

# Admission for studies at the University of Veterinary Medicine Vienna in the academic year 2010/11

## §1 General

- (1) Admission to the University of Veterinary Medicine Vienna to the study programmes Veterinary Medicine (Diploma programme), Bachelor programme Equine Sciences, Bachelor programme Biomedicine & Biotechnology as well as Master programme Biomedicine & Biotechnology for the academic year 2010/11 only takes place in the winter semester 2010/11. Successful candidates must meet both general and special university entrance qualifications (according to the University Act 2002) as well as complete an admission procedure.
- (2) Assignment of study places results from an admission procedure taking place prior to admission according to § 124b (1) University Act 2002.
- (3) The general requirements for admission need not be met at the time of online-application (internet), but at the time of formal admission (see §3 and §4) to the study programmes within the admission period for the winter semester 2010/11.
- (4) All costs resulting from participation in the admission procedure must be covered by the applicants themselves.

## §2 Admission procedure for a study place in the academic year 2010/11

### (1) Study places

The following number of places will be available for the study programmes:

- Diploma programme of veterinary medicine: 187, with the following distribution regarding the training modules:
  - Farm Animal Medicine (NM): 47
  - Small Animal Medicine (KM): 40
  - Equine Medicine (PM): 25
  - Food Science, Veterinary Public Health (LöVG): 30
  - Conservation Medicine (CM)<sup>1</sup>: 15
  - Biotechnology of Reproduction (RB)<sup>2</sup>: 15
  - Laboratory Animal Medicine (LM): 15
- Bachelor programme of equine sciences: 50
- Bachelor programme of biomedicine and biotechnology: 30
- Masters programme of biomedicine and biotechnology: 16

### (2) Online-application

Participation in the admission procedure starts with application for a study place, whereby only one application is acceptable per candidate.

This application can solely be submitted by way of a web-based application form within the application period **between January 18, 2010 11:00 a.m. and February 28, 2010, 11:59 p.m.** The online application form will be accessible via the homepage of the University of Veterinary Medicine Vienna . This application includes the provision of some general personal data and the choice of the study programme (e.g. veterinary medicine, equine sciences, or biomedicine and biotechnology). For the study programme of veterinary medicine the desired training module has to be indicated bindingly, whereby multiple specialisation modules may be listed according to their priority.

Applicants must indicate a personal e-mail address for further correspondence. Any further communication with the applicants especially such as improvement measures will be done via this e-mail address indicated in the online application form.

**ATTENTION: Application is only possible during the application period!**

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<sup>1</sup> Advanced training on various environmental influences on human and wild animal health, zoo and wildlife medicine as well as the protection of nature and animal species.

<sup>2</sup> Advanced training on issues such as animal production, genetic manipulation, genome conservation, management of laboratory animal facilities, and breeding hygiene.

(3) Aptitude test and delivery of application documents

All applicants who registered online have to keep an appointment in calendar week 13 or 14, where **an aptitude test will take place and application documents have to be handed in.**

a) Appointments for the aptitude test shall be published on the website of the University of Veterinary Medicine Vienna. Participants have to identify themselves by presenting an ID card or other official photo identification. Applicants without an official ID are not permitted to make the test, no ID – no test. The aptitude test takes about 80 minutes. **Scheduled appointments are binding and cannot be postponed by the participants.**

b) On the occasion of the aptitude test, the following application documents must be handed in as **certified copies**:

1. Official proof of identity (valid passport, driver's licence, etc.)
2. Proof of nationality (valid passport, proof of citizenship, etc.)
3. Year-end school report card of the penultimate school year / class
4. Any proof of academic and professional previous achievements (internships, courses, work experience, special knowledge and skills, etc.)

Documents which are not submitted as certified copies are regarded in the cases 1 to 3 as a formal deficiency; in case number 4 the documents can not be included in the assessment.

In addition the following documents must be presented:

5. Curriculum vitae
6. Letter of motivation

In addition to their letter of motivation, applicants for the **Diploma programme of veterinary medicine** must bindingly indicate those training modules, as listed below, they would prefer as specialised modules in case of admission to the study programme. Modules are to be listed according to priority.

### Training Modules

Farm animal medicine (NM)

Small animal medicine (KM)

Equine medicine (PM)

Food sciences, public veterinary and health services (LöVG)

Conservation medicine (CM)

Biotechnology of reproduction (RB)

Laboratory animal medicine (LM)

c) For applicants for the master programme biomedicine & biotechnology point 2 item b required application documents (school report) are not applicable.

**Due-process participation in the aptitude test as well as the handing in of the complete and formally correct application documents as well as improvement measures if required are the prerequisites for continued enrolment in the admission procedure!**

#### (4) Assessment

##### a) The aptitude test

The aptitude test consists of two parts:

- I. Questions about the personal expectations toward studying and profession
- II. 60 subject-specific questions relating to the fields of biology, physics and chemistry

Assessment of the aptitude test comprises (I.) the percentage of correspondence between the personal expectations toward studying and profession and the expert profile, and (II.) the results of the subject-specific questions. The following points are assigned:

## (5) I.) Expert profile

% of correspondence with expert profile	Points
99-100	32
97-98	30
94-96	28
91-93	26
88-90	24
85-87	22
82-84	20
79-81	18
76-78	16
73-75	14
70-72	12
68-69	10
66-67	8
64-65	6
62-63	4
60-61	2
<60	0

## II.) Subject- and module-specific questions

One point is allocated for each correct answer to a subject-specific question.

