

Statutes of the Doctoral School of Computer Science

Latest version: 13 August 2012

1 Content of the Doctoral Programme Offered at the Doctoral School of Computer Science and Related Subject Areas

The Doctoral School of Computer Science is intended for doctoral candidates in the field of computer science. Students who have been admitted to the doctoral programme on the basis of § 2, section 1 of the doctoral programme curriculum may be allocated to the Doctoral School of Computer Science independent of their preliminary studies, provided that the content of their doctoral programme may be classified as belonging to the broader field of computer science. Subcategories of computer science that may be allocated to the Doctoral School of Computer Science are the following:

- Applied Computer Science
- Bioinformatics
- Business Informatics
- Medical Informatics
- Neuroinformatics
- Practical Informatics
- Software Development
- Teacher Training (Lehramt) in Computer Science and Computer Science Management
- Technical Informatics
- Telematics (Computer Engineering)
- Theoretical Informatics
- Visual Computing

2 Academic Degree

Graduates will usually be awarded the degree of "Doctor of Technical Sciences" (Dr. techn.); in certain cases - in particular for candidates with a background in Teacher Training - also "Dr. of Natural Sciences" (Dr. rer. nat.)

3 Objective and Subject-Specific Qualification Profile

[cf. § 1, section 2; § 3, section 4 of the doctoral programme curriculum].

A graduate of the Doctoral School of Computer Science is able to solve scientific and practical problems in the field of Computer Science in an independent, competent manner. This requires well-founded knowledge of theory, algorithms and methods in the field of Computer Science, modelling of technical systems and software development. Graduates will be able to understand comprehensive problems in the field of Computer Science and technical modelling and development projects from the various subcategories of Computer Science both in theory and in practice and to assume a leading role in the execution of tasks related to such problems.

4 List of Member Institutes within TU Graz

[§ 3, section 3]

The Doctoral School of Computer Science consists of all institutes of the Faculty of Computer Science, which currently are the following:

- **Institute of Applied Information Processing and Communications**
- **Institute of Computer Graphics and Knowledge Visualisation**
- **Institute of Computer Graphics and Vision**
- **Institute of Information Systems and Computer Media**
- **Institute of Knowledge Discovery**
- **Institute of Knowledge Management**
- **Institute of Software Technology**
- **Institute of Theoretical Computer Science**

5 Specific Guidelines for the Supervision of Doctoral Candidates

[§ 4].

The dissertation must be registered at the Dean's Office at the Faculty of Computer Science at the start of the doctoral programme. This registration also constitutes the educational agreement as specified by the curriculum for the doctoral programme.

The annual report outlined in the curriculum must be submitted by the doctoral candidate to TUGOnline in electronic form. It is stored online until the doctoral programme is completed. Members of the Doctoral School for Computer Science with teaching license (Habilitation) are entitled to inspect all reports. The report may refer to publications and project reports provided that they are also made available to the members of the Doctoral School upon request.

6 Specific Guidelines for Completion and Assessment of the Dissertation

[§ 5, section 3]

The dissertation must be written in English. Exceptions are subject to approval by the supervisor and the governing body responsible for study regulations.

The dissertation must contain an annotated publication list of the candidate that explains the relation between the publication and the presented dissertation and also outlines which parts of the dissertation are based on previously published work. In addition, the dissertation must also contain a section highlighting any work completed jointly with third parties.

The dissertation will be assessed by the supervisor and an additional expert in the field of the dissertation. As a rule, this expert will not be an employee of TU Graz. Exceptions are subject to approval by the supervisor and the governing body responsible for study regulations. The proposal of referees will be drawn up by the Coordinating Team after consulting with the candidate and the candidate's supervisor and will then be made available to the members of the doctoral school and submitted for approval by the governing body responsible for study regulations.

As a rule, the full text of the dissertation will be made available to the scientific community once the doctoral candidate has passed the thesis defense. Usually, this publication will take place online. Publication is intended to foster traceable quality control by the scientific community. Access to dissertations may only be blocked in well-founded, exceptional cases (see also § 13).

Referee's reports must be provided as a signed hardcopy before the start of the thesis defense. If these examiner's reports are not available, the thesis defense must be canceled. The candidate's supervisor has the responsibility to communicate this requirement to the external referees. The referee's report must contain the candidate's name, the title of the dissertation and a mark.

