailed information on plagiarism checks can be found here: University of Arts Linz: Scientific Integrity.

4.2 The PhD project to be submitted

In all cases, a written PhD thesis which meets the library's formal requirements must be submitted.

The form of the submitted PhD project depends on the nature of the research project and the respective field. Regardless of the chosen format, the submitted work must present a coherent research contribution and make the methods, materials, processes, and results of the project comprehensible, documented, and critically reflected upon.

Artistic parts of the PhD project must be documented, contextualized, and reflected upon in a suitable form, e.g., by means of text, photos, video, etc. The submitted PhD thesis must be archivable (for archiving in the library) and reproducible in multiple ways (as illustrative material for the reviewers); this also applies to the artistic parts of the PhD thesis (e.g., in the form of photographic documentation).

If you are unsure about the format of the artistic parts of your PhD thesis, please consult your supervisor(s) and the Art.Research | PhD department (phd.office@kunstuni-linz.at) as soon as possible.

Form requirements for bound library copies

- Copies for the university library must be hardcover editions with durable professional binding.
- The title page must contain the following information:
  - Name of the author
  - Title of the thesis
  - Type of thesis
  - Academic degree to be awarded (PhD)
  - University
  - PhD supervisor(s)
  - Place and year of submission
- Table of contents
- Abstract (German and/or English), max. one A4 page each

The format, cover color, and layout of your thesis are up to you.

Supplements/attachments

- If there is a supplementary volume (e.g., if the artistic work is a designed book), this must also be submitted in triplicate as a hardcover.
- If there is film/video/audio material, etc. as an artistic work, this must also be submitted in triplicate on a data carrier labelled accordingly or via WeTransfer to: bibliothek.it@kunstuni-linz.at.
- For conservation reasons, the library does not accept fan-fold media, boxes, or posters.

Upon application to the member of the rectorate responsible for research matters, it is possible to have the PhD project blocked for public use for a maximum of five years in justified cases – see UG §86 (2). The form for this can be found here: SSC Graduation.

Publication obligation according to the study plan (German only!):

§ 6 Veröffentlichungspflicht

1. Nach positiver Absolvierung der Defensio ist die PhD-Arbeit zu veröffentlichen (siehe § 86 UG 2002) und der Universitätsbibliothek der Kunstuniversität Linz sowie der Nationalbibliothek zu übergeben.

2. PhD-Arbeiten oder deren Teile, die einer Massenvervielfältigung nicht zugänglich sind, sind in geeigneter Form in archivierbare Medien zu transferieren.

3. PhD-Kandidat*innen sind berechtigt, den Ausschluss der Benützung der abgelieferten Exemplare für längstens fünf Jahre nach der Übergabe zu beantragen. Wenn glaubhaft gemacht werden kann, dass wichtige rechtliche oder wirtschaftliche Interessen der PhD-Studierenden gefährdet sind, ist dem Antrag vom für Forschungsangelegenheiten zuständigen Rektoratsmitglied stattzugeben.

Contact

If you have any questions about file formats or licensing under the Creative Commons license model, please contact the University Library via: bibliothek.it@kunstuni-linz.at.

4.3 Submitted …now what?

The evaluation of a PhD project takes some time. In the meantime, you should not only prepare for your thesis defense, but also consider the question of "what next."

If you decide to write a project proposal or apply for prizes or funding, the Art Research | PhD department will be happy to provide you with information.

Further information on funding opportunities can also be found at: University of Arts Linz: Information on subsidies.

You should also consider whether it would be useful to publish your PhD project for a broader audience. For information on funding opportunities in this regard, please also contact the Art Research | PhD department.

4.4 Thesis Defense

PhD candidates are responsible for organizing and planning their own thesis defense.

The formal registration for the thesis defense must be submitted to the Student Service Center approximately one month before the thesis defense, once the reviews are available.

If there are artistic parts of the PhD thesis that are location- and/or time-bound (e.g., exhibition, performance, or similar), it is possible to invite the members of the examination committee to a presentation of these artistic parts before the actual thesis defense. In this case, this must be clarified in due time with the PhD supervisor(s) and the Student Service Center.

However, even in this case, the artistic parts of the PhD project must be documented in a suitable form (see 4.2).

The examination committee for the thesis defense is composed as follows: the primary supervisor, the secondary and tertiary supervisors, if applicable, the external reviewer, and two additional employees of the University of Arts Linz who are authorized to supervise PhD students.

The latter two persons, i.e., the two additional members of the examination committee, are agreed upon between the PhD candidate and the PhD

supervisor(s) and requested by the supervisor(s). The names of the two colleagues must be communicated to the Student Service Center.

In the case of PhD theses written as part of an international collaboration, at least two members of the examination committee must be employed at the University of Arts Linz.

The thesis defense takes place in person and is open to the public. The examination consists of an introduction of the PhD candidate, a presentation of the PhD project, and a subsequent discussion.

The Expert opinions on the PhD project are written by the primary supervisor, and, if applicable, by the secondary and tertiary supervisor(s), as well as by the external reviewer.

The reports should contain a statement on the topic, the methods, the classification of the PhD project in the state of research, and a summary assessment (assessment on a scale of 1 to 5, where 1 is the best and 5 is the worst grade).

4.5 Organizational details regarding the thesis defense

PhD candidates are responsible for organizing and planning their own thesis defense!

The following information must be communicated to the Student Service Center at least one month before the thesis defense: date, location, time, and the members of the examination committee.

After coordinating the date with the PhD supervisor(s) and the external reviewer, the room reservation is made in the Buildings and Technology Department with Alfred Wollersberger, +43 676 84 7898 256, alfred.wollersberger@kunstuni-linz.at.

When making the reservation, please also ask whether the necessary technology (e.g., projector, speakers, etc.) is available in the room and agree on when you can use the room and who will unlock it for you.

