

Vienna Doctoral School in Chemistry





>200 PhD Students

59 Research Groups/ 15 Institutes

>40 Nationalities

Established 2020

Still evolving and improving

One of the 18 doctoral schools

Research Focus Area A (>65 students/15 PIs)

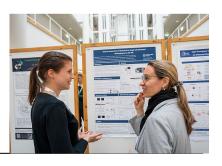
Research Focus Area B (>50 students/ 20 Pls)

Research Focus Area C (>90 students/ 24 PIs)

- Integrates the Faculty of Chemistry and chemically oriented groups at Uni Wien
- Organized in three Focus Areas with different scientific orientation:
- Panel A: theoretical/computational chemistry and functional/sustainable materials
- Panel B: bio/environmental analytics and food chemistry/physiology
- Panel C: synthesis/catalysis and biomedical/medical chemistry









DoSChem management team

Vienna Doctoral School in Chemistry

Head



Ellen Backus

Deputy Head



Jürgen Zanghellini

- are both active researchers and supervisors of DoSChem students
- Directors of the Doctoral Study Program
- represent DoSChem to all participating scientists & students, to the rectorate and the scientific community
- Chair the Steering Committee as the executive body of DoSChem
- Term of office: 1.10.2024 30.09.2026

Managing Director



Elena Rastew

Managing Officer



Mirjam Beck

- for all DoSChem-related requests/advise:
 your first point of contact
- Room 2120, Waehringerstr. 42, 1st floor
- dos.chem@univie.ac.at



DoSChem Student Prepresentatives Team

Vienna Doctoral School in Chemistry

elected by all DoSChem students for the period of one year: Nov 2025-Oct 2026











- Sebastian-Felix Fritz (Organic Panel C, group Pallitsch)
- Angela Hofmeister (Organic Panel C, group Maulide)
- Felix Niedermaier, Deputy (Analytic- Panel B, group Ahrends)
- Anna Katharina Picha, Deputy (Computational Biological Chemistry Panel A, group Boresch)
- Marion Sappl, Deputy (Computational Biological Chemistry Panel A, group Schröder)



Students within DoSchem

Overview of student representatives tasks and benefits:

- are equal members and "student voice" within the DoSChem steering committee, actively involved in all decision-making processes
- responsible for the direct communication between students, supervisors, and school management
- helping DoSChem to shape the school from the students' perspective
- organisation of the Student Symposium
- managing the own budget for the organization of "Stammtisch": monthly social activities and field trips
- receive 2-4 soft skills ECTS

We are open to your ideas and suggestions!



DoSChem Organisation

Steering Committee:

guidance, decision and approval



Ellen Backus Head Of School (DSPL)



Jürgen Zanghellini Deputy (DSPL)



Peter Lieberzeit Panel A



Freddy Kleitz Panel A



Stefan Gunda
Boresch Köllensperger
Panel A Panel B



Doris rger Marko B Panel B



Davide Bonifazi Panel C



Lothar Brecker Panel C



Angela Hofmeister



Sebastian Fritz

student representatives (period 2025-26)



New @UniVie

Entry phase - Important steps to start at the University of Vienna and at DoSChem



Entry phase

Research phase

Final phase



Entry phase - Important steps to start at the University of Vienna and at DoSChem

PI/ Institute Admin

- **Employment**
- Job contract (UniVie HR department/faculty)
- Institutional admins

UniVie Admission office

- Admission to UniVie doctoral program
- Via u:space
- Tuition fee
- Renew your enrollment every semester!

DoSChem

- Admission to DoSChem
- Via DoSChem Call
- or
- on October 1st /March
 1st via the Admittance
 application
- Code of Conduct all new members!

SSC Chemistry

- Ongoing curricular issues
- Public presentation
- Approval of doctoral thesis
- Thesis agreement
- Written annual progress reports......



