

# STUDENT CONTRACT

for the study programme  
**Doktorat Psychotherapy Science**  
at the Faculty of Psychotherapy Science  
at Sigmund Freud Private University  
Site of Implementation Vienna

This contract is between

.....  
Last Name(s), First Name(s)

.....  
Date of birth

.....  
Address

("the Student")

and

Sigmund Freud PrivatUniversität Wien GmbH  
legal entity of Sigmund Freud Private University Vienna,  
Freudplatz 01, A-1020 Vienna (the "University").

Start: **Winter semester 24/25**

## PREAMBLE

The University is accredited as a private university (Privatuniversität) in accordance with: § 24 and § 25 of the Higher Education Quality Assurance Act (Hochschul-Qualitätssicherungsgesetz), Federal Law Gazette (Bundesgesetzblatt – BGBl.) I No. 74/2011 as amended, § 14 para 3 of the Private Higher Education Act (Privathochschulgesetz – PrivHG), Federal Law Gazette I No. 77/2020 as amended and in conjunction with § 2 of the Private University Act (Privatuniversitätengesetz – PUG), Federal Law Gazette I No. 74/2011 as amended, and § 16 of the Private University Accreditation Regulation 2019 (Privatuniversitäten-Akkreditierungsverordnung 2019 - PU-AkkVO). Awarded degrees are in this way equivalent to those awarded by a public university (staatliche Universität). The current curriculum is accredited by AQ Austria (Agentur für Qualitätssicherung und Akkreditierung Austria).

## GENERAL PROVISIONS

### § 1

#### Subject Matter of the Contract

- (1) This contract regulates the rights and obligations of the contracting parties. The aim is to fulfil the following contractual obligations in order to reach the expected learning outcomes of the study programme Psychology within the given time frame and ultimately award the corresponding academic degree **Doktor / Doktorin der Psychotherapiewissenschaft (Dr. scient.pth)**. This contract also regulates the rights and obligations of the contracting parties in the event that the expected learning outcomes cannot be reached.
- (2) The following documents and regulations are made part of this contract: certificate of accreditation, curriculum, University statutes, and any University or Faculty regulations, including amendments. The Student will find such regulations in a suitable digital format on the University website and on the website of the relevant Faculty. The Student will also find a copy for inspection at the Dean's Office.
- (3) All requirements included in this contract are to be fulfilled where the study programme is held.

### § 2

#### Rights and Obligations of the University

- (1) The University shall implement the curriculum as approved by AQ Austria. The University reserves the right to make changes to the curriculum (for instance, to comply with national regulations or EU regulations) or to the teaching staff as long as such changes do not undermine the learning outcomes.
- (2) In the event that the University is unable to (or not anymore able to) implement the curriculum for any reason, the University must help the Student with the transfer of credit to other study programmes in accordance with the European Credit Transfer System (ECTS) for the credits awarded by the University until that moment.
- (3) The Student grants unlimited usage rights to the University for every work or research result produced within the context of the study programme, at no cost. Theses or dissertations are forwarded to the University library to be included in the library's public catalogue.

### § 3 Rights and Obligations of the Student

- (1) The Student is expected to actively participate in every course (especially in those courses where attendance is mandatory) and take every examination as defined by the study programme. The Student must adhere to current University and Faculty regulations.
- (2) The Student is expected to provide up-to-date contact information and be reachable thereunder. The Student is also expected to check his or her University e-mail account regularly.
- (3) The Student shall pay the tuition fees in accordance with § 5 of this contract.
- (4) The Student is required to follow the principles of good research practice when undertaking any assignment or research activity within the context of the study programme. Proven misconduct may be punished at any given time with dismissal from the study programme or with withdrawal of the awarded degree; such a decision involves the Rectorate. Any legal consequences remain unaffected by the decision.
- (5) For research papers where the Student is listed among the authors, the Student must indicate his or her affiliation with the University if the research is conducted within the context of the study programme and/or under the supervision of a researcher affiliated with the University. For all other publications, the Student needs to obtain permission before publication and before final submission to the publisher if he or she wishes to indicate his affiliation with the University. Request for permission must be submitted to the Dean's office in written form.
- (6) The Student must maintain confidentiality with regard to all documents, materials, and confidential information to which he or she receives access as part of the programme, including login information for online platforms. Sharing with third parties is prohibited. The University reserves the right to claim damages resulting from the violation of this clause.
- (7) The Student must maintain confidentiality with regard to any personal data or any data related to organisations to which he or she receives access during his or her studies or during an internship. The Student must observe data secrecy in accordance with the Federal Act Concerning the Protection of Personal Data (Datenschutzgesetz – DSGVO), the GDPR, and any University regulations on data security and privacy. Confidentiality obligations apply also after completion of the study programme.
- (8) The Student may apply for leave of absence for a maximum of two semesters; the reason must be provided. Further periods of leave of absence may be requested for a maximum of two semesters at a time. A specific reason must be provided with every request. Semesters for which a leave of absence has been granted do not count as semesters for the completion of the programme. During the leave of absence, the admission to the programme remains valid; attending classes, taking examinations, and also submitting assignments or obtaining grades for assignments is not allowed.