Recommended rooms (each equipped with a projector and speakers):

- **Domgasse 1:**
  Expostmusik, 4. OG, DO0454
  DG21 Seminarraum, EG, DOEG21
- **Hauptplatz 6:**
  Repräsentationsraum West / Hörsaal C, 5. OG, H60501
  Repräsentationsraum Ost / Hörsaal D, 5. OG, H60504

If you have any questions regarding room layout and equipment (tables, chairs, speakers, projectors, etc.), please contact the relevant contact person in the Buildings and Technology Department, depending on the location:

- **Domgasse:**
  Peter Lehner, +43 676 84 7898 313,
  peter.lehner@kunstuni-linz.at
- **Hauptplatz 6:**
  Ewald Haider, +43 732 7898 2213,
  ewald.haider@kunstuni-linz.at

  or

  Markus Haider, +43 676 84 7898 230
  markus.haider@kunstuni-linz.at

If you require additional technical equipment (e.g., laptop, camera system, etc.), please contact the Central IT Service: +43 732 7898 3262, it.helpdesk@kunstuni-linz.at.

The thesis defense is open to the public. You are welcome to advertise your thesis defense via the PhD mailing list: To do so, send an email with all the relevant information (including a photo, if desired) to phd.office@kunstuni-linz.at.

> We recommend testing your presentation and equipment before your thesis defense!

4.6 After the thesis defense

After a successful thesis defense, there are just a few organizational tasks left to complete before the big celebration:

- Confirmation of completion of admission: The completed form must be submitted to the Student Service Center. You can here: SSC Graduation.
- Your doctoral certificate can be picked up at the Student Service Center; it can take up to one month for the certificate to be issued.
- Registration for participation in the doctoral celebration; dates can be found online here: University of Arts Linz: Academic Calendar.

If you need support or assistance as a postdoc (e.g., acquiring third-party funding, etc.), please contact the Art.Research | PhD department.

If you would like to continue using the library after graduation, you will receive your own library card. Aside from your new login, everything will remain the same for you. To do so, please contact our colleagues in the library at bibliothek.service@kunstuni-linz.at.

Please stay in touch with our university and join the alumni association: Forum Kunstuniversität Linz, forum@kunstuni-linz.at.

5 Important Contacts

For **administrative matters**:
studien.office@kunstuni-linz.at

For all questions and issues relating to the **content of the PhD programme** and beyond:
phd.office@kunstuni-linz.at

For questions about **file formats or licensing under the Creative Commons** license model, please contact the university library at:
bibliothek.it@kunstuni-linz.at

For **planning exhibitions**:
veranstaltungen@kunstuni-linz.at

For **room reservations for the thesis defense**:
alfred.wollersberger@kunstuni-linz.at

Contact persons for **buildings and technology** (room setup and equipment, e.g., tables, chairs, speakers, projectors, etc.) by location:
Domgasse: Peter Lehner, peter.lehner@kunstuni-linz.at
Hauptplatz 6: Ewald Haider, ewald.haider@kunstuni-linz.at
or Markus Haider, markus.haider@kunstuni-linz.at

For **financial assistance, psychological counselling, or a preliminary plagiarism check**: ÖH PhD Student Representative Council:
oeh.stv-phd@kunstuni-linz.at

For **study abroad opportunities** as part of your degree program:
international.office@kunstuni-linz.at

For questions about **equality and the advancement of women, discrimination,** and harassment: Working Group for Equal Treatment Issues:
akg.anfragen@kunstuni-linz.at

Contact point for **students with disabilities**:
studies.accessibility@kunstuni-linz.at

Ombudsman's office for students:
info@hochschulombudsstelle.at

Alumni association Forum Kunstuniversität Linz:
forum@kunstuni-linz.at

6 FAQs about the PhD programme

1. **Is it necessary to live in Linz in order to complete the PhD programme?**
   You do not have to live in Linz. However, depending on the agreement with your supervisor, it makes sense to come to Linz regularly.

2. **If I move to Linz, is there accommodation for international students at the University of Arts Linz?**
   No. General information on student residences in and around Linz can be found here: Studieren.at.

3. **Can I pursue employment alongside the PhD programme?**
   Yes, most PhD candidates work alongside their studies.

4. **Are there grants or scholarships for PhD candidates at the University of Arts Linz?**
   For funding opportunities awarded by the University of Arts itself, please consult this page: Univeristy of Arts Linz: About Art.Research. For more extensive funding and scholarship opportunities, please review www.grants.at.

5. **Can I be enrolled in the PhD programme at two universities at the same time with the same project?**
   No.

6. **Can I transfer to the University of Arts Linz from another university where I am currently enrolled in a PhD programme?**
   Yes, if you can find a supervisor at the University of Arts Linz who is willing to take on your project.

7. **Do I have to provide proof of supervision by a professor at the University of Arts Linz when I apply?**
   Yes, this professor must also sign the application for admission.

8. **What is the best way to contact a potential supervisor?**
   By email. You can find all of our authorized supervisors (professors, associate professors) here: University of Arts Linz: Team/Lecturers. Please refrain from contacting them by phone!

9. **What qualifications does the second/third supervisor need?**
   They must have a habilitation or equivalent qualifications, e.g., hold a professorship. In cases of doubt, the member of the rectorate responsible for research matters will check whether the second/third supervisor meets the requirements.

10. **Does my second/third supervisor have to have a PhD themselves?**
    Not necessarily. Particularly in the Arts, many professors do not hold a PhD. In this case, the teaching qualification at another university is crucial.

11. **Does the second/third supervisor have to be determined by the time of admission?**
    No, that is not necessary yet. You can add a second/third supervisor at a later stage of your PhD, but you must amend your supervision agreement accordingly and resubmit it to the Research Board for approval.

12. **What is a Diploma Supplement and when do I have to submit it?**
    The Diploma Supplement contains essential information about your completed studies (duration of studies, credit points, degree awarded, explanation of the grading system, etc.). The university or college that awarded the degree can issue the Diploma Supplement.

