

DECREE OF THE BOARD OF AQ AUSTRIA ON ANNUAL REPORTS OF PRIVATE HIGHER EDUCATION 2025

(PRIVATHOCHSCHUL-
JAHRESBERICHTSVERORDNUNG
2025 - PRIVH-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 PRIVATE HIGHER EDUCATION 2025

(Privathochschul-Jahresberichtsverordnung 2025
– PrivH-JBVO 2025)

On the basis of § 7 para. 2 of the Private Higher Education Act (PrivHG), F. L. G. I no. 77/2020, 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 § 7 para. 1 PrivHG, private university colleges 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 "private university college" includes all private universities accredited before 31 December 2020 as well as all private university colleges and private universities accredited after 1 January 2021.
- (2)** Pursuant to § 7 para. 2 PrivHG, the annual reports shall be published by the private university colleges and AQ Austria on the website of the private university college and the website of AQ Austria in an easily accessible manner, with the exception of information of 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 private university college.

§ 2. Purpose of the annual report

- (1)** The annual report shall provide a qualitative and quantitative presentation of the private university college's performance and activities in the areas specified pursuant to § 7 para. 1 subpara. 1 to 7 PrivHG.
- (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 for the comprehensibility of the qualitative and quantitative descriptions of developments, quality improvements and activities in the reporting period.
 2. If the annual report is incomplete or requires clarification, the private university college 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 § 7 para. 1 PrivHG 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 and quantitative descriptions of developments, quality improvements and changes to the reporting period. The presentations must go beyond a mere description and include explanatory, comprehensibly substantiated analyses as well as a critical reflection on the areas mentioned pursuant to § 7 para. 1 subpara. 1 to 7 PrivHG:
 1. Strategic quality improvements with reference to the objectives and challenges relevant to the private university college 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 research and advancement and appreciation of the arts, especially in connection with national and international activities and co-operations.
 - c. in the promotion of young scientific, artistic and scientific-artistic talent, in particular through targeted measures.

The following applies to § 6 para. 1 subpara. 1: Pursuant to § 7 para. 1 subpara. 6 PrivHG, private university colleges that have not yet undergone an extension of institutional accreditation must explicitly address the realisation and implementation of the concepts and plans submitted as part of the initial institutional accreditation, such as in particular the development plan or financial plan, in the qualitative presentation.

The following applies to § 6 para. 1 subpara. 2 lit. a to c: In addition to information on bachelor's, master's and doctoral degree programmes, § 7 para. 1 subpara. 7 PrivHG also requires that higher education courses and university courses pursuant to § 10a PrivHG be addressed. With regard to the preparation of the annual report, care must be taken to ensure that the discussion of higher education programmes and university courses pursuant to § 10a PrivHG is carried out separately.

3. measures for gender equality, diversity and inclusion.
4. quantitative developments, quality improvements and changes and their effects, which serve a comprehensible and well-founded discussion and critical reflection in the following areas:
 - a. students, indicating the development of student numbers, first-year students and new students in the reporting period;
 - b. graduates in the reporting period, indicating the average duration of study;
 - c. permanent and adjunct teaching and research staff, indicating the numerical development and allocation to the degree programmes accredited during the reporting period;
 - d. financial management, stating the development of income and expenditure, aggregated material, staff and investment expenses, income from tuition fees, third-party funds raised and other significant income in the reporting period.

The following applies to § 6 para. 1 subpara. 4 lit. a to d: With regard to the explanations, it shall be ensured that they explicitly refer to the reporting period pursuant to § 3.

The following applies to § 6 para. 1 subpara. 4 lit. a, b and c: The data must be consistent with the data reported to Statistics Austria. In any case, it shall be ensured that the information on current students, new students and graduates is based on a specific cut-off date, 30 September of the year prior to

The following applies to § 6 para. 1 subpara. 4 lit. d: The financial management in the reporting period shall be presented in a comprehensible and plausible manner. It shall be ensured that there is a reference to the previous reporting period and that third-party funds and other significant revenues of € 10,000.00 or more are recognised.

- (2)** If degree programmes pursuant to § 2 para. 3 PrivHG and continuing higher education offerings pursuant to § 10a PrivHG 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 and offers of continuing higher education that are carried out in co-operation with educational institutions.
- (3)** Pursuant to § 7 para. 6 in connection with § 14 para. 14 PrivHG, every private university college must carry out an internal evaluation of the implementation of the respective degree programmes not earlier than three years and not later than five years after the accreditation of the degree programmes pursuant to § 2 para. 3 PrivHG, where such accreditation was granted from as 1 January 2023. The report on these evaluation results with reference to the implementation steps taken in the assessment areas of programme accreditation (bachelor's, master's and doctoral degree programmes) shall be submitted to AQ Austria in the form of an annual report.
 1. For degree programmes accredited as from 1 January 2023, the annual report, which shall be submitted by 31 March 2026 at the latest, shall include the results of the internal evaluation for the first time. The presentations shall go beyond a mere description and include explanatory, comprehensibly substantiated arguments:
 - a. presentation of the measures of the quality management system to continuously ensure the quality of degree programmes and teaching as well as research and the advancement and appreciation of the arts, if necessary with the participation of relevant stakeholders.
 - b. presentation and comprehensible explanation of central results of the measures with reference to the assessment areas of the programme accreditation.

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 Private Higher Education 2021 (PrivH-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.

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:

Board of AQ Austria - Agency for Quality Assurance and Accreditation Austria
Franz-Klein-Gasse 5, 1190 Wien
office@aq.ac.at, www.aq.ac.at
adopted by the Board of AQ Austria on 22 January 2025, version 1.1



