

## "Doctoral Program in Medical Science"

# ADMISSION PROCESS of the DOCTORAL SCHOOLS

MEDICAL UNIVERSITY OF GRAZ GRAZ, AUSTRIA



### **Application Process**

This document provides a very brief overview of the admission process for all Doctoral Programs in Medical Science.

Detailed information can be given by the Office for Doctoral Studies (contact: doktoratsstudien@medunigraz) upon request.

#### Schematic overview

STEP 1

- •MUGthesis: Entrance of the dissertation topic by the main supervisor and completion of the release process. Topic must appear in the end as "Verfügbares Thema".
- •https://thesis.medunigraz.at/medunigraz/solution/papers/client/
- •Upload in English language
- •Be aware of the deadlines!

STEP 2

- •Admission Interview: Registration for the admission interview and participation.
- •Required documents: Registration form for the admission interview and proof of educational background (e.g. diploma and transcript of records for bachelor & master degree)
- •Overview of respective dates on the homepage "Doctoral studies"
- •Be aware of the deadlines!

STEP 3

- Enrollment: Submission of all required documents to the organization unit "Studies and Teaching Management/ Studymanagment"
- •Requirement: Passing the admission interview
- Required documents: e.g. Thesis registration form, admission form,...
- •Be aware of the deadlines!



#### **INTERVIEW DATE**

Individual dates for the admission interview will be announced after expiry of the registration deadline.

#### ADMISSION INTERVIEW PRESENTATION AND INTERVIEWS OF THE CANDIDATES

#### a. PARTICIPANTS

Members of the interviewing committee are the supervisor and co-supervisors (thesis committee), the speaker/deputy speaker of the Doc School and the Dean/Vicedean of Doctoral Studies.

#### b. LANGUAGE

The official language of the admission interview is English! Thus, all interviews and presentations will be held in English.

#### c. PRESENTATION AND INTERVIEW

The candidate should present herself/himself, mainly her/his scientific background (e.g. the Master's thesis) and the project of interest. The percentage distribution should be around 20% for the scientific background and 80% for the dissertation project.

The content of the presentation should be based on the questions provided in the power point slides that all candidates receive at the time of registration to the admission interview. The candidates are asked to prepare all points that are described in the power point slides, in accordance with their main supervisor. If a point (e.g. sample size) cannot be answered because the project planning is not yet ready, this should be stated explicitly.

20 minutes will be provide for each candidate's presentation. After her/his presentation, the candidate will be asked by the members of the interviewing committee for 10 minutes.

Presentations and interviews are not public!



#### d. FOLLOWING THE INTERVIEW

The Office of Doctoral Studies will be inform the candidate about the outcome of the admission interview within one week.

About the same time, you they will get detailed information about the enrolment process by the Studies and Teaching Management.