First step: 2. admission to the University

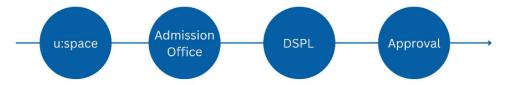
Vienna Doctoral School in Chemistry

Via u: space https://uspace.univie.ac.at/

Admission Workflow

up to 4 weeks upon complete paperwork submission





- Enrollment is required to start your doctoral curriculum course work.
- The application and admission are open throughout the year.
- Once registered at the Uni you can be affiliated with the doctoral school.
- Connect & Collaborate: ask your group members and admins for help—and team up with peers at the same stage.

Semester start

- winter semester: 1 October
- summer semester: 1 March

Contact persons

- FOI Andrea Majnaric
- Mag. Bettina Schieraus
- Katarina Spajic

E: doktorat.zulassung@univie.ac.at

2. Admission to univie doctoral program

Entry phase

Vienna Doctoral School in Chemistry

Required paperwork:





Doctoral/PhD Programmes PhD Process Wor

- Description of the intended doctoral project: outline the intended project, its research questions/objectives, and the current state of research (2-max 4 pages)
- Letter of motivation*
- Curriculum vitae*
- Indication of Willingness to Supervise a Doctoral/PhD Candidate Form (Handwritten informal statement is not accepted)
- *Re-use your application paperwork!



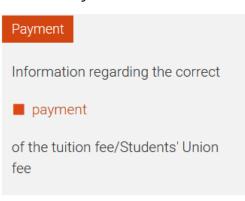
Entry phase -2. Admission & Renewal of the Enrollment every semester!

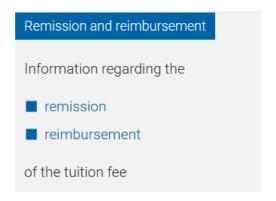
In the first semester, you complete the admission procedure by paying the fee.

If you work and study at the University of Vienna at the same time, the tuition fee will be automatically remitted:

- employed at the University of Vienna for at least 90 days during the previous semesters.
- Austrian insurance number is entered in your student data in u: space

Information regarding the amount of the tuition fee/Students' Union fee for EU/EEA/CH citizens for non-EU/EEA citizens





- Doctoral/PhD programme: standard duration of 6 semesters + 2 tolerance sem
- Tuition fee from your 9th semester onwards.
- fee is calculated automatically.
- U:space:→Financial matters > Tuition fee/Students' Union fee.

Only pay the Students' Union fee





Entry phase – 3. Admittance to DoSChem

Entry phase

Vienna Doctoral School in Chemistry

1.) Via DoSChem Spring Call: <u>Code of Conduct</u>		
Or		
2) on October 1st /March 1st via Admittance application + Code of Conduct + registration proof (admission letter)		
→ DoSChem confirmation/ welcome letter		



DoSChem admittance form

Student details

First and last name	
Matriculation number	
Master's degree: date	
Master's degree: discipline	
PhD supervisor	
Institute affiliation	

Focus Area Affiliation

Signature of the student

DoSChem is organized in three focus areas. Please choose, together with your supervisor, **one focus** area that fits best to your doctoral research project:

(A) theoretical/computational chemistry and functional/sustainable materials	(B) bio/environmental analytics and food chemistry/physiology	(C) synthesis/catalysis and biological/medical chemistry
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Admitted to the doctoral program at the University of Vienna	□ yes □ no
Public presentation (" <u>FÖP"</u>)	☐ took place on
	☐ planned on
Doctoral thesis agreement available	□ yes □ no

Date:	Date:	

Signature of the Supervisor

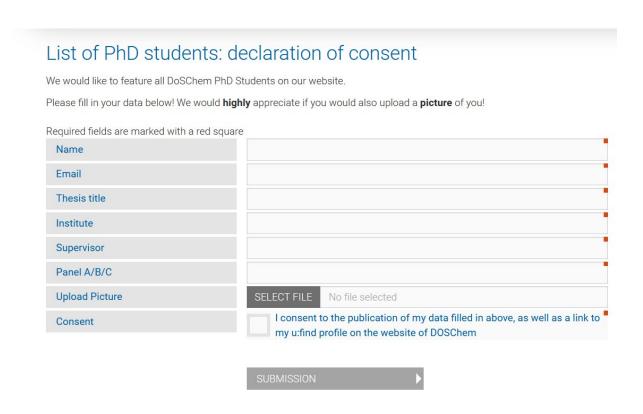
also to be found on the official Moodle course of DoSChem --> forms section



Students List - Your Visibility Matters!

