

New Doctorate Regulations Inure

The most important content and changes

The new doctorate regulations enures 16/08/24. Here we present the most important information in English; the legally valid information is contained in the official document published in German:



Promotionsordnung Fakultät für Physik und Geowissenschaften (2016), Ausgabe Nr. 34/2016

Section I – Preface

General duties and rights of PhD candidates are discussed here. It is mandatory to follow the “Satzung zur Sicherung guter wissenschaftlicher Praxis an der Universität Leipzig” (regulations against impure acts), you are obliged to educate yourself in the various seminars offered and you have the right of teaching.¹

Further, this section lists the obtainable PhD titles according to German laws (Dr. rer. nat., Dr. phil.) and which rules apply if you participate in a binational PhD cooperation.²

Section II – The Councils

You have to send in all applications and claims via the dean’s secretary (Mrs. Baeumler, Tel. 32 400). Formally, the right to award a doctorate is owed by the “Fakultätsrat” (faculty board). In its name all legal actions take place and it calls in the following boards:³

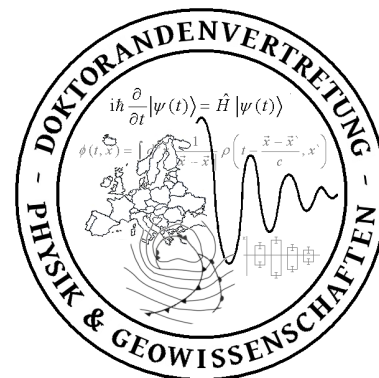
“Promotionsausschuss” (doctorate committee) This committee checks prior to your work your request for acceptance as doctoral candidate (documents to submit on page 2) and issues stipulations if applicable you have to fulfil in the first 18 months!

Later, the committee checks your request to open the doctoral proceeding (documents to submit on page 2) and it suggests upon your recommendation:

“Promotionskommission” (doctorate commission) Consisting of your PhD supervisor and two more local University teachers. It takes action as soon as your are registered at the PhD list and performs the evaluation of your project after 18 months.

Section III – Acceptance as Doctorate Candidate

Required degrees: Diploma, Master / M.Sc. Further German degrees may be permitted.⁴



THE DOCTORATE REPRESENTATIVES

Fakultät für Physik und Geowissenschaften der Universität Leipzig
Linnéstraße 5
04103 Leipzig

doktorandenvertretung@physik.uni-leipzig.de
+49 341 / 97 - 32 682

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Satzung zur Sicherung guter wissenschaftlicher Praxis

¹ §1

² §§2-3

The PhD List

- registration upon acceptance by “Promotionsausschuss”, valid max. 5 years
- you must send the request for acceptance after max. 3 months⁵
- Old PhD regulation (2010): it was required to fulfil stipulations before accepted
- condition to enrol as PhD student of University

³ §4

Evaluation / “Zwischenprüfung” (intermediate defense) §8

- 18 month after registration in PhD list, after fulfilling stipulations if applicable; if not performed, PhD list entry is lost
- Presentation of 30 – 45 Min. + 30 Min. Discussion with “Promotionskommission”
- not graded (pass only), single repetition possible

⁴ §5

Acceptance as doctorate candidate is issued after working on your scientific project upon your request. **This request is not yet your request to open the doctoral proceeding (“Einreichen”).**⁵

⁵ §6

Request for acceptance as doctorate candidate to the dean:

Documents to submit : Acceptance as Cand. PhD
aspired acad. degree, field, working title, letter of acceptance from your supervisor and one internal referee , suggestion for members of “Promotionskommission”, earlier PhD degrees / dismissals, CV, passport photo
Officially certified documents: diploma, further qualifications including official translations (Ger./ Engl.), acceptance of your diploma degree in Germany
Consent form of doctorate regulations

Possible Stipulations

- often necessary if you do not have a degree in physics
- usually Master courses in Physics / IPSP
- sometimes own teaching can be taken into account
- unfortunately, no transparent rules

“Eignungsfeststellungsprüfung” §7

- applies to talented B.Sc. students only

General Sections of the Dissertation

§11

- main part
- table of contents
- bibliography
- title page
- dissertation dependent bibliographic data

Specifics for cumulative dissertations

§11

- published or accepted papers
- introduction to the topic
- description of thematic relations between publications
- statement about own contribution to publications with co-authors

⁶ regulations in §10

Reviewers

- usually **two reviewers**
- doctorate commission is not bound to suggestions
- one reviewer: appointed professor from a university
- additional reviewers: at least Habilitation-like accomplishments
- head of the doctorate commission is excluded
- other members (except for supervisor) shall also not take part in the review
- for cumulative dissertation: no co-authors (except supervisor)

