

Public presentation before faculty

**PhD program Psychology, Faculty for Psychology
Sigmund Freud Private University Vienna
May 2020**



Study phase 1 is considered to be completed as soon as all courses planned for study phase 1, any additional course requirements imposed in the admission procedure, and the public presentation before the faculty have been successfully completed and the PhD thesis agreement has been approved.

Registration and derogations for the public presentation before faculty

The public presentation marks the transition from study phase 1 to study phase 2. Registration for the public presentation of the research project is made in writing via the Moodle course "Faculty Public Presentation") using the registration form for the faculty public presentation (available at Sigi, on request at the Study Service Centre and in the Moodle course "Faculty Public Presentation"). The registration must be submitted at least eight weeks before the desired examination week

In order to register for the public presentation it is mandatory that all courses from study phase 1 and additional course requirements have been successfully completed. In well-founded exceptional cases, the program director may grant admission to the public presentation of the research project, even if proof of the successful completion of individual courses from the curriculum or any additional course requirements is missing. This extraordinary admission to study phase 2 is granted through a written application for an extension of the deadline to the head of the program, whose positive decision must be attached to the registration for the public presentation. In such cases, the candidate will be given a maximum of two semesters in which to provide the missing evidence of performance from phase 1. In this transition phase, students can take courses and examinations from phase 2, but the corresponding examination results will only be entered into the student administration system and thus be validated as soon as all missing examination papers from phase 1 have been completed.

If the research project in study phase 1 takes place within the context of a third-party funded project that has already been externally evaluated according to international standards, the admission to transfer to study phase 2 and thus the approval for the preparation of the PhD thesis can be granted by the program director even before the project presentation to the faculty. However, the public presentation must be completed in any case. The following documents are required for registration:

Application requirements:

- Registration form
- Long version of the project proposal incl. abstract of research project
- PhD-Thesis agreement (signed by supervisor and student)
- Positive decision on extension of the deadline, if not all courses of the study phase 1 or all requirements have been completed

Procedure and regulations

The faculty public presentations will be held on a collective basis. Students are required to attend the presentation day of their group. If it is necessary to arrange an individual exam date, attendance on a full presentation day is required anyhow. At the public presentation, PhD students defend their concept in front of a jury on the basis of the project proposal developed in study phase 1. Each presentation is scheduled to last 45 minutes, divided into 10 minutes of presentation, 20 minutes of discussion, up to 15 minutes of jury discussion. After the presentation, the jury meets in a closed session for consultation.

The public presentation and defense of the project proposal elaborated in study phase 1 is held before a jury, which decides on admitting the candidate to study phase 2. A positive decision of the jury means the official approval to carry out the PhD thesis. The jury consists of the PhD program staff (possible or actual supervisors) as well as external PhD program advisory boards, if applicable. (External PhD program advisory board members are appointed by the program director for a period of three years. A reappointment is possible). Supervisors of the PhD thesis can be members of the jury. The jury makes its decision by a simple majority vote in a closed session following the project presentations. In the event of a tie, the director of the PhD program will decide. The program director can reject a research project with a binding condition for revision. In this case, students can resubmit their project after a corresponding revision. The program director decides on the appropriateness of the improvements.

After successful completion of the examination, the course "Preparation of the public project presentation" is entered into the examination system as "participated successfully".

Dates

A moodle course on the public presentation informs about all dates and modalities. After the official dates, individual presentations can be arranged individually before the presentations. Please register two months in advance for individual examination dates by indicating the desired examination date. Depending on the registration situation, individual exams can also be combined into collective appointments. The registration must be received by the Study Service Center 8 weeks before the desired examination week.