    Please note: The Diploma Supplement is only issued in countries that participate in the Bologna Process. If you do not have a Diploma Supplement, a Transcript of Records contains the essential information about your studies.

13. **Do I have to submit the Diploma Supplement/Transcript of Records with my application?**
    It is recommended that you submit the Diploma Supplement/Transcript of Records with your application. You must submit it no later than enrolment.

14. **I have completed a diploma programme years ago. Can I apply for the PhD programme anyway?**
    Yes, with a completed diploma programme, you can apply for our PhD programme as long as you meet the admission requirements. When applying, you must submit your diploma certificate as well as documentation showing the total workload of your studies.

15. **I completed my studies some time ago. Is there a deadline by which I must begin a PhD after completing my Master's/Diploma programme?**
    No.

16. **My Master's degree only comprises 60 ECTS credits. Am I eligible for admission?**
    Yes, but only if your Bachelor's degree comprises 240 ECTS credits, or if you have previously completed a diploma programme.

17. **Can I write a PhD together with a colleague?**
    Yes, collaborative PhDs are generally possible. However, it must be clearly defined, either upon admission or at the latest in the supervision agreement, who will be responsible for which work packages and how these will be marked. The final work must clearly show who developed which parts so that the individual contributions of the candidates can be assessed. Furthermore, all participating candidates must meet the admission requirements.

18. **How do I apply for a collaborative PhD?**
    Each participating person must apply individually via our application porta, Calls. Please indicate in your exposé that it is a collaborative PhD project.

19. **Can I do a cumulative PhD at the University of Arts Linz?**
    Yes, a cumulative form of the PhD project is generally possible. The specific form of the dissertation is defined in consultation with the supervisor(s) and documented bindingly in the supervision agreement. In particular, the individual contributions, their context, and their integration in the overall project are determined. The conception is based on

the state of the art as well as on the subject-specific requirements and quality standards.
A cumulative dissertation consists of several thematically related contributions which together form a coherent PhD project. The contributions must be embedded in a framework that explains the overall research question or the epistemological interest, the relation between the individual contributions, and the broader contribution of the overall project.

20. Can I do a purely artistic PhD?
No, you must submit a written thesis that adequately contextualizes your project in any case.

21. Do I have to include an artistic component?
No, you can also submit a purely academic dissertation.

22. What does "relevance to the subject matter" mean? Do I have to have studied art to complete a PhD at the University of Arts Linz?
Your prior studies must be relevant to the implementation of your PhD project. This can also be the case for studies not offered at art universities. In this case, the member of the Rectorate responsible for research affairs will review whether the relevance to the subject matter is given.

23. How long should my exposé be?
Please discuss this with your supervisor. 5–10 pages with references and, if applicable, artistic references are typical.

24. My preferred supervisor is retiring soon. Can I still apply with them as my supervisor?
Yes, professors retiring from the University of Arts Linz can continue to supervise students after retirement if they wish.

25. What is the difference between a confirmation of supervision and a supervision agreement?
A confirmation of supervision states that you have found a professor at the University of Arts Linz who is willing to supervise your project. This professor must therefore sign the application for admission.

The supervision agreement is a detailed contract between you and your supervisor(s), in which the exact form of the PhD project is defined and which clearly and transparently establishes the form of cooperation.

26. Is there a list of current and graduate PhD candidates at the University of Arts Linz?
Yes, you can find this list here: University of Arts Linz: PhD-Candidates and Graduates.

27. Do I have to attend mandatory courses?
No, there are no universally required courses that all PhD students must attend. You will discuss individually with your supervisor(s) whether and which courses would be a useful addition to your work on your PhD project.
What is expected from PhD candidates is attendance at the PhD colloquium offered once per semester.

28. I have a conflict with my supervisor / I would like to change my supervisor. What do I need to do?
Please contact: phd.office@kunstuni-linz.at

29. Am I allowed to publish parts of my PhD project before the thesis defense?
Yes. It is permissible to publish articles or other contributions based on parts of the research work during the PhD program. This can be particularly useful with regard to your further scientific or artistic career. The publications must be properly identified and cited in the submitted PhD thesis. In the case of a cumulative dissertation, published contributions can be part of the submitted PhD thesis, provided that this has been specified in the supervision agreement and the contributions are embedded in an overarching context.
Papers or contributions that have already been published before the start of the PhD programme cannot be submitted retrospectively as contributions to a cumulative PhD project. The reuse of texts that have already been published, for example from previous theses, without proper attribution of the source is considered self-plagiarism.

30. I would like to use a work of art in my dissertation that I created before starting my PhD studies. Is this possible?

Yes, artistic works created before the start of the PhD programme can be included in the PhD project as contextualisation, comparison, or reference objects. However, they are not part of the independent artistic achievement achieved during the PhD project and are therefore not taken into account as such for evaluation. For artistic works submitted as part of the PhD programme, it must be evident that they were created as part of the PhD project.

7 Curriculum (German only)

Studienplan für das PhD-Studium an der Kunstuniversität Linz
Genehmigt durch Senatsbeschluss vom 17. Juni 2009
– geändert mit Beschluss des Senats am 21.04.2010
– geändert mit Beschluss der Curricula-Kommission am 1. 12. 2010
– geändert mit Beschluss des Senats vom 12. Mai 2021

Inhalt: §

§1 Präambel
§2 Zulassungsvoraussetzungen und Inskription
§3 Struktur des Studiums und Betreuungsvereinbarung
§4 Einreichung und Begutachtung der PhD-Arbeit Ö
§5 öffentliche Präsentation und Diskussion (Defensio)
§6 Veröffentlichungspflicht
§7 Akademischer Grad
§8 Inkrafttreten und Übergangsbestimmungen

