



**Doctoral examination regulations  
of the Faculty of Social and Behavioural Sciences,  
Friedrich Schiller University Jena,  
as at 17 July 2018**

In accordance with section 3 subsection 1 in conjunction with section 38 subsection 3 of the Thuringian Higher Education Act (*Thüringer Hochschulgesetz, ThürHG*) from 10 May 2019 (published in the journal of legal notices of the Federal State of Thuringia, GVBl., p. 149), the Friedrich Schiller University Jena issues the present Doctoral Examination Regulations of the Faculty of Social and Behavioural Sciences. The regulations were approved by the faculty council on 27 June 2018 and agreed by the Senate of the University on 17 July 2018.

The president gave his consent on the regulations on 17 July 2018.

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## I. Right to confer doctoral degree

### § 1

- (1) <sup>1</sup>The University, represented by the Faculty of Social and Behavioural Sciences, confers the doctoral degree “doctor philosophiae” (Dr. phil.). <sup>2</sup>Upon formal request from the doctoral candidate, the University may confer the doctoral degree “Doctor of Philosophy” (PhD).
- (2) <sup>1</sup>Represented by the Faculty, the University can also confer an honorary doctorate (“doctor honoris causa”, Dr. h. c.) in accordance with section 23 of the General Doctoral Regulations of the University. <sup>2</sup>To any doctoral degrees conferred in accordance with section 1, the addendum “honoris causa” (h. c.) shall be appended.

## II. Admission requirements

### § 2

- (1) <sup>1</sup>Admission to apply for a doctoral programme usually requires the successful completion of the following degrees: *Diplom* degree, *Magister* degree, state examination (“Staatsexamen”), or a master’s degree at a university or university of applied sciences in one of the fields represented by the Faculty. <sup>2</sup>Admission of particularly qualified graduates of universities of applied sciences without master’s degree and of graduates having a bachelor’s degree of institutions of higher education is determined by the Appendix 1.
- (2) <sup>1</sup>Degrees earned at a university abroad may be recognized if they are equivalent to one of the degrees mentioned in subsection 1. The equivalence shall be examined by the dean based on the agreement on equivalence approved by the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany (*Kultusministerkonferenz*, KMK) and the German Rectors’ Conference (*Hochschulrektorenkonferenz*, HRK).
- (3) <sup>1</sup>Should applicants wish to produce a doctoral thesis in a field other than in their graduate degree, an examination of the applicants’ performance in their previous studies shall take place. <sup>2</sup>Applicants may be required to acquire additional coursework and examinations in particular disciplines. <sup>3</sup>The additional requirements shall be defined in accordance with the requirements to be fulfilled in accordance with the corresponding study regulations and examination regulations of the Faculty taking account of any relevant achievements already acquired.  
<sup>4</sup>The additional requirements shall be documented in a letter of admission as a doctoral student in accordance with section 3 subsection 7. <sup>5</sup>Applicants must fulfil these requirements before the opening of the doctoral examination procedure.
- (4) In the case of structured doctoral programmes recognized by the Graduate Academy, potential additional requirements may not apply in accordance with section 3 subsection 5 of the General Doctoral Regulations of the University.
- (5) As a general rule, applicants cannot be granted the admission if they already applied for a doctoral programme within the same discipline elsewhere, have already been granted the admission as doctoral candidates, or failed any other examination procedure of doctoral studies.