Vienna Doctoral School in Chemistry

1. Sign up! → list of DoSChem PhD students: panel affiliation, department, group, project



- 2. Join our DoSChem Moodle Course:
- Receive our updates
- Registration for symposia/retreats/workshops
- Feedback/survey/ student election



Study Service Center SSC Chemistry

Vienna Doctoral School in Chemistry





SSC Team (PhD matters):

Frau Frau Schweighofer Meidl



"Wolkenflügel"/"Cloud wing" 1st floor W2145

T: +43-1-4277-50201

ssc.chemie@univie.ac.at

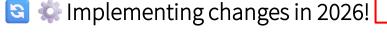
Operating hours:

MO 10:00 - 12:00

Wed 14:00 - 16:00

(during the lecture-free period closed on Wed)

Thu 10:00 - 12:00



heidelinde.schweighofer@univie.ac.at



The SSC is responsible for the following steps in your thesis process:

- 1. Public presentation of the dissertation project (faculty-open presentation "FÖP")
- 2. Doctoral thesis agreement
- 3. Annual progress reports
- 4. Record of examinations
- 5. Assignment of a thesis to reviewers
- 6. Submission of thesis
- 7. Registration for defense
- 8. Final documents after successful completion of the doctoral study



PhD - Public presentation (FÖP)

- According to the Statutes, the <u>topic of the doctoral thesis has to be approved by the</u>
 <u>directorate of studies (DSPL)</u> within the first year. The approval is based on the research
 proposal and its public presentation.
- new doctoral candidates and their research topics are introduced to the faculty.
- "FÖP" scheduling via SSC Chemistry (not DoSChem)

Public Presentation Registration

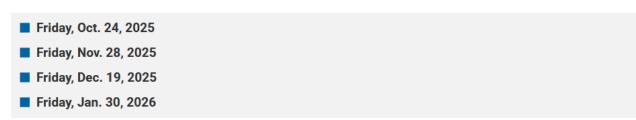
Vienna Doctoral School in Chemistry

- Schedule Your Public Presentation (FÖP) within the first year (or earlier: 6–8–10 months). Don't wait for a "start" sign!
- FÖP Forms & Info: https://ssc-chemie.univie.ac.at/en/studium/doktorat/doctoral-programme/
- Visit Public Presentations of your fellow students

WS 2025 (online):

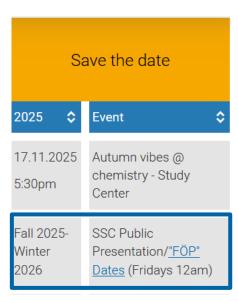
https://univienna.zoom.us/j/63437859253?pwd=cx20ahGiTlkQlaPmP1obeZcaj6P9BJ.1

Meeting ID 634 3785 9253 Passcode 015684



Please register your presentation appointment four weeks prior the anticipated date at the latest.

■ Duration: 10–12 minute talk + 3 minutes of questions





"FÖP" Paperwork

Vienna Doctoral School in Chemistry

Please send this completed paperwork directly to: SSC, Frau Schweighofer heidelinde.schweighofer@univie.ac.at

Registration of a dissertation (public presentation - FÖP)

with the following documents:

- Register the topic of your doctoral thesis and your supervisors using the official form Registration of the doctoral thesis topic and announcement the supervisor(s) (SL/D11)
- If necessary, also submit the Registration of the doctoral thesis topic and announcement the supervisor(s) supplementary sheet (SL/D12)
- Approval of financial support of the doctoral thesis project to pursue the scientific work as part of the doctoral programme (SL/W4)
- Exposé form "Chemistry" please send this directly to: ssc.chemie@univie.ac.at Please name the file as follows: surname_firstname_matr.nr._expose.pdf
- Regulations relating to good scientific practice (SL/W1)
- Study sheet
- Approval notification from the admission office of the University of Vienna

Proof of financial feasibility!



What happens after the "FÖP"?