§1 Präambel

Die Kunstuniversität Linz schafft mit ihrem PhD-Studium einen gemeinsamen Rahmen für herausragende Forschungsprojekte aus, zwischen und quer zu allen an der Kunstuniversität vertretenen künstlerischen, gestalterischen, wissenschaftlichen und technologie-orientierten Fachbereichen und Disziplinen. Das PhD-Studium dient der Unterstützung und Weiterentwicklung der selbstständigen künstlerischen und/oder wissenschaftlichen Arbeit. Es schafft einen gemeinsamen Experimentier- und Möglichkeitsraum, in dem verschiedene Wissensformen und Praxen, kritische Auseinandersetzungen, Innovation sowie originäre Betrachtungsweisen zusammentreffen und in Austausch gebracht werden. Grundsätzlich wird Forschung an der Kunstuniversität Linz ergebnisoffen definiert; Erkenntniswege können sich im Erarbeitungsprozess verändern, ephemere Momente, ungewöhnliche Pfade und diverse Praxen des Erprobens und Verwerfens Teil der PhD-Arbeit sein. Das konkrete Forschungsvorhaben muss durch neue, eigenständige Erkenntnisse und/oder Herangehensweisen zum Wissen innerhalb der für das Projekt zentralen Bezugsfelder beitragen und auch zu einem späteren Zeitpunkt kommunizierbar und kritisierbar sein. Die Entwicklung einer dem Vorhaben entsprechenden Form (Methodik, Material, Medien sowie das Format der Manifestation der Ergebnisse) aus dem Forschungsprozess heraus ist dabei ebenso wichtig wie die einer eigenen Sprache bzw. adäquater Medien, um die Projekte transparent und nachvollziehbar zu dokumentieren, zu kontextualisieren und zu reflektieren.

§2 Zulassungsvoraussetzungen und Inskription

1. Der Abschluss eines Diplom- oder Masterstudiums gem. § 54 (1) Z1, Z2, Z3 und Z10 UG 2002 oder eines gleichwertigen, fachlich in Frage kommenden Studiums an einer anerkannten in- oder ausländischen postsekundären Bildungseinrichtung ist Voraussetzung für die Zulassung und wird von der Rechts- und Studienabteilung geprüft. Die Facheinschlägigkeit, Gleichwertigkeit sowie eventuell im Laufe des PhD-Studiums abzulegende Ergänzungsprüfungen (siehe § 75 UG 2002) stellt das für Forschungsangelegenheiten zuständige Rektoratsmitglied fest.

2. Personen, die ein PhD-Studium anstreben, können bei im PhD-Studium betreuungsberechtigten Mitarbeiter*innen der Kunstuniversität Linz um Betreuung ersuchen. Die Bestimmungen zur Betreuung sind im § 20 des Satzungsteils „Studienrechtliche Bestimmungen“ festgelegt.

3. Die PhD-Studienanwärter*innen müssen potentiellen Betreuer*innen in geeigneter Form eine nachvollziehbare Darstellung ihres PhD-Vorhabens und des geplanten Prozesses sowie ergänzende, für das Vorhaben relevante Unterlagen wie beispielsweise Portfolios oder ausgewählte Literatur bzw. künstlerische Referenzen vorlegen. Über die inhaltliche Eignung des PhD-Vorhabens entscheiden die Betreuer*innen. Die Betreuungszusage erfolgt schriftlich.

4. Bei Erfüllung der Zulassungsvoraussetzungen lt. §2 (1) und Vorliegen der Betreuungszusage ist diese sowie die Darstellung des PhD-Vorhabens und die der Erteilung der Betreuungszusage zugrunde liegenden Unterlagen zur formellen Begutachtung bis zu den kommunizierten Abgabefristen über die Abteilung Kunst.Forschung beim Research Board einzureichen.

5. Nach der formellen Genehmigung des PhD-Vorhabens durch das Research Board bestätigt das für Forschungsangelegenheiten zuständige Rektoratsmitglied den Zulassungsantrag. Anschließend kann die Inskription in der Rechts- und Studienabteilung erfolgen. 2 5. Eine vom Research Board abgelehnte Darstellung des PhD-Vorhabens kann in Absprache mit den Betreuer*innen zu einem späteren Zeitpunkt in überarbeiteter Form nochmals eingereicht werden. Eine Einreichung ist höchstens drei Mal möglich. Nach dreimaliger Ablehnung verliert die Betreuungszusage ihre Gültigkeit. Die Ablehnung eines PhD Vorhabens durch das Research Board erfolgt jeweils durch einen Bescheid des für Forschungsangelegenheiten zuständigen Rektoratsmitglieds, der den Studienanwärter*innen sowie abschriftlich auch den Betreuer*innen zuzustellen ist.

§ 3 Struktur des Studiums und Betreuungsvereinbarung

1. Das PhD-Studium an der Kunstuniversität Linz hat eine vorgeschriebene Mindeststudiendauer von 6 Semestern. Die PhD-Studierenden arbeiten alleine oder im Team vornehmlich an ihren Projekten und werden dabei von einem/einer Betreuer*in oder mehreren Betreuer*innen begleitet. Der notwendige Leistungsnachweis für ein Stipendium, einen Aufenthaltstitel oder ähnliches von 15 ECTS-Punkten pro Semester wird im Rahmen eines Privatissimums durch die Betreuer*innen vergeben.

2. Zur individuellen und auf das jeweilige Projekt abgestimmten Gestaltung des PhD-Studiums sowie zur Festlegung der Rechte und Pflichten der PhD-Studierenden und der Betreuer*innen ist von ihnen gemeinsam im Laufe des ersten Semesters eine Betreuungsvereinbarung auszuarbeiten und dem Research Board zur Begutachtung vorzulegen. Im Falle einer Ablehnung muss eine schriftliche Begründung festgehalten werden; die Betreuungsvereinbarung ist in abgeänderter Form erneut einzureichen.

