



Regulation of the Rectorate concerning Admission to Degree Programmes

VO 94000 ZISW 084-02E

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This document is a translation from the German. Only the original version in German is binding.

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§ 1 Scope

This Regulation is applicable to admissions to all regular Degree programmes pursuant to § 54 of the Universities Act (UG). Admissions to Degree programmes as part of an international mobility programme are exempt from this Regulation.

§ 2 Application documents

- (1) All documents and proof required for the admission application must be submitted before the admission deadline. All documents must be provided in German or English. Documents written in another language must be submitted with a German or English translation completed by a sworn, court-certified translator. Translations must be bound to the original document or a certified copy thereof.
- (2) Foreign documents must be provided with the required certifications.
- (3) For admission to doctoral programmes, proof must be provided that the applicant has completed a relevant Master's or Diploma programme at an university, university of applied sciences or university college of teacher education, or completed another equivalent Degree programme at a recognised domestic or foreign postsecondary educational institution. To document the course of the applicant's studies, proof of completion of a Bachelor's programme must be enclosed with the application. The content of the Bachelor's programme, however, is not subject to assessment.
- (4) If there is any doubt as to the authenticity of the submitted documents, the Rectorate may have them examined by experts.

§ 3 Waiving documents

The Rectorate may dispense with the obligation to submit certain documents if the applicant can credibly prove that obtaining these documents within a period of up to eight weeks is impossible or excessively difficult due to circumstances in the country issuing the document in question or in the applicant's country of origin, provided the documents submitted are enough for a decision to be made.

§ 4 Assessing the content of preliminary studies

Decisions regarding admissions to degree programmes are made by the Rectorate. For applications for admission to a Master's or doctoral programme, the Rectorate may, if necessary, request a statement from the Dean of Studies responsible for the programme in question in order to determine whether the applicant's preliminary studies are relevant or equivalent. For applications for admission to a doctoral programme, this statement may not be given by the applicant's future supervisor of the doctoral thesis. A period of four weeks shall be allowed for this statement to be submitted.

§ 5 Language skills

- (1) As stipulated in the Universities Act (UG) and the curriculum, a prerequisite for admission to studies is the ability to prove proficiency in German or English.
- (2) For degree programmes that require the applicant prove their German skills, proficiency to level C1 of the Common European Framework of Reference of Languages must be demonstrated with the following certificates:
 1. ÖSD language diploma for German or
 2. Goethe certificate or

3. Deutsche Sprachprüfung für den Hochschulzugang (DSH, German proficiency test for university admission) or
4. German proficiency test of the Standing Conference of Ministers of Education and Cultural Affairs (DSD) or
5. certificate demonstrating completion of an University Preparation Programme at an Austrian university or
6. Completion of eight school years at a German-speaking school or
7. Four years of German classes at a secondary school (*Sekundarstufe II*) and a secondary school leaving exam in the subject German or
8. Completion of the secondary school leaving examination in German language or
9. Successfully completed university degree programme taught in German.

The certificates listed in item 1 to 4 may not be older than two years.

- (3) If proficiency in German pursuant to para. 2 cannot be proven upon application, the applicant must demonstrate a proficiency in German to level A2 of the Common European Framework of Reference of Languages with one of the following certificates, which may be no older than two years.

1. ÖSD language diploma in German or
2. Goethe certificate or
3. German proficiency test of the Standing Conference of Ministers of Education and Cultural Affairs (DSD) or
4. Certificate or course confirmation of language proficiency at level A2 of an University Preparation Programme (Vorstudienlehrgang) at an Austrian University

The certificates listed in items 1 to 3 may not be older than two years.

- (4) If proficiency in German pursuant to level A2 of the Common European Framework of Reference of Languages cannot be proven, then admission applications for degree programmes only offered in German are to be rejected.

- (5) For degree programmes that require the applicant to prove their English skills, proficiency must be demonstrated with the following certificates:

1. TOEFL internet-based test (95 points minimum) or
2. IELTS (7 points minimum) or
3. Cambridge Certificate in Advanced English (180 points/grade C or higher) or
4. Cambridge English: Proficiency (CPE) or
5. Completion of eight school years at an English-speaking school or
6. Four years of English classes at a secondary school (*Sekundarstufe II*) and a secondary school leaving exam in the subject English or
7. Completion of the secondary school leaving examination in English language or
8. Successfully completed university degree programme taught in English.

The certificates listed in item 1 to 4 may not be older than two years.

- (6) The curricula for linguistic fields of study may stipulate a higher language level that deviates from para. 2 or 5.

- (7) For degree programmes subject to an admission procedure, the Regulation of the Rectorate regarding the particular admission procedure may stipulate provisions that deviate from para. 2 or 5.

§ 6 Supplementary examinations

- (1) If proficiency in German pursuant to § 5 para. 2 cannot be proven, or a foreign certificate is not equivalent to an Austrian school leaving certificate, the Rectorate must demand completion of the necessary supplementary examinations. The supplementary examinations are to be taken as part of the University Preparation Programmes Graz.
- (2) If a foreign certificate is not equivalent to an Austrian school leaving certificate in terms of duration of education, content and requirements, then the Rectorate must demand completion of the missing examinations as supplementary examinations:
 1. German / language of instruction
 2. Mathematics
 3. English
 4. Biology
 5. Chemistry
 6. Descriptive Geometry
 7. Geography
 8. Physics
- (3) The supplementary examination in German pursuant to para 2 item 1 should not be required if the applicant has proven, with one of the certificates listed in § 5 para 2, that he/she has the proficiency in German required for the degree programme. For applications for admission to a degree programme for which, pursuant to the University Entrance Qualification Decree (UBVO 1998), an additional examination must be completed prior to admission, the necessary supplementary examinations must also be required of the applicant.

§ 7 Entry into force and termination

This Regulation shall come into effect on the day after it is announced in the University Gazette and shall be applicable for the first time to admissions for the 2019 summer semester. At the same time, the Regulation of the Rectorate concerning the Admission of Prospective International Students to Regular Studies at Graz University of Technology, University Gazette No. 10, item 159, dated 15 February 2017, shall cease to be effective.

On behalf of the Rectorate:

The Rector