Vienna Doctoral School in Chemistry

- after a successful presentation
- thesis agreement is signed between the student, supervisor, and DoSChem (represented by the Director of Doctoral Studies)

Doctoral thesis agreement

Doctoral candidate, supervisor/s and the university sign an agreement comprising the following points:

- all participants' rights and obligations,
- detailed description of the doctoral thesis project,
- time schedule and specification of financial aspects,
- extent of supervision (frequency of feedback meetings),
- requirements that have to be fulfilled.

The doctoral thesis agreement is concluded after a positive presentation at the faculty. The progress of the doctoral thesis project is documented in yearly annexes to the agreement.

1 Include Responsible Conduct of Research training into your agreement



Timeline of your PhD Process

Doctoral Program - Process

The **doctoral programme** is structured along three phases:

Entry phase

- ~1-12months
- Employment
- Admission to univie doctoral program
- Code of Good Practice
- Admission to DoSChem
- Approval of doctoral thesis and FÖP
- Sign doctoral thesis agreement

Research phase

- ~1-48 months
- Research
- Curriculum ("Natural Sciences" 12 ECTS and "DoSChem activities" 12 ECTS)
- Written annual progress report + attachment to the annual report
- Annual oral presentation
- Publication

Final phase

- ~6 months
- final PhD phase guide
- Dissertation
- Submission & Review
- Defense
- Join the Alumni program

DoSChem Students

Doctoral process FΔOs Calls, Workshops & Deadlines External Funding DoSChem Student Achievements Social Activities Useful links and resources Support with difficult situations



Universität Wien Währinger Straße 42 A-1090 Wien T: +43-1-4277-52008 dos.chem@univie.ac.at

PhD process/DoSChem requirments

- 1.https://doschem.univie.ac.at/doschem-students/doctoral-process/
- 2. https://doschem.univie.ac.at/doschem-students/fags/



2nd PhD year: what is important then?

Vienna Doctoral School in Chemistry

Research phase

- ~1-48 months
- Research
- Curriculum ("Natural Sciences" 12 ECTS and "DoSChem activities" 12 ECTS)
- Written <u>annual progress report</u>
 + <u>attachment to the annual</u>
 report
- Annual oral presentation
- Publication

Appox. 1 year after the "FÖP":

- 1. Annual written progress report and the attachment to the annual report (submit to SSC)
- **2. Annual oral progress talk** with feedback of 3 PIs (~TAC), indicate the date of your annual talk + the names and affiliation(of extern) present PIs (*Attachment to the annual report*)
- the presence & feedback of 3 PIs (with status "habilitated" or professor)
- your supervisor has to be one of those 3 scientists
- "the lineup" can vary each year
- no written feedback required



Attachment to the annual report

- personal track record of your 24 ECTS curriculum requirements
- ECTS allocation of all your DoSChem activities and conferences



Curriculum requirements/ ECTS allocation

Vienna Doctoral School in Chemistry

Curriculum/ ECTS allocation overview:

Min. 24 ECTS needed to graduate within DoSChem

	suggested ECTS	max. ECTS	already acquired (sum)	recognized by DSPL (for current year)	
minimum ECTS for curriculum	12 ECTS			ECTS	
curriculum based lectures, seminars, summer schools	6			ECTS	Coursework part (12 ECTS)
PhD seminars and "Journal Clubs"	4	6		ECTS	Coursework part (12 LC13)
faculty colloquia	2	4		ECTS	7 J
minimum ECTS for DoSChem activities	12 ECTS			ECTS	
soft skills courses	2			ECTS	٦ ٦
FSS - Flexible soft skill	1			ECTS	Deschare estivities next /12 FCTC flevible
retreats*	4			ECTS	DoSChem activities part (12 ECTS, flexible)
DoSChem symposium *	2			ECTS	7
international conferences (poster/talk)	4 (2 conference visits req.; at least 1 intl.)			ECTS	

^{*}ECTS for co-organization of retreats and symposia can be added up on top of the participation ECTS.