## § 4

### Contract Duration/Termination

- (1) The contract shall last until the expected learning outcomes have been reached. Once the expected learning outcomes have been reached, i.e. once the Student has successfully completed the programme and the degree has been awarded, the contract is fulfilled. The contract comes to an end if the Student is not anymore in the position to reach the expected learning outcomes due to negative performance; notice of contract termination is not necessary in such case. Any claims – for example, for any payments due – are not affected by the fulfilment or termination of the contract. A shorter period of study does not exempt the Student from paying the fees for the amount of at least six semesters.
- (2) The Student may terminate the contract for any reason by giving two months' notice and by observing the deadlines (Kündigungstermine) of 31 January or 31 August. Upon request, the Student may withdraw from the programme at an earlier date. A written agreement with the Faculty is necessary in such case. The agreement does not affect the Student's payment obligations for the current semester.
- (3) Notice of contract termination in accordance to para 2 must be given in written form and with signature or electronic signature.
- (4) The University may terminate the contract for good cause by a resolution of the Rectorate. Good causes are – but are not limited to:
  - a. serious offence and/or repeated offence by the Student against University or Faculty regulations and harm to the University's reputation;
  - b. failure to follow the principles of good research practice as defined by the University;
  - c. failure or inability to reach the expected learning outcomes of the programme as defined by the specific curriculum;
  - d. failure to pay fees and charges when due and failure to pay after a final reminder has been issued.

## § 5

### Tuition Fees

- (1) The tuition fees for the study programme amount to EUR 30.270,- €, corresponding to EUR 5.045,- € per semester, as the official duration of the programme amounts to six semesters. Tuition fees are not affected by early graduation or early completion of the programme.
- (2) The cost per semester and the ÖH membership fee are to be paid at the beginning of the semester. In case of deposit, the amount will be adjusted at the beginning of the first semester.
- (3) The tuition fees for the study programme remain unchanged as long as the Student does not take more than two semesters in addition to the official duration of the programme in order to complete the programme.
- (4) In case of exceeding the minimum duration of studies by more than one year per degree programme, the tuition fees are 10 % of the regular fees per additional semester.
- (5) ÖH membership fees are to be paid even if the Student is on leave of absence.

- (6) Students benefiting from a credit transfer on the basis of prior studies (excluding internships) will have their tuition fees adjusted by taking the remaining parts of the programme into account. The planned duration is determined on a case by case basis, depending on the Faculty's approval of the credit transfer and depending on the specific curriculum. The contracting parties shall reach a separate agreement on this matter.
- (7) The University has the right to increase the tuition fees if the index value based on the VPI 2020 (Austrian Consumer Price Index 2020) has increased compared to the index value at the time of the start of the first semester. The amount is subject to commercial rounding to the nearest ten. Adjustments to the tuition fees can be made after the end of the first academic year and must be announced at least two months before the start of the semester.
- (8) If any payment deadlines are not met, the University may refuse admission to examinations, completion of examinations, and completion of courses until the payment has been made or guaranteed. Furthermore, the University may terminate the Student Contract by a resolution of the Rectorate in accordance with § 4 para 4 lit d.

## **§ 6**

### **Austrian National Union of Students (ÖH)**

- (1) The Austrian National Union of Students (Österreichische Hochschülerinnen- und Hochschülerschaft – ÖH) is established at the University as a public-law corporation (Körperschaft des öffentlichen Rechts) in accordance with § 3 para 2 of the Students' Union Act 2014 (Hochschülerinnen- und Hochschülerschaftsgesetz – HSG 2014). The Student is therefore required to be a member of the ÖH as long as he or she is enrolled at the University. Membership fees pursuant to § 38 para 3 of the Students' Union Act are to be paid to the University, which then forwards the amount to the ÖH.
- (2) Membership fees for the winter semester are to be paid in September and membership fees for the summer semester are to be paid in March. Membership fees are to be paid as well if the Student is on leave of absence, if the Student takes any semesters in addition to the official programme, or if the Student retakes a semester. Failure to pay on time may lead to suspension if deemed appropriate by the University.

## **§ 7**

### **Processing of Personal Data**

- (1) The University processes the following categories of personal data as part of the programme administration: surname, name, academic title (if applicable), gender, date of birth, place of birth, nationality, address, study programme, home address, telephone number, e-mail, national insurance number, student identification number, attendance data, academic record, date of start and date of graduation.
- (2) The legal basis for the processing of personal data is Art. 6(1)(a) to (c) of the GDPR.
- (3) The University processes personal data for legal and administrative purposes. Data may only be shared with third parties to comply with legal requirements or be shared with cooperation partners involved in the study programme.

- (4) The collection and storage of student data for the purpose of programme administration is mandatory for documentation and compliance with regulations. Consequently, the Student has no right of objection. By signing this contract, the Student gives the University his or her consent to transmit his or her contact information for internal communication to lecturers, to persons entrusted with administering the study programme, to persons responsible for quality assurance, and to cooperation partners involved in the study programme.
- (5) The data will be deleted as soon as it is no longer needed to fulfil the purpose for which it was collected. Data needed for compliance with regulations on higher education will be deleted 80 years after graduation or termination of the Student Contract.

**§ 8**  
**Special Provisions**  
**Faculty of Psychotherapy Science**

- (1) No special regulations.

**§ 9**  
**Deposit**

- (1) Deposit is not required.

## FINAL PROVISIONS

### § 10 Written form

Amendments and additions to the contract as well as termination and cancellation of the contract are only permitted in written form. Any changes to this requirement must also be made in written form.

### § 11 Execution

The contract is drawn up in two copies. The Student and the University shall each receive a copy.

.....  
Place, Date

.....  
Student's signature

.....  
Place, Date

.....  
On behalf of the University:  
Mag. Heinz Laubreuter, Chancellor

**§ 12**  
**Guarantee**

The undersigned declares that he or she agrees to the obligations of the Student in accordance with § 5 of this contract, so that the Student and the undersigned are jointly and severally liable for all payment obligations of the Student resulting from this provision. The undersigned further declares that he or she assumes exclusive liability for any legal fees that may result from this agreement and indemnifies the University against any claims in this matter.

*(please fill out electronically)*

.....  
The Guarantor: Last Name(s),First Name(s)

.....  
Adresse

.....  
Date , Signature