

DECREE OF THE BOARD OF AQ AUSTRIA ON ANNUAL REPORTS OF UNIVERSITIES OF APPLIED SCIENCES 2025

FACHHOCHSCHUL-
JAHRESBERICHTSVERORDNUNG
2025 – FH-JBVO 2025

adopted at the 90th meeting of the Board of AQ Austria on
22 January 2025

DECREE OF THE BOARD OF AQ AUSTRIA ON ANNUAL REPORTS OF UNIVERSITIES OF APPLIED SCIENCES 2025

(Fachhochschul-Jahresberichtsverordnung 2025 – FH-JBVO 2025)

On the basis of § 23 para. 3 of the Universities of Applied Sciences Act (FHG), F. L. G. I no. 340/1993, last amended by Federal Act F. L. G. I no. 50/2024, the following decree is issued:

1. Chapter: Subject matter and purpose of the annual report

§ 1. Reporting obligation

- (1)** Pursuant to § 23 para. 2 FHG, universities of applied sciences shall submit a report on developments in the past academic year (hereinafter: annual report) to the Agency for Quality Assurance and Accreditation Austria (AQ Austria) on a yearly basis. In this decree, the term "Fachhochschule"[German term for "university of applied sciences"] - notwithstanding § 8 para. 7 FHG - includes all educational institutions that are accredited in accordance with the provisions of the Act on Quality Assurance in Higher Education (HS-QSG), and therefore includes those educational institutions that bear the designation "Hochschule für Angewandte Wissenschaften (HAW)" in their name.
- (2)** Pursuant to § 23 para. 3 FHG, the annual reports shall be published on the website of the university of applied sciences in an easily accessible manner, with the exception of information on private sources of funding and subject to the protection of business and trade secrets. The publication link shall be made known to AQ Austria upon completion of the review of the annual report pursuant to § 2 para. 2 subpara. 1 and 2.
- (3)** Annual reports shall be submitted at the end of the first entirely completed academic year after the initial institutional accreditation as a university of applied sciences.

§ 2. Purpose of the annual report

- (1)** The annual report serves to
 1. present the qualitative presentation of the achievements and activities of the university of applied sciences in the areas specified pursuant to § 23 para. 2 subpara. 1 to 3 FHG and
 2. prepare the annual report for the competent Federal Minister responsible for healthcare (hereinafter: health report) on the status of developments in the corresponding healthcare professional training courses, including information on the degree programmes in the corresponding universities of applied sciences pursuant to § 28 para. 4 subpara. 4 of the Healthcare and Nursing Act (Gesundheits- und Krankenpflegegesetz, GuKG), F. L. G. I no. 108/1997 as amended by F. L. G. I no. 109/2024, § 42 para. 3 subpara. 4 of the MTD Act 2024 (MTD-Gesetz, MTDG), F. L. G. I no. 100, and pursuant to § 11 para. 4 subpara. 4 of the Midwifery Act (Hebammengesetz, HebG), F. L. G. no. 310/1994 as amended by F. L. G. I no. 65/2022, supplemented by information on ongoing and completed nostrification procedures in the reporting period pursuant to § 3.

The following applies to § 2 para. 1 subpara. 2: The total number of completed and ongoing nostrification procedures in the reporting period is to be sent through AQ Austria to the competent Federal Ministry in Excel format (pursuant to the annex) along with the health report. If no nostrification procedures have taken place, this is to be noted in the annual report.

(2) The Board of AQ Austria deals with the annual reports submitted on the reporting date in one of its next meetings. The Secretariat performs the following tasks in preparation:

1. The annual report is verified for completeness and the comprehensibility of the qualitative descriptions of developments, quality improvements and activities in the reporting period.
2. If the annual report is incomplete or requires clarification, the university of applied sciences must make additions within a reasonable period of at least two weeks.

§ 3. Reporting period

The reporting period comprises the academic year preceding the deadline for reporting pursuant to § 4. An academic year shall comprise a winter semester and the following summer semester.

§ 4. Reporting deadline

The annual report on the reporting period pursuant to § 3 must be submitted to AQ Austria in accordance with § 23 para. 2 FHG at the latest by 31 March of each year.

2. Chapter: Structure of the annual report

§ 5. Formal requirements for the annual report

- (1)** The annual report shall be submitted to AQ Austria in writing in German or English and sent electronically.
- (2)** The annual report shall not exceed a maximum of 40 pages. Annexes relating to the contents of the annual report may be added and shall not exceed an additional maximum of 40 pages.

§ 6. Structure of the annual report

- (1)** The annual report shall include qualitative descriptions of developments, quality improvements and changes to the reporting period. The presentations must go beyond a mere description and contain explanatory, comprehensibly substantiated arguments as well as a critical reflection on the areas mentioned pursuant to § 23 para. 2 subpara. 1 to 3 FHG:
 1. Strategic quality improvements with reference to the objectives and challenges relevant to the university of applied sciences during the reporting period.
 2. Key developments, quality improvements and changes:
 - a. in studies and teaching, especially in connection with national and international activities and co-operations.
 - b. in applied research and development, especially in connection with national and international activities and co-operations.

- c. in staff, in particular with regard to permanent and adjunct teaching and research staff and heads of the degree programmes.

The following applies to § 6 para. 1 subpara. 2 lit. a and c: With regard to the preparation of the annual report, care must be taken to ensure that the analysis of university of applied sciences degree programmes pursuant to § GuKG, MTDG and HebG takes place separately from other university of applied sciences degree programmes.

3. Measures for gender equality, diversity and inclusion.

- (2) If university of applied sciences degree programmes are offered in Austria or abroad at another site as the site of institutional accreditation, information on these locations shall be provided in particular. In particular, reference shall be made to those degree programmes at universities of applied sciences that are carried out in co-operation with educational institutions.

3. Chapter: Entry into force

§ 7. Entry into force

- (1) This decree shall enter into force on 1 April 2025. The Decree on Annual Reports of Universities of Applied Sciences 2021 (FH-JBVO 2021), in force since 1 April 2021, shall expire at the same time.
- (2) This decree shall apply for the first time to annual reports to be submitted by 31 March 2026 at the latest.

4. Annex

Annex:						
Nostrification procedure						
			positively completed* nostrification procedures			
academic year 20XX/XX	university of applied sciences degree programme		total number	number per country of origin		average duration of procedure*
name of the educational institution	Stgkz	type		nation code*	nation code*	
title degree programme	XXXX	Ba				
title degree programme	XXXX	Ba				
title degree programme	XXXX	Ba				
			negatively concluded* nostrification procedures			
academic year 20XX/XX	university of applied sciences degree programme		total number	number per country of origin		average duration of procedure*
name of the educational institution	Stgkz	type		nation code*	nation code*	
title degree programme	XXXX	Ba				
title degree programme	XXXX	Ba				
title degree programme	XXXX	Ba				
			open (ongoing)* nostrification procedures			
academic year 20XX/XX	university of applied sciences degree programme		total number	number per country of origin		
name of the educational institution	Stgkz	type		nation code*	nation code*	
title degree programme	XXXX	Ba				
title degree programme	XXXX	Ba				
title degree programme	XXXX	Ba				
nation code*, according to BIS notification						
average duration of proceedings*, in days completed / open ongoing nostrification procedures, not completed by 31 March YYYY						

Disclaimer:

This translation is for informational purposes only and does not constitute the legally binding version of the document. In case of discrepancies, the original German text shall prevail.

Imprint:

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