Regulation of the Rectorate concerning the Admission of Prospective International Students to Regular Studies at Graz University of Technology

VO 94000 ZISW 084E-01

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This document is a translation from the German. Only the original version in German is binding.
§ 1 Framework conditions and scope
The Rector's Office decides on the admission of prospective students who fulfil the admission requirements for the intended Bachelor's, Master's or doctoral programmes based on the admission application submitted. Prospective students from outside Austria apply for admission to regular studies on the basis of an international school leaving/university entrance examination or an international university degree.

If the curricula of the Bachelor's, Master's or doctoral programmes and/or the regulations concerning admission procedures at TU Graz pursuant to Sections 63 par. 1 no. 5a, 71c and 71e par. 4 of the Austrian University Act provide for separate, special or deviating regulations, they shall prevail over this Regulation.

§ 2 Foreign-language documents
If documents for assessment of compliance with the admission requirements are submitted in a foreign language, the applicants shall provide translations into German or English at their expense.

Foreign deeds and official documents are subject to the provision that they require legal attestation to constitute documentary proof equal to an Austrian official document.

§ 3 Assessment test should doubts arise as to the genuineness and correctness of documents and/or if documents are missing
Pursuant to Sec. 60 par. 3 University Act, the Rector's Office is entitled to waive the submission of documents for admission if the applicant is able to prove that the provision of documents is impossible within an appropriate period of time or that it would be excessively difficult, and provided the documents submitted are sufficient basis for decision-making.

If there are any doubts as to the genuineness and/or correctness of the content of the documents submitted by the applicant, or if the documentation is not sufficient basis for decision-making, an assessment test can be carried out to verify the actual knowledge of the foreign prospective student. Application for admission to Bachelor's programmes: The assessment shall be performed by those examiners who are in charge of the university entrance examinations in the subjects of Mathematics, Physics and Chemistry. Application for admission to Master's or doctoral programmes: The assessment shall be performed by the Dean of Studies of the respective degree programme.

The assessment examination tests the advanced level (school leaving examination), Bachelor's or Master's level of the prospective student. The examiner will gain an impression of the skills and competencies of the applicant in an open discussion. The assessment
examination supplements the written documentation submitted with the application. The expert opinion is to be submitted to the Rector's Office through the Registration Office.

Prospective students do not have an entitlement to take an assessment examination.

§ 4 Determining the technical relevance of earlier studies

Not all degree programmes constitute an automatic entitlement to study in Master’s or doctoral programmes at TU Graz. As a consequence, the Dean of Studies shall determine whether the pre-programme was of technical relevance. The Dean of Studies has four weeks to write the expert report.

Proof of completion of a Bachelor’s programme shall be enclosed with an application for admission to a doctoral programme to document the study course. The content of the Bachelor’s programme, however, is not subject to assessment.

The future supervisor/tutor of the doctoral thesis shall not be involved in the process of assessing the pre-programme of applicants for admission to a doctoral programme. Deans of Studies, who will act as supervisors/tutors for the doctoral thesis, shall assign the task of determining the technical relevance of the pre-programme to their representatives in the assessment procedure.

§ 5 Proving command of the language

Prospective students shall submit proof of their German language proficiency for studies conducted in German and/or their English language proficiency for studies offered in English. Language proficiency can be demonstrated by:

1. School leaving certificate of an Austrian secondary school or equivalent certificate

An Austrian school leaving certificate or a certificate from a foreign secondary school that is considered equivalent to an Austrian school leaving certificate, due to an agreement under international law or because it has been validated as classes were taught in German or English, shall in any case constitute proof of language proficiency. The Austrian school leaving certificate is sufficient proof of the knowledge of both the German and the English language.

2. Language diploma or examination

The only other proof of language proficiency shall be a proof of level C1 (proficient user) as specified in the Common European Framework of Reference of Languages.
Documents proving proficiency must not be older than two years at the time of application.

a) Knowledge of the German language shall be demonstrated by one of the following language diplomas:
   - ÖSD language diploma, level C1 (Austrian language diploma, Oberstufe Deutsch (upper level secondary school German))
   - Goethe certificate, level C1
   - Deutsche Sprachprüfung für den Hochschulzugang (DSH2, German proficiency test for university admission), level C1
   - German proficiency test of the Standing Conference of Ministers of Education and Cultural Affairs (DSD), level C1
   - Ergänzungsprüfung Deutsch (EPD, supplementary test of German proficiency) of the foundation course of Graz universities
   - TestDaF – level TDN 4

b) Proficiency of the English language is proven by the following certificates only:
   - TOEFL iBT, 87 points minimum
   - IELTS, 6.5 points minimum
   - Cambridge Proficiency English CPE
   - Cambridge Advanced English CAE, 180 points min. / grade C or better

3. Mother tongue or degree

Prospective students of studies taught in English may be exempted from the obligation to prove their language proficiency by means of a school leaving certificate or language diploma, if their mother tongue is English or if they are able to demonstrate proficiency of the English language by means of a degree obtained in a degree programme held in English. This exemption also applies to prospective students who apply for admission to a degree programme taught in German and whose mother tongue is German or who are able to prove their proficiency in the German language by means of a degree obtained in a degree programme held in German. The decision shall be made by the Dean of Studies or any selection committee established for the respective degree programme. The expert opinion is to be submitted to the Rector's Office through the Registration Office.

§ 6 Language level provisions in the Regulations on admission procedures for degree programmes taught in English
Separate provisions may be determined in the regulations on admission procedures for degree programmes held in English pursuant to Sec. 71 par. 4 Austrian University Act with regard to the required language proficiency level. Furthermore, these provisions may specify special procedures for the assessment of language proficiency. In these cases, the assessment of language proficiency shall be made by a selection committee established for the degree programme in question that shall submit its expert opinion to the Rector's Office through the Registration Office.

§ 7 Effectiveness

This Regulation enters into force effective 1 March 2017.