

# Habilitation Regulations

the

Faculty of Psychotherapy Science of the  
Sigmund Freud Private University

Resolution by the Senate on 12.03.2021



## **I General**

### **§ 1**

Habilitation is the granting of the authorisation to teach (*venia docendi*) for an entire academic subject area or for a sub-area (a limited *venia docendi*) which falls within the sphere of activity of the university.

The authorisation to teach is granted by the Rectorate of Sigmund Freud Private University.

The granting of the authorisation to teach is connected with the right to freely exercise scientific teaching at Sigmund Freud Private University by means of its facilities in the subject area for which the authorisation to teach was granted, as well as to supervise scientific work in this subject area.

### **§ 2**

Persons who, on the basis of their scientific qualifications, have been awarded the authorisation to teach a scientific subject by Sigmund Freud University shall bear the title of Privatdozent.

### **§ 3**

A prerequisite for the granting of the authorisation to teach an entire academic subject is proof of the applicant's outstanding academic qualifications and of several teaching assignments at recognised post-secondary educational institutions as proof of the applicant's teaching skills.

## **Habilitation procedure for psychotherapy science**

### **§ 4 Application**

- (1) The applicant for habilitation submits the application for the award of the authorisation to teach (*Venia docendi* or limited *Venia*) as a Privatdozent\*in (abbreviated: Priv.-Doz.) for Psychotherapy Science to the Rectorate via the Dean's Office of the Faculty of Psychotherapy Science of Sigmund Freud Private University at which habilitation is sought. In a first step, the application is submitted by the dean for formal completeness. In case of a positive assessment of the formal aspects of the submission, the dean will inform. If the formal aspects of the application are positively assessed, the dean will inform the Faculty Conference on Psychotherapy Science of the existence of the application.
- (2) The application for the award of the authorisation to teach must be submitted in writing to the Rectorate via the Dean's Office using the form Habilitation Application.

The application must be accompanied by:

- a) Either ( $\alpha$ ) one scientific paper explicitly designated as a habilitation thesis or ( $\beta$ ) several thematically related scientific publications in the sense of a cumulative habilitation.

ad ( $\alpha$ ) Monographic habilitation thesis

The monograph submitted must have been written independently by the applicant and already published in print under his/her name, or there must be a binding commitment to print. The habilitation thesis must deal with a different topic than that of the dissertation.

ad ( $\beta$ ) Cumulative habilitation

In the case of an application for a cumulative habilitation, scientific articles, in particular those published in peer-reviewed journals, are reviewed as written habilitation work instead of a monographic habilitation thesis. The minimum requirements are 15 articles as first, sole or last author and at least one monograph as first or co-author. For a jointly produced monograph, a statement by all authors must be included, representing the contribution of the individual authors. The individual works are to be related to each other, summarised and contextualised by means of a frame.

Furthermore, it is possible to submit a corresponding number of published monographs and edited volumes as well as book contributions and articles in specialist journals as a cumulative habilitation. In this case, the individual works must also be related to each other - as an additional achievement to their publication - by means of a detailed introductory metatheoretical and methodological reflection as well as by means of a summary.

- b) Dissertation and other academic work (monographs, contributions to anthologies, articles in journals, articles in encyclopedias, etc.).
- c) Curriculum vitae with particular reference to the course of study and previous professional and specialist activities.
- d) List of scientific publications published to date or in print (proof of printing must be attached).
- e) Directory of scientific lectures.
- f) List of courses previously held at universities or other institutions of higher education.
- g) List of courses held so far at legally recognised psychotherapeutic training institutions (in Austria: propaedeutics and specialist courses) (no application requirement).
- h) List of previous psychotherapeutic treatments in anonymous form (ICD-10 diagnosis, gender, child/adolescent/adult, duration and frequency of treatments). In the case of longstanding and hourly intensive practical experience, an overview is sufficient (for applicants without psychotherapy training, proof of the hours of psychotherapeutic self-awareness completed to date).
- i) Doctoral degree.

## § 5 Admission requirements

(1) Admission requirements for the habilitation procedure are:

- a) proof of a completed course of study at a university which is relevant to the subject of the authorisation to teach applied for
- b) completed doctoral degree
- c) Completed psychotherapy training and proof of several years of psychotherapeutic practice. In exceptional cases, an application without completed psychotherapy training is also possible. However, the applicant must provide evidence of at least 80 hours of psychotherapeutic self-experience. The proof of the completed hours does not have to be provided at the time of application, but the habilitation procedure can only be successfully completed once it has been provided.
- d) In the case of a habilitation without completed psychotherapy training, a limited *venia docendi* will be awarded. Reference is to be made to the entire oeuvre of scientific work that was proven in the habilitation application.
- e) evidence of university teaching
- f) proof that the fee has been paid

Scientific work not submitted by the applicant will not be considered in the habilitation procedure. Subsequent amendments or additions to the work submitted as a habilitation thesis or cumulative habilitation will not be considered in the procedure.