3. Die Betreuungsvereinbarung beinhaltet jedenfalls eine Projektdarstellung, Angaben zum Zeit- und Arbeitsplan, Eckdaten zur Betreuung sowie eine Verpflichtungserklärung zur Einhaltung der Regeln guter wissenschaftlicher Praxis. Zudem sind weitere Leistungselemente zur Aneignung erweiterter Fertigkeiten und Zusatzqualifikationen im Umfang von maximal 20 ECTS- Punkten bzw. einem maximalen Arbeitsaufwand von 500 Echtstunden individuell zu vereinbaren. Diese Leistungselemente können beispielsweise den Besuch von Lehrveranstaltungen (Forschungsseminaren, Kolloquien, Privatissima etc.) an inner- bzw. außeruniversitären Institutionen und Forschungseinrichtungen, die Teilnahme an Ausstellungen und Konferenzen, Workshops, künstlerische Produktionen, Publikationen, Berichte an die Betreuer*innen etc. umfassen.

4. PhD-Studierende sind nach Möglichkeit in die universitäre Lehre einzubinden.

5. Weiters werden die PhD-Studierenden ermutigt, ihren Forschungsprozess und ihre Projekte im Rahmen von öffentlichen Präsentationen, Ausstellungstätigkeiten, Fachtagungen oder -publikationen an der Kunstuniversität Linz aber auch darüber hinaus vorzustellen.

6. Die Betreuungsvereinbarung kann im Laufe des PhD-Studiums von den PhD-Studierenden und den Betreuer*innen gemeinsam ergänzt bzw. leicht abgeändert werden. Diese Ergänzungen oder Änderungen sind zur Dokumentation schriftlich in der Abteilung Kunst.Forschung abzugeben. Wesentliche Änderungen der Betreuungsvereinbarung müssen dem Research Board erneut zur Stellungnahme bzw. Begutachtung vorgelegt werden, wonach anschließend das für Forschung zuständige Rektoratsmitglied die Entscheidung trifft.

7. Ein Wechsel der Betreuung ist bis zur Einreichung des PhD-Projekts möglich. In diesem Fall ist eine neue Betreuungsvereinbarung abzuschließen und dem Research Board zur Stellungnahme bzw. Begutachtung vorzulegen, wonach anschließend das für Forschung zuständige Rektoratsmitglied die Entscheidung trifft.

8. Eine Änderung des Titels des PhD-Vorhabens ist von den PhD-Studierenden und den Betreuer*innen unterzeichnet in der Rechts- und Studienabteilung zu melden.

§4 Einreichung und Begutachtung der PhD-Arbeit

1. Nach Absolvierung aller in der Betreuungsvereinbarung vorgeschriebener Leistungen kann die PhD-Arbeit über die Rechts- und Studienabteilung beim für Forschungsangelegenheiten zuständigen Rektoratsmitglied eingereicht werden.

2. Gibt es Teile der PhD-Arbeit, die orts- und/oder zeitgebunden sind, müssen diese in jedem Fall adäquat dokumentiert werden. Zudem besteht die Möglichkeit, die Gutachter*innen bereits vor der Einreichung zu einer Präsentation dieser Teile zu laden. In diesem Fall ist die Rechts- und Studienabteilung zeitgerecht vorab zu kontaktieren.

3. Mit der Einreichung der PhD-Arbeit ist von den PhD-Studierenden zudem ein gemeinsam mit den Betreuer*innen erarbeiteter, mindestens einen Namen umfassender Vorschlag bezüglich potentieller externer Gutachter*innen in der Rechts- und Studienabteilung abzugeben. Externe Gutachter*innen müssen über eine Betreuungsberechtigung für PhD- Projekte (Dissertationen) oder über eine vergleichbare Qualifikation im Sinne des § 21 des Satzungsteils „Studienrechtliche Bestimmungen“ sowie über die notwendige fachliche Expertise für das jeweilige PhD-Projekt verfügen. Sie dürfen zudem nicht an der Kunstuniversität Linz beschäftigt und in den Betreuungsprozess des jeweiligen PhD-Projekts involviert sein sowie kein Naheverhältnis im Sinne einer Befangenheit zu den Studierenden haben. Das für Forschungsangelegenheiten zuständige Rektoratsmitglied prüft den abgegebenen Vorschlag und beauftragt gegebenenfalls mindestens eine/n externe*n Gutachter*in.

4. Die Gutachten werden von der Rechts- und Studienabteilung unmittelbar nach Vorliegen an die PhD-Studierenden und die Betreuer*innen sowie nach Zusammensetzung des Prüfungskomitees an dessen Mitglieder übermittelt.

5. Weitere Bestimmungen zur Beurteilung der PhD-Arbeit sind im § 21 des Satzungsteils „Studienrechtliche Bestimmungen“ festgelegt.

§5 Öffentliche Präsentation und Diskussion (Defensio)

1. Nach Vorliegen einer positiven Gesamtbeurteilung durch die Gutachter*innen kann die PhD- Arbeit zur öffentlichen Präsentation und Diskussion (Defensio) in der Rechts- und Studienabteilung angemeldet werden. Diese kann frühestens einen Monat nach Vorliegen und Übermittlung der Gutachten an die PhD-Studierenden und Betreuer*innen stattfinden.

2. Über die Zusammensetzung des Prüfungskomitees sowie den Prüfungstermin sind die PhD- Studierenden spätestens drei Wochen vor der Prüfung in Kenntnis zu setzen. Die Vertretung eines verhinderten Mitglieds des Prüfungskomitees ist zulässig, ist den Studierenden jedoch spätestens bei Prüfungsbeginn mündlich mitzuteilen.

3. Die PhD-Studierenden sind berechtigt, sich bis spätestens eine Woche vor Prüfungstermin bei der Rechts- und Studienabteilung ohne Angabe von Gründen schriftlich abzumelden. Bei unbegründetem Fernbleiben von der Prüfung dürfen sich die PhD-Studierenden erst nach Ablauf von drei Monaten wieder zur Defensio anmelden.