### III. Admission as a doctoral candidate and supervision

#### § 3

- (1) <sup>1</sup>Anyone meeting the admission requirements as defined in section 2 and intending to complete a doctorate shall apply for admission as a doctoral candidate at the Faculty before starting a doctoral research. <sup>2</sup>As a rule, they can apply for admission via the online portal of the University. <sup>3</sup>In their application, applicants shall provide the topic of their doctoral thesis project and the research discipline. <sup>4</sup>The application shall comprise the following supporting documents:
1. the supporting documents regarding the admission requirements as defined in section 2; copies of grade certificates and degree certificates (Applicants who earned their degree at other universities must provide the copies which shall be officially certified.);
  2. the supervision agreement in accordance with subsection 5;
  3. an up-to-date CV presenting personal and professional development;
  4. declaration of all existing or previous applications for admission as a doctoral candidate each of which should include the date and topic of the doctoral thesis project proposed, the name of the given faculty, and the information whether a doctoral examination procedure has been initiated or is already completed. If the applicant already earned a doctorate, a copy of the doctoral degree certificate shall be attached, too.
  5. If the applicants are not members of the University, they must prove their identity with their identity card.
- (2) The admission is only possible if, firstly, at least one research supervisor has assured the supervision of the doctoral thesis project; secondly, if the equipment required to conduct the project has been ensured; thirdly, if the Faculty is able to assess the completed doctoral thesis as a scientific paper.
- (3) <sup>1</sup>Supervisors may be professors, associate professors serving in a temporary capacity ("Privatdozent"), or leaders of junior research groups if they are members of the Faculty. <sup>2</sup>Leaders of junior research groups may only be supervisors if their scientific competence was confirmed by an external scientific assessment procedure and the quality criteria of the assessment are accepted by the Research Committee of the Senate. <sup>3</sup>Upon prior approval from the faculty council, also young researchers may supervise doctoral thesis projects if their scientific qualifications correspond to the quality criteria of the Research Committee of the Senate.
- (4) <sup>1</sup>If the supervision is conducted in cooperation with other scientific institutions, in particular institutions of higher education and non-university research institutions, additional persons may also be supervisors who have equivalent scientific qualifications as those defined in subsection 3. <sup>2</sup>As a rule, the cooperation is based on a respective agreement between the University and the cooperating institution. <sup>3</sup>In such cases, at least one supervisor must be a member of the faculty. <sup>4</sup>Exceptions are possible, however, only when the faculty council grants its approval.



- (5) <sup>1</sup>The supervision relationship shall be based on a supervision agreement between academic supervisors and the doctoral candidate. <sup>2</sup>The supervision agreement of the Faculty shall specify at least these aspects:
- the responsibility of the doctoral candidates to report to their supervisors regularly on the progress of their doctoral thesis project;
  - the responsibility of supervisors to ask for the doctoral candidates' regular progress reports on the doctoral thesis project;
  - the type of the collaboration (if applicable);
  - the type of the doctoral thesis project planned (monograph or cumulative doctoral thesis);
  - participation in a doctoral programme.
- (6) The admission does not guarantee any legal rights to begin the doctoral examination procedure.
- (7) <sup>1</sup>It is the dean who decides on the application within two months. <sup>2</sup>The applicant shall be informed about the decision on the application in writing. <sup>3</sup>A rejection of the application must also provide valid reasons for the rejection and information on legal remedies. <sup>4</sup>The letter of admission shall specify the field of the doctoral research project, the topic, and the research supervisors as well as any additional requirements demanded as determined in section 2 subsections 3 and in the Appendix 1 of these regulations.
- (8) Upon request, the doctoral relationship (i.e. doctoral thesis project and status as a doctoral candidate) may be suspended temporarily if the doctoral research cannot be conducted in a reasonable manner due to particular family-related burdens, illness, pregnancy, parental leave, intense care for relatives, due to disabilities, or for any other valid reason.
- (9) <sup>1</sup>The doctoral candidate shall inform the faculty about any changes of data having been provided in the application for admission as a doctoral candidate immediately. <sup>2</sup>Upon request, the doctoral candidate must confirm the resumption of the doctoral thesis project yearly. <sup>3</sup>From the fourth year after the admission, a confirmation from the responsible supervisor(s) is required.
- (10) <sup>1</sup>The admission as a doctoral student may be revoked if there is no prospect of completing the doctoral thesis project in due time successfully or if the supervision agreement was terminated in accordance with subsection 5. <sup>2</sup>Prior to any decision, the doctoral candidate shall be given the opportunity to be heard by the faculty council. <sup>3</sup>Furthermore, the doctoral candidate may terminate the supervision relationship.