## b) Application documents

Assessment of the application documents regarding the

- I. Completeness of documents
- II. Contents and linguistic form of the letter of motivation
- III. Prior achievements qualifying for the study programme and the profession

For the application documents between 0 and 21 points are allocated.

c) School Report

Assessment of the Year-end report of the **penultimate school year /class** regarding the

- German language skills
- Knowledge of physics
- Knowledge of chemistry
- Knowledge of biology

These skills are classified by applying the following formula:

Grade	Points
1	7
2	4
3	2
4	1
5	0

In case the subjects I to IV have been attended in the last year of school (= senior year) and there is no assessment in the Year-end report of the penultimate school year, a certificate from the school shall be obtained including the current assessment of the applicant according to the grading system. This is will be also included in the assessment according to evaluation key above.

d) The **aptitude test for the master programme biomedicine & biotechnology** has merely a subject-specific part. The test content will be announced separately via e-mail after completion of the online registration.

(6) Preliminary ranking lists and direct assignment of study places

a) The accumulated sum of points following stages § 2 (4) a-c of the admission procedure results in preliminary ranking lists of applications.

b) In compliance with the regulations of § 2 (1) 75 % of the university places available for the given study programme(s) and training module(s) will be assigned to those applicants having accumulated the highest number of points. These applicants will immediately and without further interviews receive a university place in descending order.

c) The remaining free university places will be assigned in accordance with the capacity of university places for the respective study programmes following selection interviews, again in descending order of the total results achieved. For applicants of the study programme veterinary medicine, the assignment of training modules of the respective university places takes place after the selection interviews considering the applicants' priority regarding the training modules of the respective university places.

(7) Selection interviews

a) Applicants are invited to the selection interviews to the extent of remaining places available in the different study programmes and training modules plus an additional 100%. Invitations are issued in accordance with the ranking list according to § 2 (5)a. of the admission procedure.

b) Participants will be invited to the selection interviews held during the calendar weeks 28, 29, and 30 by way of announcement published on the official website of the University of Veterinary Medicine Vienna.

c) The selection interviews are held as non-public individual interviews with a selection committee providing the participants with the opportunity to orally present and explain their special aptitude and motivation for the study and desired profession. The maximum number of points to be achieved is 30. The interview lasts about 30 minutes. The substantial contents of the interviews are recorded by the person in charge of the minutes, who has been previously nominated by the committee chairperson. Before the interview participants have to identify themselves by presenting an ID card or any other official photo identification. Applicants who can not identify themselves will be excluded from the interview.

d) Keeping the appointment in due time is a prerequisite in order to be included on the waiting list according to paragraph 7.

e) The selection committees are appointed by the vice rector for study affairs and consist of university teachers, students, and external veterinary professionals.

f) The members of selection committees are bound to discretion within their activities.

(8) Final ranking lists and waiting lists

Combination of the results of the interviews with the points achieved previously leads to final ranking lists of applicants. Assignment of the remaining available places is done in descending order of these ranking lists and in accordance with the capacities of study places in the respective study programme(s) and training module(s). Applicants who participated in the selection interview but were not assigned to a university place will be included on a waiting list. In the case that study places are not claimed according to § 3, the remaining places are assigned to the applicants on the waiting list, respectively to the descending order of the total results achieved.

(9) Partiality

In case of partiality due to family or personal relations towards one of the candidates, a given person has to inform the vice rector of study affairs prior to the next step of the admission procedure. The vice rector will take appropriate measures, and in the case of the selection interview(s) will assign the candidate to another selection committee without a period of summons.

### **§3 Claim of study places**

Applicants who have been assigned a study place on the basis of the regulations will be informed by e-mail and by regular mail sent to the addresses indicated in the course of the admission procedure. This written notice will also contain information on the subsequent formal steps, which are mandatory for the admission and such become a requirement.

If the assigned study place is not claimed within a period of 10 days after the written request of further formal steps towards admission, the entitlement to the assigned place expires and admission is granted to applications next in line.

If a student resigns from his study place at a later stage, tuition fees already paid will not be reimbursed.

### **§4 Admission**

(1) Requirements for admission

Only applicants, who have been assigned a place at university based on the results of the admission procedure, will be formally admitted to the degree programme of veterinary medicine, the bachelor programme of equine sciences, or the bachelor-, or masters programme of biomedicine and biotechnology. Admission takes place during the prescribed period within the general admission period of the WS 10/11 at the study administration office of the University of Veterinary Medicine Vienna, Veterinärplatz 1, A-1210 Vienna. At this stage, the prerequisites and documents (please refer to the relevant information on general admission requirements on the websites of the University of Veterinary Medicine Vienna) required for admission will be checked. Furthermore, the admission procedure is specified by the regulations of the University Act 2002.

(2) Admission in the case of equal ranking (pari passu clause) Requirements for admission

In case of equal ranking and under-representation of one gender, a representative of that particular gender will be given priority. In case of subsequent equal ranking, the decision will be taken by drawing lots.

## **§5 Re-applications**

Applications which were not considered can be resubmitted in the following years.

On behalf of the rectorate:  
A.Univ.Prof.Dr. Karin Möstl  
Vice rector for study affairs