4. Das Prüfungskomitee wählt mit einfacher Mehrheit eine/n Vorsitzende*n aus ihrer Mitte. Die/der Vorsitzende leitet die Sitzung und ist für die Führung des Prüfungsprotokolls verantwortlich.

5. Die Defensio findet öffentlich statt und umfasst die Vorstellung des/der PhD-Studierenden, die Präsentation der PhD-Arbeit im Rahmen eines der Arbeit entsprechenden Formats und eine abschließende Diskussion mit dem Prüfungskomitee. 4

6. Wenn die PhD-Studierenden die öffentliche Präsentation ohne wichtigen Grund abbrechen, ist diese mit „nicht bestanden” zu beurteilen. Ob ein wichtiger Grund vorliegt, hat das für Forschungsangelegenheiten zuständige Rektoratsmitglied auf Antrag des/der PhD- Studierenden mit Bescheid festzustellen. Der Antrag ist innerhalb von zwei Wochen nach dem Abbruch einzubringen. Liegt ein wichtiger Grund vor, wird die Prüfung nicht beurteilt.

7. Bei Nichtbestehen sind drei Wiederholungen der Defensio zulässig.

8. Das Prüfungsprotokoll ist der Rechts- und Studienabteilung zu übermitteln.

9. Weitere Bestimmungen zur Defensio sind in § 22 des Satzungsteils „Studienrechtliche Bestimmungen“ festgelegt.

10. Die Gesamtbeurteilung wird aus den Beurteilungen der PhD-Arbeit und der Defensio ermittelt. Nähere Bestimmungen dazu sind im §22 des Satzungsteils „Studienrechtliche Bestimmungen“ festgelegt. Bei einem Wert bis zu 1,5 lautet die Beurteilung „mit ausgezeichnetem Erfolg bestanden“, bei einem Wert von 1,6 bis 4,5 wird die Note „bestanden“, ab einem Wert von 4,6 wird die Note „nicht bestanden“ vergeben."

§ 6 Veröffentlichungspflicht

1. Nach positiver Absolvierung der Defensio ist die PhD-Arbeit zu veröffentlichen (siehe § 86 UG 2002) und der Universitätsbibliothek der Kunstuniversität Linz sowie der Nationalbibliothek zu übergeben.

2. PhD-Arbeiten oder deren Teile, die einer Massenvervielfältigung nicht zugänglich sind, sind in geeigneter Form in archivierbare Medien zu transferieren.

3. PhD-Kandidat*innen sind berechtigt, den Ausschluss der Benützung der abgelieferten Exemplare für längstens fünf Jahre nach der Übergabe zu beantragen. Wenn glaubhaft gemacht werden kann, dass wichtige rechtliche oder wirtschaftliche Interessen der PhD- Studierenden gefährdet sind, ist dem Antrag vom für Forschungsangelegenheiten zuständigen Rektoratsmitglied stattzugeben.

§7 Akademischer Grad

Nach Absolvierung des PhD-Programms und nachgewiesener erfolgter Veröffentlichung des PhD- Projekts bzw. dessen Dokumentation wird der akademische Grad „Doctor of Philosophy" – abgekürzt „PhD" – verliehen.

§8 Inkrafttreten und Übergangsbestimmungen

1. Dieser Studienplan tritt mit 1. Oktober 2021 in Kraft und gilt für alle PhD- Studienanwärter*innen, die ab Wintersemester 2021/22 mit ihrem Studium beginnen.

2. Bereits inskribierte PhD-Studierende können sich jederzeit mittels formloser schriftlicher Erklärung an die Rechts- und Studienabteilung freiwillig den Bestimmungen dieses Curriculums unterstellen. Bei einem Übertritt in dieses Curriculum behalten bestehende Betreuungsvereinbarungen ihre Gültigkeit und müssen dem Research Board nicht erneut zur formellen Genehmigung vorgelegt werden.

3. PhD-Studierende können ihr Studium bis längstens 31.01.2025 unter den Bestimmungen des Studienplans in der Fassung, die zuletzt mit dem Beschluss der Curricula-Kommission vom 1.12.2010 geändert wurde, abschließen. Nach diesem Termin treten Studierende automatisch in dieses Curriculum über. Die Inskription bleibt aufrecht; die Betreuungsvereinbarung behält ihre Gültigkeit und muss dem Research Board nicht zur erneuten formellen Genehmigung vorgelegt werden.

8 Study Regulations for the PhD Programme (german only)

§ 20 Betreuung im PhD-Programm

Folgende Mitarbeiter*innen der Kunstuniversität Linz sind innerhalb ihrer fachlichen Expertise zur Betreuung im PhD-Programm berechtigt: Universitätsprofessor*innen, emeritierte oder pensionierte Universitätsprofessor*innen, assoziierte Professor*innen, habilitierte Mitarbeiter*innen aus dem wissenschaftlich-künstlerischen Personal. (1a) Ehemalige Mitarbeiter:innen der Universität, die eine PhD-Arbeit betreuen und deren Dienstverhältnis während dieser Betreuung durch Kündigung oder Zeitablauf beendet wurde, können nach Bestätigung der aufrechten Betreuungsvereinbarung durch das für Forschung zuständige Mitglied des Rektorates die Betreuung der PhD-Arbeit bis zum Abschluss des PhD-Projektes fortsetzen ohne dass eine Zweitbetreuung gem. § 20 Abs 4 verpflichtend vorgesehen werden muss.

Auf Antrag beim für Forschungsangelegenheiten zuständigen Rektoratsmitglied kann bei Bedarf ein / e Mitarbeiter*in aus dem künstlerisch-wissenschaftlichen Personal mit einer der Habilitation vergleichbaren künstlerischen oder künstlerisch-wissenschaftlichen Qualifikation zur Betreuung zugelassen werden. Grundlage der Zulassung ist der Nachweis gleichwertiger künstlerischer oder künstlerisch-wissenschaftlicher Leistungen.