#### IV. Opening of the doctoral examination procedure

##### § 4

<sup>1</sup>The application for the opening of the doctoral examination procedure shall be submitted to the dean of the Faculty of Social and Behavioural Sciences in writing. <sup>2</sup>The application shall comprise the following supporting documents:

1. confirmation that the additional requirements as defined in section 2 subsection 3, and in the Appendix 1 have been met;
2. four copies of the doctoral thesis, including one electronic copy as a PDF file each;
3. a declaration in which applicants:
  - 3.1 confirm that the applicant is familiar with the valid doctoral examination regulations;
  - 3.2 confirm that the applicant produced the doctoral thesis project himself (statement of authorship), he neither did use any text passages from third parties nor their own final theses without citing those; in addition, he also confirm he cited the tools, personal information, and sources having been used;
  - 3.3 provide names of the persons who assisted the applicant with the selection and assessment of materials, and supported them in writing the manuscript;
  - 3.4 confirm that the applicant did not receive any assistance from specialized consultants and that any third party did not receive either direct or indirect financial benefits from the applicant for the work connected to the doctoral thesis submitted;
  - 3.5 confirm that the applicant has not already submitted the doctoral thesis project as his final thesis for a state examination or other scientific examination;
  - 3.6 confirm that the applicant did not submit the same, a substantially similar, or another scientific paper to other institution of higher education and, if he did it, which grade he might have achieved;
4. an official certificate of good conduct if the applicant is not employed in the public sector;
5. the proof of payment of the submission for a doctorate; the fee is determined by the valid version of the General Fees Regulations of the University;
6. a CV containing information on the education and scientific achievements;
7. a list of scientific publications and, where applicable, of presentations;
8. a request on the form of the oral examination (section 8, subsection 1).



## § 5

- (1) It is the faculty council which decides on the opening of the examination procedure; the decision shall be made in the first meeting after the submission of the application. The decision shall be reached by a majority of the council members holding a doctorate.
- (2) The dean shall inform the applicant about the opening of the doctoral examination procedure in writing.
- (3) The application for the opening of the doctoral examination procedure may be withdrawn until either the date for the oral examination ("Disputation" or colloquium) has been fixed or the procedures have been closed due to the rejection of the doctoral thesis project.

## V. Doctoral committee

### § 6

- (1) <sup>1</sup>The faculty council appoints a doctoral committee which conducts the doctoral examination procedure. <sup>2</sup>As a rule, the doctoral committee consists of two reviewers of the doctoral thesis project and one chairperson, who must be a member of the Faculty. <sup>3</sup>The faculty council may appoint a third reviewer as member of the doctoral committee. <sup>4</sup>In the case of a cumulative thesis, only one co-author of one or several publications may be appointed as reviewer as defined in section 7 subsection 3.
- (2) <sup>1</sup>The doctoral committee shall decide on the admission and on the mark, or on a rejection of the doctoral thesis in a non-public meeting based on written reviews. <sup>2</sup>It shall conduct the thesis defence as an oral examination, it shall mark the performance during the examination, and suggest the overall final mark. <sup>3</sup>During the oral examination, the chairperson and two members of the committee must be present.
- (3) All decisions of the doctoral committee shall be put on record.

## VI. Doctoral thesis

### § 7

- (1) In the doctoral thesis, doctoral candidates demonstrate their ability to obtain results which serve the development of the discipline to which the doctoral thesis is related.
- (2) <sup>1</sup>Upon prior consultation with the supervisor, the doctoral thesis shall be written either in German or in English; doctoral candidates shall submit a typewritten and bound doctoral thesis. <sup>2</sup>In justified cases, the faculty council may allow doctoral candidates to write their thesis in other language. <sup>3</sup>If a doctoral thesis is not written in German, a summary in German shall be attached.



- (3) <sup>1</sup>Upon consultation with their supervisor, doctoral candidates may submit several articles published/to be published in scientific journals, in which they are first authors predominantly, instead of a doctoral thesis being equivalent to these part of the doctoral examination (cumulative thesis); this applies to the following fields/units of the Faculty: communication science, psychology, sociology, sports science, Institute of Educational Science, and Ethics in the Sciences department. <sup>2</sup>In such cases, doctoral candidates shall submit at least three articles. <sup>3</sup>Each of the articles must be submitted in terms of a peer-review procedure; the majority of the articles must be already published or accepted to be published.

