

# Application for Admission to the Doctor of Arts Program (Dr. artium)

**Application form, including copies of relevant documents, must be submitted per e-mail (max. 19 MB!) to the Office of the Doctoral School, Leonhardstraße 82, Room 136, 8010 Graz**

**Application period: From 1<sup>st</sup> of February to 28<sup>th</sup> of February for the following academic year**

..... (First Name and Last Name)	Matriculation Number (if already assigned) <table border="1" style="width: 100%; height: 20px; text-align: center;"> <tr> <td style="width: 15%;"> </td> <td style="width: 15%;"> </td> <td style="width: 15%;"> </td> <td style="width: 15%;"> </td> <td style="width: 15%;"> </td> <td style="width: 15%;"> </td> <td style="width: 15%;"> </td> </tr> </table>							
..... (Address)	..... (Date of birth)							
..... (Telephone Number)	..... (Required: <b>E Mail Address!</b> )							

I apply herewith for admission to the Doctor of Arts Program, having finished my Master's Degree or Diploma in the following area of study:

.....  
 (All documents – proof of the completed degree or diploma – are to be submitted as copies. In addition, foreign language documents must be accompanied by authorized translation into German.)

Proposed topic for the artistic research project (Doctoral work):  
**(see the Curriculum for this!)**

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Artistic Adviser at KUG

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 (Name of the Adviser – please print legibly!)

Scholarly Adviser at KUG

.....  
 (Name of the Adviser – please print legibly!)

**Please contact your advisers in order to obtain their pledge of acceptance and give them your exposé!**

Date ..... Student's Signature .....

**Notification of the date for the presentation of your artistic research proposal will take place by e-mail! The necessary materials required for this (see the next page) are to be submitted altogether with the application form as SINGLE PDF-FILE between 1<sup>st</sup> of February and 28<sup>th</sup> of February!**

Instructions:

- a) Admission to the Artistic Doctoral Program requires prior completion of a Master’s degree or Diploma in an appropriate subject area at a recognized inland or foreign postsecondary educational institution, or a study program of equivalent nature.

If the equivalence is basically sound and only a few supplementary areas are missing to achieve complete equivalence, the Rectorate is authorized to require additional tests that must be taken during the doctoral study program to establish equivalency.

- b) Sufficient knowledge of the German language according to Level C1 of the European Standard for Languages (GER) or a comparably good command of the English language are to be demonstrated in the course of the presentation talk.

- c) Altogether with the Application form the following supporting materials are to be submitted for the presentation talk:

- An exposé of the artistic research proposal (languages: in German and/or English)
- Proof of prior scholarly and artistic achievements (including academic transcripts)
- Proof of qualified artistic professional practice (detailed CV)
- If necessary, proof of language competency
- Proof of the completed degree(s) or diploma(s)\*: BA/MA diplomas, degree certificates, transcripts of records
- Pledge of acceptance from your KUG advisers

**The Application and the supporting materials are to be submitted in digital form by e-mail (max. size of 19 MB for any mail incl. attachment; alternative: download link for Dropbox or Google Drive) between 1<sup>st</sup> February and 28<sup>th</sup> February (for the following academic year) to: [doktoratsschulen@kug.ac.at](mailto:doktoratsschulen@kug.ac.at). If the papers are not complete, then admittance is declined!**

\*Attention: In the case of foreign degrees, it is required that authorized copies of all supporting materials that have been issued by your home university as well as an official translation into German be submitted.

Please pay attention to any required diplomatic legalizations:

[http://wissenschaft.bmwf.gv.at/fileadmin/user\\_upload/wissenschaft/naric/english/legalization\\_list2013.pdf](http://wissenschaft.bmwf.gv.at/fileadmin/user_upload/wissenschaft/naric/english/legalization_list2013.pdf)

The coordination team Dr.Art. will be checking the quality of all applications only after it has been determined by the Dean of Studies that your prior studies are of equal validity (§ 59 KUG regulations).

Decision of the Dean of Studies about the equivalence of the study named on the previous page (=“substantiated admittance of studies“):

equivalent

not equivalent

**Explanatory notes:**

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If the equivalence is basically sound and only a few supplementary areas are missing to achieve complete equivalence, a suggested list of make-up courses to complete this requirement will be made available during the consultation discussion and presented to the Vice-Chancellor for Education!

.....  
(Date, Signature Dean of studies)