Die Betreuung durch zwei betreuungsberechtigte Personen ist möglich. Die/der Zweitbetreuer*in kann aus dem Personenkreis gemäß § 20 (1) gewählt werden oder Mitarbeiter*in einer anderen anerkannten inländischen oder ausländischen postsekundären Bildungseinrichtung sein, muss aber in jedem Fall über eine Betreuungsberechtigung für PhD-Projekte bzw. Dissertationen oder über eine gleichwertige Qualifikation im Sinne des § 20 (1) verfügen.

Das für Forschungsangelegenheiten zuständige Rektoratsmitglied ist in begründeten Ausnahmefällen wie z.B. im Rahmen von Kooperationen berechtigt, auch Personen, die nicht an der Kunstuniversität Linz beschäftigt sind, als Erstbetreuer*innen von PhDs innerhalb ihrer fachlichen Expertisen zu bestellen. Die betreffende Person muss aber in jedem Fall über eine Betreuungsberechtigung für PhD-Projekte bzw. Dissertationen oder über eine gleichwertige Qualifikation im Sinne des § 20 (1) verfügen. Im Falle einer externen Betreuung ist verpflichtend eine Zweitbetreuung durch eine/n betreuungsberechtigte Mitarbeiter*in der Kunstuniversität Linz vorzusehen.

§ 21 Beurteilung der PhD-Arbeit

Die PhD-Arbeit ist in vierfacher Ausfertigung und in elektronischer Form in der Studienabteilung einzureichen.

Das für Forschungsangelegenheiten zuständige Rektoratsmitglied legt die PhD-Arbeit der/dem Erstbetreuer*in, gegebenenfalls der/dem Zweitbetreuer*in sowie der/dem externen Gutachter*in zur Beurteilung vor. Der / die externe Gutachter*in muss über eine Betreuungsberechtigung im Sinne des § 20 (1) verfügen. Bei Bedarf kann eine Person mit einer der Habilitation vergleichbaren künstlerischen oder künstlerisch-wissenschaftlichen Qualifikation analog zu § 20 (2) zur Begutachtung zugelassen werden. Diese haben die Gutachten innerhalb von höchstens vier Monaten zu verfassen. Die Gutachter*innen können einem kürzeren Zeitraum zur Begutachtung zustimmen. 1

Die Gutachten sollen jedenfalls eine Stellungnahme zur Thematik, zu den Methoden, zur Einordnung der PhD Arbeit in den Stand der Forschung sowie eine zusammenfassende Beurteilung enthalten. In den Gutachten muss außerdem eine Beurteilung auf der Notenskala von 1 bis 5 inkludiert sein, wobei 1 der besten und 5 der schlechtesten Note entspricht (sehr gut, gut, befriedigend, genügend, nicht genügend). Sollte ein Gutachten die genannten Kriterien nicht erfüllen, kann das für Forschungsangelegenheiten zuständige Rektoratsmitglied ein weiteres Gutachten einfordern.

Die Gesamtnote der PhD-Arbeit ergibt sich aus dem Mittelwert der Noten aus den Gutachten, das Ergebnis ist auf eine ganzzahlige Beurteilung zu runden. Ein Ergebnis, das kleiner oder gleich x,5 ist, ist abzurunden. Ein Ergebnis, das größer als x,5 ist, ist aufzurunden.

§ 22 Defensio

Das Prüfungskomitee wird vom für Forschungsangelegenheiten zuständigen Rektoratsmitglied bestellt und setzt sich folgendermaßen zusammen: die/der Erstbetreuer*in, gegebenenfalls die/der Zweitbetreuer*in, die/der externe Gutachter*in und zwei weitere Mitarbeiter*innen der Kunstuniversität Linz, die über eine Betreuungsberechtigung im PhD-Programm oder über eine gleichwertige Qualifikation im Sinne des § 20 (1) verfügen. Letztere werden von der/dem jeweiligen PhD-Betreuer*in bzw. den PhD-Betreuer*innen im Einvernehmen vorgeschlagen. Der Vorschlag der Prüfer*innen wird mit einem Vorschlag eines Prüfungstermins an die Rechts- und Studienabteilung kommuniziert.

Das Prüfungskomitee wählt mit einfacher Stimmenmehrheit aus ihrer Mitte eine/einen Vorsitzende*n. Im Anschluss an die Defensio beurteilt das Prüfungskomitee in nicht öffentlicher Beratung die Defensio auf einer Notenskala von 1 bis 5, wobei 1 der besten und 5 der schlechtesten Note entspricht (sehr gut, gut, befriedigend, genügend, nicht genügend). Das Ergebnis sollte vorzugsweise einstimmig zustande kommen. Wenn dies nicht möglich ist, entscheidet eine einfache Stimmenmehrheit. Bei Stimmengleichheit entscheidet die Stimme der/des Vorsitzenden. Das Ergebnis ist auf eine ganzzahlige Beurteilung zu runden. Ein Ergebnis, das kleiner oder gleich x,5 ist, ist abzurunden. Ein Ergebnis, das größer als x,5 ist, ist aufzurunden.

Die Gesamtnote des Studienabschlusses ergibt sich aus dem arithmetischen Mittel der Gesamtnote der PhD Arbeit und der Note der Defensio. Das Ergebnis ist auf eine ganzzahlige Beurteilung zu runden. Ein Ergebnis, das kleiner oder gleich x,5 ist, ist abzurunden. Ein Ergebnis, das größer als x,5 ist, ist aufzurunden. Inkrafttreten, Übergangsbestimmungen §§ 20-22 treten am 1. Oktober 2021 in Kraft und ersetzen die bis dahin gültigen §§ 20-23. § 22 gilt nicht für Studierende, die nach dem alten Studienplan studieren (Senatsbeschluss vom 17. Juni 2009, letzte Zulassung im Sommersemester 2021). Für diese Studierenden bleibt § 23 des Satzungsteils Studienrechtliche Bestimmungen in der Fassung vom Jänner 2021 gültig. Die Bestimmung wird dem Curriculum (alt) beigelegt.