<sup>4</sup>In the case of cumulative theses being supervised at the Institute of Educational Science and at the Ethics in the Sciences department, one of the articles of which the doctoral candidate is the first author may be published/accepted to be published in a collective monograph consisting of a peer-review procedure. <sup>5</sup>The publications submitted for such a doctoral thesis must be introduced by a thorough written presentation which contextualize the research topics and the central findings of the publications; the presentation shall take the relevant literature into account and acknowledge the individual contribution and the contributions of other authors of the respective publications.

- (4) The doctoral thesis shall include: a title page (e.g. as defined in the Appendix 3 which is part of the present regulations) and a short CV outlining the candidate's scientific educational background.
- (5) The dean shall submit the doctoral thesis to the reviewers appointed in accordance with section 6 subsection 1 along with the request to evaluate it in due time.
- (6) <sup>1</sup>The reviewers appointed in accordance with section 6 subsection 1 shall evaluate the submitted doctoral thesis in detail and independently from each other, and decide whether it can be accepted as such. <sup>2</sup>They evaluate the scientific performance of a doctoral thesis submitted in a written review and mark it according to the following scale:

summa cum laude	(with distinction)
magna cum laude	(excellent)
cum laude	(good)
rite	(satisfactory).

<sup>3</sup>To calculate overall final marks, individual marks are given values 0–3.

- (7) <sup>1</sup>The reviews should be submitted not later than two months after the beginning of the doctoral examination procedure. <sup>2</sup>If reviewers are not able to submit reviews in due time, the faculty council shall appoint other reviewers. <sup>3</sup>Within two weeks after the reviews have been submitted, the professors and other members of the Faculty having a postdoctoral teaching qualification may view the doctoral thesis in the dean's office and provide their opinion on it. <sup>4</sup>The dean informs the eligible faculty members about this period.



- (8) <sup>1</sup>If, according to the reviews, the doctoral thesis shall be accepted, the doctoral committee shall decide on the final mark of the thesis based on all suggested marks. <sup>2</sup>If the marks from the reviews are identical, this mark shall be the final mark of the doctoral thesis. <sup>3</sup>If there are only two reviews from which one suggests the mark “summa cum laude”, whereas the other the mark “magna cum laude”, the faculty council shall order another review. <sup>4</sup>If the additional review suggests the mark “summa cum laude”, the overall final mark shall be “summa cum laude”. <sup>5</sup>If the calculation of the overall final mark of the doctoral thesis is either 1.5 or 2.5, the faculty council may appoint a third reviewer upon formal request from the doctoral committee. <sup>6</sup>Otherwise, it is the doctoral committee which shall decide on the overall final mark. <sup>7</sup>After the decision on the final mark of the doctoral thesis, the chairperson of the doctoral committee shall proceed with the doctoral examination procedure.
- (9) <sup>1</sup>Should at least one reviewer recommend the rejection of the doctoral thesis, the doctoral committee decides whether to continue the doctoral examination procedure or recommends to the faculty council to close the procedure as unsuccessful (i.e. without granting a degree to the candidate). <sup>2</sup>Upon prior approval of the faculty council, it may be decided to obtain additional reviews. <sup>3</sup>The decision to accept or reject the doctoral thesis following additional reviews is made by the faculty council based on the recommendation of the doctoral committee and taking into account all prior reviews of the doctoral thesis.
- (10) Should two reviewers reject the doctoral thesis, the doctoral committee recommends to the faculty council to close the doctoral examination procedure considered unsuccessful.
- (11) <sup>1</sup>The dean shall notify the doctoral candidate about the termination of the doctoral examination procedure in writing. <sup>2</sup>In this case, the doctoral candidate is allowed to view the examination files. <sup>3</sup>One copy of the doctoral thesis shall remain in the files of the Faculty.
- (12) If the doctoral thesis is rejected, the candidate may re-apply for a doctoral examination procedure in the same field only once, however not earlier than in a year.
- (13) If the doctoral examination procedure is continued after the acceptance of the doctoral thesis, the doctoral candidate may view the reviews after the date of the oral examination is set.