ECTS allocation of your DoSChem activities or coursework

Vienna Doctoral School in Chemistry

1. Curriculum

- University of Vienna Coursework based on u: space entries
- Coursework carried out at other universities, research institutes, and within other programs (certificate as confirmation of participation)
- PhD seminars and journal clubs: max 6 ECTS
- 2. Soft Skill Training (certificate): DoSChem & external
- The appointment as DoSChem student representative: 2 ECTS/year

- 3. Flexible 1 ECTS (FSS), 25h "workload" (certificate)
- 1 ECTS can be flexibly used within the DoSChem part of the curriculum
- 4. DoSChem Events:
- Symposium: 1 ECTS/registered participation
- Retreat: full <u>active participation (=talk/poster)</u> for 2.5 days - 2 ECTS.
- **5**. Conference participation (active): up to 2 full days 1 ECTS; longer (>2-days) with 2 ECTS (certificate)



Oursework curriculum part → Teaching experience



YOU ARE HERE: U:FIND > COURSE

530022 SE Teaching Experience (2025W)

1.00 ECTS (1.00 <u>SWS</u>), SPL 53 - Doktoratsstudium Chemie Continuous assessment of course work

Registration/Deregistration

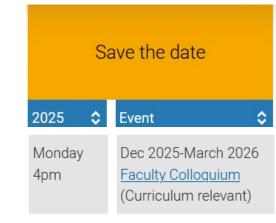
Note: The time of your registration within the registration period has no effect on t

- Registration is open from Mo 01.09.2025 08:00 to Sa 31.01.2026 23:59
- Deregistration possible until Sa 31.01.2026 23:59

- Recognized as coursework
- 1 ECTS for 6 weeks of student supervision during internships and Bachelor projects (relates for example to 2-4 internships or 1 Bachelor combined with an internship, depending on the length of the internships)
- Supervising a master student will be rewarded with 1 ECTS
- Activities can be spread out over 2 semesters
- At most 3 ECTS can be obtained in 3 semesters
- PIs (or institute assistants) have to confirm supervision activities by emailing the name of the doctoral researcher, the supervised student, and the duration of the supervision to dragana.delic@univie.ac.at (Physical Chemistry Admin)

Faculty of Chemistry Colloquium Series

Coursework curriculum part → Faculty Colloquium:





- is an important multidisciplinary part of your curriculum
- interdisciplinary invited speakers

Winter semester 2025/2026

- Monday, 20.10.2025, 16:00h, Joseph Loschmidt lecture hall (LH2)
- Monday, 17.11.2025, 16:00h, Joseph Loschmidt lecture hall (LH2) ■
- Tuesday, 09.12.2025, 16:00h, Carl Auer von Welsbach lecture hall (
- Monday, 19.01.2026, 16:00h, Joseph Loschmidt lecture hall (LH2)

Summer semster 2026

- Monday, 16.03.2026, 16:00h, Joseph Loschmidt lecture hall (LH2)
- Monday, 06.04.2026, 16:00h, Joseph Loschmidt lecture hall (LH2)
- Monday, 18.05.2026, 16:00h, Joseph Loschmidt lecture hall (LH2)

- during the semester usually four talks at 16:00, 45 min
- If at least 3 of the 4 lectures have been attended, this course will have a credit of 0.5 ECTS.
- on-site attendance plus **u:space registration (you have to sign up for it** as for any other regular course).
- contact person: Patricia Emberger <u>patricia.emberger@univie.ac.at</u>
- Program Coordination: Prof. Nuno Maulide

Next Date: **9.12.2025**: **Nicola Armaroli**, *Istituto per la Sintesi Organica e la Fotoreattività*, Bologna, Italy "The great energy transformation"



Coursework curriculum part: Responsible Conduct of Research (RCR) Training

Vienna Doctoral School in Chemistry

- Targeted auditorium: OBLIGATORY for ALL NEWLY STARTED PhD student cohorts and students in a first PhD year
- Include RCR to your diss. agreement
- Date: April-May 2026
- Lecturer (s): Dominik Kopczynski (Analytical Chem.) & Sebastian Mai (Theoretical Chem.)
- Sign up via u:space
- structure: module 1 (fist year): 0. 25 ECTS; module 2+3 (second year): 0.75 ECTS (total 1ECTS), interactive, guided group discussions
- learn strategies on how to discuss and deal with issues and dilemmas that occur in life science research
- Identification of the breach of RCR by other researchers, e.g., in publications, research proposals, and behavior
- Aware of relevant issues in your academic publishing practice
- Discussion of relevant cases

"YOU MUST PUBLISH 4 PAPERS BEFORE BEING ABLE TO DEFEND YOUR THESIS, SO GET IT DONE"

What advice do you have for me?



of all co-authors on your paper."