7 Specification of Publication Process and Review Requirements

[§ 5, section 7]

As a rule, it is assumed that the most important results of the dissertation will be published as peer-reviewed papers prior to the dissertation being submitted. Such publications must be based on a written review process for the full text by several reviewers and certain minimum selection requirements. In the field of Computer Science, this would apply to journals as well as international conferences and symposia. Position papers shown presented at workshops and abstracts with or without peer review as well as conference-style events that apply only formal criteria as publication requirements shall not be considered publications in the true sense outlined above. If in doubt, the candidate must show evidence to specify the type of review process which has been applied.

Publications in the sense outlined above are usually written in English and intended for an international audience. With publications that are not written in English, the circumstances of publication must be examined to ensure that they comply with the quality criteria specified (with the exception of the language criterion).

At least one accepted publication is required prior to submission of the dissertation. Three successful publications are considered the standard for an average dissertation. As a rule, acceptance of an article for publication is considered equivalent to successful publication. In case of delays caused by above-average length of review processes, the candidate may submit the publication(s) submitted for review together with the dissertation and request extended assessment, which takes into account the submitted publication(s) in addition to the dissertation itself. If the minimum requirement of at least one publication cannot be met, the governing body responsible for study regulations will appoint three instead of two referees for the dissertation.

8 Curricular Workload (Semester Course Hours)

[§ 6, section 1]

The curricular workload shall comprise 14 semester course hours, of which 6 must be made up of subject-specific basic courses.

9 Specification of Subject-Specific Basic Courses According to § 6, Section 2.

The list of subject-specific basic courses is updated by the Dean of Studies on a regular basis and is published on the websites of the doctoral school. If a course is deleted from the list (for example, because it is no longer taught), this course remains valid as a subject-specific basic course for students, who have already completed the course at the date of deletion.

The courses chosen by the candidate must be declared at the latest when the thesis is submitted. If the candidate wishes to elect a subject not specified in the list of subject-specific basic courses, then it is necessary that this exception is approved by the governing body responsible for study regulations. Such a request for approval must be filed before the considered course is completed by the candidate. Approval after the selection of the referees is not possible.

10 Organisational Stipulations for Courses within “Scientific Methods and Communication”

[§ 6, section 3].

Due to the size of the doctoral school, courses within the field “Scientific Methods and Communication” shall be offered as a doctoral seminar comprising 2 semester course hours in the winter semester + 2 semester course hours in the summer semester. The seminar is offered in several groups.

11 Details Regarding the Composition of the Board of Examiners for the Thesis defense

[§ 7, Section 2].

The board of examiners shall consist of 3-5 persons. The Dean of Studies for Computer Science chairs the board or appoints a habilitated member of the faculty as a substitute. Furthermore, the board of examiners shall comprise the supervisor and at least one further member. At least one member of the board of examiners must come from outside TU Graz.

The chosen examiner must possess a formal teaching license (Habilitation) or the right to supervise PhD students at the examiner's home university. In case of any doubt, confirmation concerning the fulfilment of this requirement must be provided by the thesis supervisor, and must be presented at the time of the thesis defense.

If the supervisor or the candidate requests this, the board of examiners may be extended from 3 to 4 or 5 members. If the candidate and the supervisor fail to agree on the desired number of board members, the largest suggested board of examiners will be formed to ensure the broadest possible range of opinion. If no publications according to section 7 of these statutes have been presented, the board of examiners shall automatically comprise 5 members.

12 Details on the Thesis defense

[§ 7, section 3 and Annotations].

The thesis defense shall be between 60-90 minutes long, with the presentation by the candidate taking a maximum of 30 minutes. All members of the board of examiners are entitled to ask technical questions. The oral examination has the character of a defense of the dissertation and entails questions on the dissertation as well as the subject area related to it.

13 Confidentiality Agreement of Members Regarding Any Confidentiality Obligations that May Arise in Ethical, Personal and Development-Strategic Fields
[cf. in particular § 5, sections 1 and 7]

Upon admission to the Doctoral School of Computer Science, all members agree to comply with confidentiality regulations according to § 5, section 1 of the curriculum for the doctoral programme. Access to finished dissertations may only be blocked in well-founded, exceptional cases, as stipulated by UG 2002 § 86 section 2.

14 Involvement of Doctoral Colleges

The Faculty of Computer Science welcomes involvement of doctoral colleges in the Doctoral School of Computer Science.

The Doctoral School of Computer Science is aware of the fact that the internal statutes of such doctoral colleges may differ from the statutes of the doctoral school. Any deviations must be checked for incompatibility by the Coordinating Team of the doctoral school and the spokesperson of the doctoral college.

Where minor deviations exist, the coordinating team of the doctoral school may unanimously pass exceptional regulations for the doctoral candidates from the doctoral college in question. In particular, a higher curricular workload in a doctoral college is compatible with the objectives of the doctoral school in the sense of voluntary additional work.