## VII. Oral examination

### § 8

- (1) <sup>1</sup>Conducted by the members of the doctoral committee, the oral examination may be either held as a public colloquium or a public thesis defence within the research discipline. <sup>2</sup>Upon prior consultation with the supervisor, the doctoral candidate shall specify the preferred form of the oral examination (colloquium/thesis defence) in the application for the opening of the doctoral examination procedure as determined in section 4. <sup>3</sup>Upon request of the doctoral candidate providing specific reasons, the oral examination may be conducted as a non-public oral examination.
- (2) If the oral examination is conducted as a public one, it is only the members of the doctoral committee who are entitled to pose questions.
- (3) <sup>1</sup>The colloquium shall last at least 60 minutes and shall consist of two short presentations in which the doctoral candidate addresses subject-specific matters which are not identical to the topic of the doctoral thesis project, including a scientific discussion following each of the presentation. <sup>2</sup>Upon prior consultation with the supervisor, the doctoral candidate shall propose both topics for the oral examination to the doctoral committee prior to the examination in due time.
- (4) <sup>1</sup>The doctoral thesis shall last at least 60 minutes. <sup>2</sup>After a 15-minute-long presentation of the objectives and results of the doctoral thesis project, the doctoral candidate is expected to answer the questions of the doctoral committee which shall relate to that very presentation and to the wider theoretical, empirical, and methodological framework of the doctoral thesis project.
- (5) <sup>1</sup>The doctoral examination can be conducted in German or in English. <sup>2</sup>In justified cases, the faculty council may allow other language, too.
- (6) The oral examination shall be held at least 14 days after the doctoral committee has decided to continue with the doctoral examination procedure in accordance with section 7 subsections 8 or 9, respectively; it shall be completed by the semester following the review deadline.
- (7) <sup>1</sup>At the end of the oral examination, the doctoral committee shall mark the candidate's performance. <sup>2</sup>The marks shall be granted in accordance with section 7 subsection 6.
- (8) <sup>1</sup>Should doctoral candidates fail the thesis defence, they may apply to repeat the thesis defence once. The second attempt shall take place within 12 months upon request, but not earlier than two months after the first thesis defence. <sup>2</sup>If doctoral candidates fail their thesis defence more than once, the examination procedure shall be terminated considered unsuccessful. <sup>3</sup>The dean shall inform the doctoral candidate about it in writing, including the information on legal remedies.
- (9) <sup>1</sup>Should the candidate miss the appointment for the thesis defence without valid reason, the examination is considered failed. <sup>2</sup>The same applies if the candidate terminates the examination without valid reason.



## VIII. Final mark of the doctorate

### § 9

- (1) Regarding the final mark of the doctoral thesis project, the marks as defined in section 7 subsection 6 shall apply.
- (2) <sup>1</sup>The overall final mark for the doctoral thesis project shall be determined based on the mark of the doctoral thesis and on that of the oral examination. <sup>2</sup>The first mark is given a factor 2. <sup>3</sup>An overall final mark "summa cum laude" may only be given if the doctoral thesis and the oral examination were marked "summa cum laude". <sup>4</sup>On the doctoral degree certificate, the overall final mark, the mark given for the doctoral thesis, and that for the oral examination are stated.
- (3) The chairperson of the doctoral committee shall inform the faculty council about the recommendation on the overall final mark via the dean.
- (4) <sup>1</sup>Upon recommendation of the doctoral committee, the faculty council shall decide on the overall final mark for the doctoral thesis by majority vote of the present members holding a doctorate. <sup>2</sup>With regard to the regulations on temporary contracts, the examination procedure is then considered completed.

## IX. Award of the doctorate and doctoral degree certificate

### § 10

<sup>1</sup>Upon request of the reviewers, the doctoral committee can demand from the doctoral candidate to remove any errors or deficiencies before the publication of the doctoral thesis. <sup>2</sup>It is the dean who shall examine whether the requirements are fulfilled.

### § 11

The dean informs the doctoral candidate about the decision of the doctoral committee and the faculty council in writing as well as about the obligation to publish the doctoral thesis and about the regulations on the completion of the doctorate if the doctoral examination procedure was passed successfully.

