

Sites of Private Universities

Defining Site in Accreditation Decree

According to § 5 par. 2 of the University Accreditation Act the site of a private university is defined in the Accreditation Decree.

Several Sites in the First Accreditation Procedure

If several branches are to be established at various sites in Austria and overseas as part of the first accreditation procedure, evidence must be provided that all the accreditation requirements have been met.

In addition to the checklist for the institutions the following information in particular must be submitted to the Austrian Accreditation Council:

- Integration of new site in the quality management system of the private university
- Coordination of all organisational processes that are relevant to teaching and research between main location and the new site (by-laws)
- Agreements with cooperation partners at the new site (if relevant)
- When sites are established overseas it must also be proven that national legal stipulations applying are adhered to

The information cited must be submitted by the private university even if the teaching and research is conducted by the cooperation partner(s) or a third party (service provider, franchiser) that has been commissioned to do this.

Establishing Sites or Changing Sites of Existing Private Universities

If an additional site is offered that is not mentioned in the Accreditation Decree or the site of a private university is changed, an application for accreditation of the new site(s) must be submitted to the Austrian Accreditation Council. The following cases must be distinguished:

A Establishing a Site With Unaltered Accredited Study Program and the Accredited Degree

If the accredited study program and the accredited degree remain the same at the newly established site, the private university must prove in the course of this procedure that the requirements for accreditation have been met at the new site and that teaching and research activities at the new site will not take away resources to the detriment of existing sites.

The following information must be submitted to the Austrian Accreditation Council:

- Person responsible for course of study
- Permanent staff (name, qualification, contract or pre-contract, extent of employment, assignment to courses or research area) according to basic criterion 4
- External instructors (name, qualification, contract or pre-contract, extent of employment, assignment to courses or research areas)

S 2/3 Sites of Private Universities

- The mentoring ratio of academic/artistic permanent staff (differentiated according to personnel categories) to students
- Study organisation (time frame, distance learning, exam modalities, etc.)
- Research activity of permanent staff at new site
- Integration of new site in quality management system of private university
- Coordination of all organisational processes relevant for teaching activities between main site and new site (bylaws)
- Furnishings and equipment
- Number of places at university
- Financing
- Contracts with cooperation partners at new site (if relevant)
- When new sites are established overseas evidence must also be submitted that the respective national legal stipulations are complied with.

The above information must be submitted by the private university even if teaching and research is conducted by cooperation partners or third parties (service providers, franchisers) that have been specially commissioned.

B Establishing sites with altered or additional study programs

If a further site is established with altered or additional programs of study, the accreditation of the new or altered courses of study must be applied for. The information contained in the checklist on the accreditation of courses of study must be included.

In addition, the following information should be submitted to the Austrian Accreditation Council:

- Integration of the new sites in the quality management system of the private university
- Coordination of all organisational processes relevant for teaching activities between the main site and the new site (statutes)
- Agreements with the cooperation partners at the new site (if relevant)
- When a site is established abroad it must also be documented that the new site will comply with the national legal stipulations that apply.

The above information must be submitted by the private university also if teaching and research activities are conducted by cooperation partners or third parties that have been commissioned (service providers, franchisers).

Further Education on offer at non-accredited sites

Deviating from the above mentioned requirements further education programmes (university training courses according to §56 University Act 2002) can be offered (in exceptional cases) partly or entirely on non-accredited sites, provided that teaching and research and the continuance of the accreditation prerequisites on the main site resp. other accredited sites are guaranteed and the off-site realisation is compatible with the demands and the pedagogical concept of the programmes in question.