(2) If all requirements are met (§ 5 (1)), the rectorate shall forward the application to the senate.

## § 6 Habilitation Commission

(1) At the request of the respective dean, the senate shall instruct the faculty at which the habilitation procedure is to be carried out to appoint a habilitation committee with decision-making authority.

(2) The habilitation committee consists of a maximum of 9 persons:

- a) More than half of the members of the commission must belong to the Curia of University Professors. The Mittelbau-Kurie and the students shall each provide at least one member, but no more than a maximum of two members each.
- b) two university professors from other universities or other academics not working at a university with equivalent qualifications;
- c) at least one other representative of the scientific staff in the research and teaching activities of Sigmund Freud University

- d) at least one representative of the students.
- e) The Working Group for Equal Treatment Issues (AkGI) must be informed immediately by the dean about the establishment of a habilitation committee. At the request of the AkGI, a member of the AkGI is to be included in the meetings of the habilitation committee in an advisory capacity.
- f) The constituent meeting of the habilitation committee shall be convened by the oldest member of the group of university professors in terms of years of service and shall be chaired until the election of a chairperson. The chairperson is to be elected from the group of habilitated members of the commission.

## **7 Appointment of experts**

- (1) The members of the habilitation committee from the group of university professors have to propose at least three representatives of the intended habilitation subject, including at least two external ones, as reviewers of scientific work of the habilitation candidate. The appointment of the reviewers requires the approval of the Senate.
- (2) The chairperson of the habilitation committee shall commission the reviewers to examine the scientific qualification of the habilitation candidate on the basis of the habilitation thesis submitted and the other scientific work within a period to be agreed, but no longer than three months. The reviewers must examine whether the scientific work has been carried out in a methodologically flawless manner, contains new scientific results and demonstrates the scientific mastery of the habilitation subject and the ability to promote it.

## **8 Procedure of the habilitation process**

- (1) The habilitation committee conducts a habilitation procedure in two steps. In the first step, the academic qualification of the habilitation candidate is examined, and in the second, his/her . In the second step, his or her didactic qualifications and pedagogical aptitude are examined.
- (2) The habilitation procedure lasts no longer than six months from the time the habilitation committee is constituted.
- (3) The examination of the scientific qualification takes place either on the basis of the monographic habilitation thesis and the other submitted papers or, in the case of a cumulative habilitation, on the basis of designated criteria according to § 4 (2) a). The submitted work must be methodologically flawless, contain new knowledge and document the outstanding scientific mastery of the subject as well as the ability to promote the science of psychotherapy as a discipline with an independent profile.
- (4) Three independent scientific reviews must be obtained, one of which must be internal and two external reviews from other universities or three external reviews. The external reviewers are selected on the basis of their professional proximity to the scientific disciplines.

The candidate may also be asked to submit an expert opinion on his or her work. In addition, further expert opinions may be obtained or requested from the habilitation applicant.

- (5) In addition, a written expert opinion on the didactic qualification and pedagogical aptitude of the habilitation candidate must be obtained. This shall be prepared by at least two members of the habilitation committee - at least one of them from among the students - on the basis of the teaching and lecturing activities of the habilitation candidate to date or to be performed within the framework of the procedure. For this purpose, the applicant may give a lecture of at least one hour at Sigmund Freud University within the framework of the habilitation procedure, which is to be assessed by the reviewers with regard to didactic qualification and pedagogical suitability.
- (6) Once the expert opinions are available, there is a two-week comment period for university professors or habilitated members and the habilitation applicant.
- (7) If all reviews are positive, the habilitation candidate will be invited to a public discussion (habilitation colloquium), in which the reviews in particular are to be addressed.
- (8) The habilitation committee decides on the basis of the expert opinions and the habilitation presentation whether the candidate is to be granted the requested authorisation to teach as a professor. In the event of a tie, the vote of the chairperson of the commission shall be decisive. The decision of the habilitation committee is first announced to the faculty conference and then forwarded to the senate and subsequently to the rectorate.

## **§ 9 Granting of the authorisation to teach**

- (1) On the basis of the positive decisions of the habilitation committee, the rectorate grants the authorisation to teach to the habilitation candidate. In the event of a negative decision by the habilitation committee, the rectorate shall reject the application for the award of the authorisation to teach.
- (2) The Rectorate may annul the decisions of the habilitation committee if they conflict with laws or ordinances as well as with the statutes of Sigmund Freud University or other regulations relevant to the habilitation procedure.
- (3) In this case, the habilitation committee shall make a new decision, taking into account the legal opinion of the rectorate.
- (4) The award of the authorisation to teach does not confer the right to employment at the private university, but the right to hold lectures, to supervise and assess theses and to conduct final examinations.

The authorisation to teach does not entitle the holder to work as a psychotherapist, nor does it entitle the holder to teach in psychotherapeutic specialties, because the granting of such authorisations