Evaluation criteria:

Based on the criteria mentioned below, the jury decides whether the project presented meets the quality requirements of a PhD. On the career level of a PhD, it is important that the students are not only able to identify a research question, but also make an innovative contribution to the research field. A very high level of methodological and theoretical knowledge is no longer required, but is assumed. In addition, the jury must be able to assess whether the planned project is feasible, i.e. whether it can be carried out by the person working on it with the scientific means provided in the time allocated. The faculty public presentation will be evaluated according to the following criteria:

- (1) **Topic:** is the subject well-chosen in order for the student to carve out their own scientific profile and scientific identity?
- (2) **State of the art research:** Is the project located within clearly defined research fields and does the description of the state of the art result in clearly defined and relevant research voids?
- (3) **Theories:** Are the theories used concisely described and is the choice of theories well argued for?
- (4) **Research question or research interest and possibly hypotheses:** Are the research questions / research interests and possible hypotheses (only for quantitative research designs!) clearly stated and do they address the research void?
- (5) **Methodological design (survey and evaluation method):** Is the methodological design well described? Is it suited to address the research questions / the research interest? Is it feasible for a PhD project (i.e. can it be carried out within the scheduled timeframe)?
- (6) **Goals:** Are the goals well defined? What contribution to which question or scientific field can be expected? What contribution to the field of psychology can be expected?
- (7) **Distribution strategy and form of the dissertation:** Is the dissertation written in the form of a book or as a cumulative thesis? How many articles will be published and in which journals are a possibility for publication?
- (8) Possible **funding agencies** and possibly concrete **application strategies**

Evaluation of the PhD thesis agreement

The jury assesses whether the requirements agreed upon in the PhD thesis agreement between student and supervisor are **appropriate**. Regarding the **form of the PhD thesis**, the following is determined in accordance with the examination regulations of the Faculty of Psychology:

Supervision of a PhD thesis is only possible by a person with a habilitation or a habilitation equivalent. Persons without a habilitation can be integrated as **supervisors** into a supervision team.

The concrete requirements regarding the scope and form of the PhD thesis (monograph or cumulative thesis) will be individually defined in a supervision agreement between students and supervisors, depending on the research field. This agreement is signed by the supervisor and the student and is reviewed and approved by the head of the PhD program. The dissolution or major changes to the PhD thesis agreement require the approval of the head of the PhD program. Supervisors should discuss the PhD-Thesis Agreement with the students during the first year of the program and it must be signed by the supervisor as well as the student and enclosed with the application for the public presentation.

The **form in which the PhD thesis is completed** is documented in the PhD thesis agreement. The following general conditions must be taken into account:

- A monograph or a cumulative (publication-based) thesis can be submitted as a PhD thesis.
- The publication of partial results of the PhD project in scientific specialist media and their presentation at scientific conferences prior to the submission of the PhD thesis is desired. Possible own publications can be included in the PhD thesis.
- The scope of the PhD thesis is defined in the PhD thesis agreement.
- Joint PhD work is possible and is to be documented and argued for in the PhD thesis agreement. The individual achievements of the participating students are to be reported and evaluated separately.
- In the case of a publication-based (cumulative) PhD thesis, the individual publications must be related to a specific subject and linked by a superordinate research question. This must be presented in an introduction to the research problem and a summary of the results. From a formal point of view, a cumulative PhD thesis must correspond to a monograph: a table of contents, consecutive page numbering, consistent citation method independent of the respective print formats, complete bibliography, etc. The individual publications should therefore be treated as separate chapters in a monograph. Yet unpublished material can be presented in separate chapters.
- For a publication-based PhD thesis, the following criteria also apply:
- A publication-based PhD thesis must consist of at least four publications, at least two of which must have either already been published or accepted for publication in scientific journals with peer-review system.
- Only papers in which the student is the first author can be accepted. Details of the empirical methods that are not explained in the publications must be presented accordingly in the introduction and summary of the PhD thesis.
- The evaluation of a publication-based PhD thesis must be carried out for the entire thesis; the acceptance of individual publications in journals with peer-review system does not prejudice the decision of the reviewers.
- Joint publications by students and supervisors are possible.
- The guidelines of the Vorgaben der Österreichischen Agentur für wissenschaftliche Integrität (ÖAWI) must be complied with.