9 Example of a Supervision Agreement

The supervision agreement, signed by all parties, must be submitted digitally **to** our online plattform Calls **no later than six months after enrolment into the PhD programme**.

The handout on drafting a PhD supervision agreement, which can be downloaded from the website www.kunstuni-linz.at/phd/links, provides assistance.

Supervision agreements are submitted to the Research Board for review. Meetings of the Research Board take place around mid-October, beginning of November, mid-March and beginning of April. You will be informed promptly of the outcome of the review (approval or rejection).

SUPERVISION AGREEMENT PHD PROGRAMME



The supervision agreement, signed by all parties, must be submitted digitally **to** our online plattform Calls **no later than six months after enrolment into the PhD programme**. The handout on drafting a PhD supervision agreement, which can be downloaded from the website www.kunstuni-linz.at/phd/links, provides assistance.

Supervision agreements are submitted to the Research Board for review. Meetings of the Research Board take place around mid-October, beginning of November, mid-March and beginning of April. You will be informed promptly of the outcome of the review (approval or rejection).

Please fill in the form on your computer!

PhD-Candidate	
Second Name	First Name
Acad. Degrees	Date of Birth
Student Number (Matrikelnummer)	Start PhD programme (Semester)
Email-Address	
(Working)Title of the PhD-Project	

PhD-Supervisors

The conclusion of a supervision agreement implies an **indefinite commitment** to supervise a PhD-project until the completion of the PhD.

First Supervisor	
Second Name	First Name

Acad. Degrees	Email-Address
Department, Organization	

Second Supervisor	
Second Name	First Name
Acad. Degrees	Email-Address
Department, Organization	

Third Supervisor (if applicable)	
Second Name	First Name
Acad. Degrees	Email-Address
Department, Organization	

Supervisors and PhD-candidates agree on the following for the PhD-project:

1. Supplementary Exams

   If the university has prescribed supplementary exams in order to fulfill full equivalence of studies („Gleichwertigkeit der Studienabschlüsse"), the exact form of these supplementary exams in the indicated ECTS extent must be specified here.

   The following courses in the amount of _____ ECTS (see your form „application for admission") have to be taken and submitted with the submission of the PhD-project at the latest.

   Course title, type, ECTS, teacher:

2. The PhD-project is based on the exposé as well as the time and work schedule agreed upon by the PhD-candidate and the supervisors (both attached).

3. The PhD-project is done in the following language:

4. At the end of each academic year, the PhD-candidate has to prepare a progress report on the main results of the previous academic year and a work plan on the planned steps for the following academic year and submit both to the supervisors.

5. The progress of the work is discussed in the following frequency:

   Feedback meetings should take place at least twice per semester and be protocolled. Especially in the initial phase, a higher frequency of feedback meetings is recommended.

6. Media formats of the PhD-project (format and scope):
   Specify the formats and scope of all final submissions that constitute the basis for assessment (e.g. written work, artistic works, software, exhibition; including length, duration, number, etc.). Content descriptions are not to be included.

7. Further performance elements for the acquisition of extended skills and additional qualifications to the extent of a maximum of 20 ECTS credits or a maximum workload of 500 real hours are to be agreed individually. These performance elements can include, for example, attendance of courses (research seminars, colloquia, privatissima, etc.) at internal or external institutions and research facilities, participation in exhibitions and conferences, workshops, collaboration in or curation of exhibitions, artistic productions, publications, reports to supervisors, etc. (Curriculum, § 3 (3)).

   Agreed-Upon Elements of Performance:

8. PhD-candidates are expected to participate in the PhD-conferences of the Arts University Linz, the „PhD-Colloquia". PhD-candidates are required to give at least one public presentation of the PhD-project at the Arts University Linz.

9. The PhD-candidate undertakes to comply with the *Rules of Good Scientific Practice*[1].

10. The supervision agreement can be amended or slightly changed by the PhD-candidates and the supervisors in the course of the PhD programme. These amendments or changes are to be submitted in writing to the Department Art.Research | PhD. Likewise, the Department Art.Research | PhD must be informed of the dissolution of the supervision relationship. In the event of a change of a supervisor, a new supervision agreement must be concluded. New supervision agreements as well as significant changes to the supervision agreement must be submitted via the Department of Art.Research | PhD to the Research Board for approval.

11. **The following enclosures are part of the PhD Supervision Agreement and must therefore be submitted with it:**
    - ☐ **Exposé**
    - ☐ **Time and Work Schedule**

Please sign digitally if possible!

Place, Date	Signature PhD-Candidate
Place, Date	Signature First Supervisor
Place, Date	Signature Second Supervisor
Place, Date	Signature Third Supervisor (if applicable)

1 The *Rules of Good Scientific Practice* can be downloaded at www.kunstuni-linz.at/phd/links.

To be completed by the University:	
The supervision agreement was examined by the Research Board and is: ○ approved. ○ not approved.	
Place, Date	Signature of the Member of the Rectorate Responsible for Research Affairs
Place, Date	Signature of the Chair of the Research Board

PhD Supervision by External Persons
Applicaton for Appointment

Second and third supervisors who are not employed at the Arts University Linz may exceptionally be appointed by the member of the rectorate responsible for research affairs.

Please submit the following documents for the application:

- Reasons why the person in question is in a position to take on the supervision of this special project (e.g. from the person him/herself).
- Certificate of appointment as professor or proof of habilitation or justification of habilitation-equivalent achievements
- Curriculum vitae with list of publications

PhD-Project by

The appointment of as second supervisor is:

◯ approved.
◯ not approved.

The appointment of as third supervisor is:

◯ approved.
◯ not approved.

Place, Date	Signature of the Member of the Rectorate Responsible for Research Affairs