Vienna Doctoral School in Chemistry

DoSChem academic year and its events: deadlines and activities

- 1X retreat/year
- 1X student symposium/year

Joint Retreat

Seehotel Rust,
Neusiedler See

25–27 Feb 2026











· Start of the summer semester



representatives



Seehotel Rust, Neusiedler See



- Moodle Registraition opens soon
- 2ECTS for active presentation/full attendance



DoSChem Programmes: Competitive Funding: support for your ideas

Vienna Doctoral School in Chemistry

Vienna Doctoral School in Chemistry

Activities DoSChem Students Research People

DoSChem call "New Ideas"



Think outside the box?



- Student driven collaborative projects across DoSChem
- 3-month salary and consumables
- To date, 14 students have received funding







DoSChem call "International Exchange"

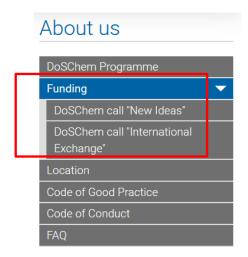


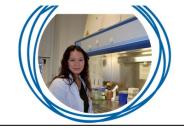
Becoming a global researcher?

- 4 deadlines /year
- scientific stay abroad (up to 3 months)
- budget for consumables & travel expenses
- To date, 25 students have received funding











Tailor-made soft skills training offer: receive ECTS!

PhD year: 1,2,3

Vienna Doctoral School in Chemistry



Grant Proposal Writing for Advanced PhDs and Early Postdocs

PhD year: 3, advanced

Duration/format: 4 half days, 20h, online



Duration/format: 1y: half-day face-toface, 2/3y: half-day online webinars, 20-

Sebastian Mai (Theor. Chem.)



Coursework part

Dominik Kopczynski (Analyt. Chem.)

Svitlana Kalitsun

- Communication
- Negotiation
- Job Application Training



Katherine Tiede

Effective Scientific Writing:

Process and Product

PhD year: 2,3

Onboarding Event for New Students

Oct

PhD year: new students Duration/format: 3h, face to face and on-demand in smaller groups



- Workload 25h =1ECTS
- certificate

Presentation Skills/Improved Communication

PhD year: all

Duration/format: 1 half day webinar, 1 half day face to face, 20-



Michael Gordian

Effective Visual Communication of Science

PhD year: all

Duration/format: live half-day Zoom webinar and online courses, 20-25h



Jernej Yupanc

Effective Scientific Writing: Process and Product PhD year: 2,3

Duration/format: 4 half days, 20h, online

Tech Transfer Soft Skill Workshop/Entrepreneurship & Innovation PhD year: all Duration/format: 2 full days, 20h, face-to-face



On demand



→Once registered (u:rise/moodle) inform your supervisor (away from bench/work/teaching)

No-show policy

Consequences for an unexcused no-show without prior notification: ban for all DoSChem-organized workshops for 1 year



What else we are doing?

Vienna Doctoral School in Chemistry

DoSChem in numbers

2020-2025

- 57 supervisors from 16 departments
- > 200 students from 36 countries
- 78 new PhD students employed via DoSChem International Calls
- 12 DoSChem funded PhD positions
- 5 Student Symposia and 15 scientific area retreats

- Received an award?
- Promote your research and visibility
- PhD successfully achieved?
- Keep in touch as alumni



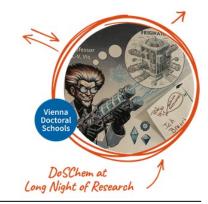


outreach events

Be part of it!

long night of research,
Kinderuni, etc.