Section IV - Doctorate Procedure

Opening The doctorate procedure can be opened by a **written application** to the dean, if the candidate was accepted as a PhD candidate (Section III), fulfilled all **requirements**, passed the **evaluation** and if the candidate has not been definitively rejected in a similar promotion procedure before.⁶

Documents to be submitted: Opening of the procedure
aspired academic degree, field, suggestion for reviewers (optional), statement of authorship, statement about earlier doctorate attempts, CV
Dissertation: 4x bound + PDF/A, Summary (max. 2 pages): 5x printed + PDF/A, for monograph: electronic copy of own publications cited in the dissertation
Statement of acceptance of the doctorate regulations

Dissertation Together with the application of the opening of the doctorate procedure the **dissertation** is submitted. The dissertation can be written as a monograph or a cumulative work. The doctorate commission decides if the latter can be formally accepted as such at the point of opening of the doctorate procedure.

Reviews Reviewers grade the dissertation and recommend acceptance, rejection or a revision by notifying the head of the doctorate commission within two weeks. After all reviews have been collected, they become accessible for inspection to all members of the involved councils and the candidate him/herself.

Acceptance The head of the doctorate commission makes a decision over the acceptance of the dissertation, if it is recommended by all the **reviewers**. The doctorate commission can decide to obtain additional reviews, if the **grade** of two reviewers differs by 2.0 or more.

After the acceptance it is, under restriction of the doctorate commission, possible to clear formal flaws and to add explicitly mentioned suggestions of the **reviewers** for the final edition of the thesis. This editing of the formal flaws and the addition of the suggestions has to be submitted within two months after the candidate was informed, and has to be confirmed in writing to the head of the doctorate commission.

Rejection The doctorate commission does not accept the dissertation, if at least one reviewer recommends rejecting the thesis in his review. It is possible to once-only resubmit a rejected dissertation at the University of Leipzig, if the thesis has been extensively revised. This may happen not earlier than six months and not later than three years after the initial submission. If the revised thesis is not resubmitted within the mentioned period of time, the doctorate procedure is closed without success.

Section V – Awarding and Revoking the Doctoral Degree

In order for you to obtain your doctoral degree, the “Fakultätsrat” (faculty board) has to pass a resolution, which it usually does in its first meeting after your oral defense. Your doctoral procedure can, however, not be completed until you have made your thesis **available** at the university library (UBL).

Your doctorate can be revoked and your thesis declared invalid if it turns out that your fulfilment of the PhD requirements was either induced by mistake or deceit.

Conclusion: Novel Regulations for PhD Candidates

PhD List	Evaluation	Thesis
Request after max. 3 months; valid max. 5 years; mandatory	by accompanying doctoral commission; after 18 Month	cumulative or as monograph; disputation without doctoral viva

Final Grade §17 (2)

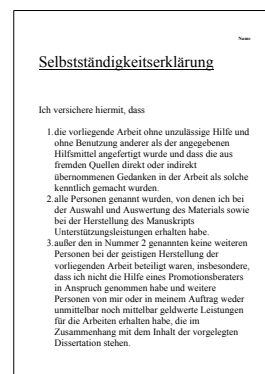
Final grade =
 $\frac{2}{3}$ grade of reviews +
 $\frac{1}{3}$ grade of disputation

Grade of Disputation §17 (1)

Final grade disputation =
 $\frac{1}{2}$ (grade of presentation + grade of discussion)

Embedded Files:


Requires Okular or Adobe Acrobat




Selbstständigkeitserklärung

Ich versichere hiermit, dass

- die vorliegende Arbeit ohne unzulässige Hilfe und ohne Benützung anderer als der angegebenen Hilfsmittel angefertigt wurde und dass die aus fremden Quellen direkt oder indirekt übernommen Gedanken in der Arbeit als solche kenntlich gemacht wurden.
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 Statement of authorship



Antrag auf Genehmigung

Sehr geehrter Herr Dekan/Prof. ...


Ich erkläre, dass ich die aktuelle Promotionsordnung von ...

Mit freundlichen Grüßen

N.Y.

Anlagen:

- Dissertationsschrift in vierfacher Ausfertigung
- Zusammenfassung in zweifacher Ausfertigung
- Selbstständigkeitserklärung
- Tabelle über die Unterstützungen
- Tabelle über die mittelbar/indirekten Unterstützungen und Vorteile

 Request to open proceeding



Publishing your thesis

- you can either upload your thesis on the document server of the UBL or hand in printed copies
- you have a deadline of six months, unless your thesis gets released by a publisher