Situation Management & Resolution Psychological Assistance

DoSChem Students

Useful links and resources

Support with difficult situations

- Tough situation at the workplace?
- talking to others helps...
- Confidential support for our students and PIs on conflict management & resolution, psychological assistance
- Also info on pregnancy/parenthood and academia
- feeder identity, misgendering, discrimination, diversity
- → LGBTIQ+ Representative Prof. Mathea Sophia Galanski (Room 2121, next to DoSChem)

If conflicts arise during your PhD studies that require outside assistance to solve, please do not hesitate to **reach out** to any members of the DoSChem management team or student representatives directly.



Additional information

Vienna Doctoral School in Chemistry

 University finances German courses at the Language Center of the University of Vienna for all new UniVie employees

Contact your institutional admin for more info, they will assist you!

(The application and billing directly via Human Resources Development contacts: Elisabeth Frysak <u>elisabeth.frysak@univie.ac.at</u>
Johanna Reutenauer <u>johanna.reutenauer@univie.ac.at</u>
You need a confirmation for the attendance of the course <u>prior the booking.</u>

• Center for Teaching and Learning: expertise to support teaching and learning at the University Writing Assistants: text feedback (structure, wording), writing consultation (drop in 50 min slots)

https://ctl.univie.ac.at/en/services-for-students/

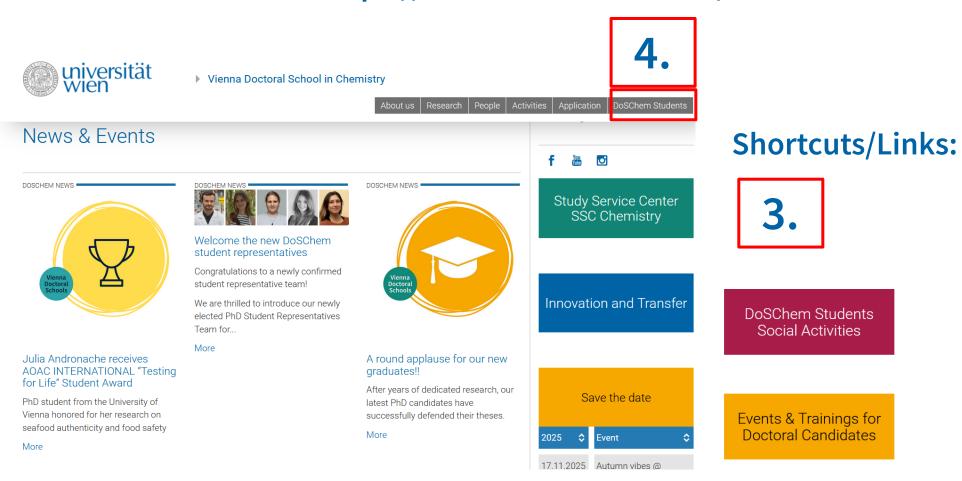


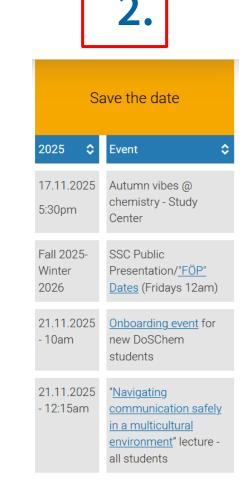
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Our website → Check regularly!

Vienna Doctoral School in Chemistry

https://doschem.univie.ac.at/







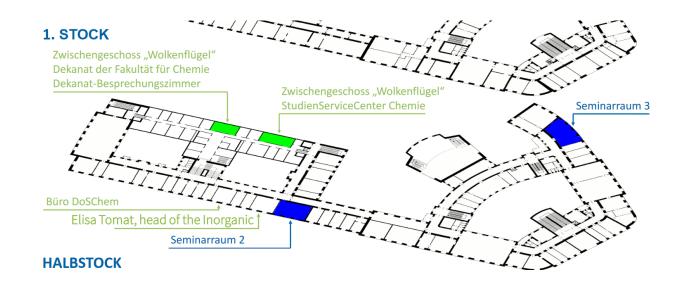
Keep in Touch with us

• Room: 2120

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- **+**43-1-4277-52014
- **+**43-1-4277-52008
- elena.rastew@univie.ac.at

Drop-in consultation hour: Thursdays 11-12



LinkedIn