### § 12

<sup>1</sup>After the acceptance of the doctoral thesis and the successful thesis defence, the doctoral candidate shall publish the doctoral thesis in an appropriate manner and submit the publication in accordance with section 13 subsection 2 of the General Doctoral Regulations of the University. <sup>2</sup>Upon dean's approval, the deadline may be extended.



### § 13

- (1) <sup>1</sup>When the additional requirements set in section 10 are met, the obligation to publish the doctoral thesis and to submit the compulsory copies is fulfilled, the doctoral candidate is conferred a doctoral degree certificate which shall be signed by the president and the dean, and shall include the seal of the Friedrich Schiller University Jena. <sup>2</sup>The date of the oral examination shall be marked as the date of the completion of doctoral studies.
- (2) Doctoral candidates may use the title after the University has conferred them the doctoral degree certificate.
- (3) <sup>1</sup>Other than defined in subsection 2, the candidates may be given a temporary consent to use the title before the conferral of the doctoral degree certificate if other requirements are proven. <sup>2</sup>This decision shall be issued by the dean.
- (4) Upon request, the doctoral candidate may receive the doctoral degree certificate in English.
- (5) In case of joint doctorates being part of collaborations in accordance with section 16 of the General Doctoral Regulations, a doctoral degree certificate shall be conferred in accordance with section 19 of the same regulations.

#### **X. Joint examination procedure with other institutions of higher education**

### § 14

Regarding joint doctoral examination procedures with other institutions of higher education, the provisions as defined in sections 15–19 of the General Doctoral Regulations of the University shall apply accordingly.

#### **XI. Deception and revocation of the doctorate**

### § 15

Regarding deception and revocation of the doctorate, section 20 of the General Doctoral Regulations of the University shall apply accordingly.

#### **XII. Right of inspection**

### § 16

Regarding the right of inspection, section 21 of the General Doctoral Regulations of the University shall apply accordingly.

#### **XIII. Right of appeal in the doctoral examination procedure**

### § 17

Regarding the right of appeal in the doctoral examination procedure, section 22 of the General Doctoral Regulations of the University shall apply accordingly.



#### **XIV. Honorary doctorate and jubilee doctorate**

##### **§ 18**

- (1) To praise outstanding scientific achievement or other special merits, the University may award honorary degrees. Being a rare distinction, these may be conferred by the Faculty for any of the fields that it represents.
- (2) <sup>1</sup>Every professor of the Faculty has the right to nominate candidates for an honorary doctorate (Dr. Phil. h.c.). <sup>2</sup>Upon prior consultation with the faculty council, the dean authorizes two reviewers to evaluate the achievements of the nominee.
- (3) <sup>1</sup>Upon appraisal of all opinions submitted, the faculty council shall decide on the nomination of an honorary doctorate with a three-fourths majority vote of its members holding a doctorate. <sup>2</sup>Prior to its decision, the Senate is also to be given the opportunity to provide an opinion.
- (4) As a rule, the president and the dean shall award an honorary doctorate at a celebratory event to which the members of the Senate and the faculty are invited; the honorary doctorate presents the achievements of the nominee in form of a certificate.

##### **§ 19**

- (1) The doctoral degree certificate may be renewed on the 50th anniversary of the date of its initial conferral if this is considered appropriate in light of the scientific merits or the close ties of the recipient with the University.
- (2) <sup>1</sup>The anniversary certificate shall be awarded upon the proposal from the dean and the approval from the faculty council. It should be signed by the rector/president and the dean.

#### **XV. Mediation with ombudspersons**

##### **§ 20**

Regarding the mediation with ombudspersons, section 25 of the General Doctoral Regulations of the University shall apply accordingly.



## XVI. Transitional provisions

### § 21

- (1) <sup>1</sup>For applicants who have been accepted or supervised as doctoral students at another university, and whose supervisor has recently been appointed to a position at the University, the requirements for admission to apply to an examination procedure and to begin the examination procedure of the original university shall also apply at the University. <sup>2</sup>In such cases, exceptions in accordance with the provisions in section 3 subsection 1 may be specified.
- (2) As a general rule, the doctoral examination procedure shall be conducted in accordance with subsection 1, however, always in accordance with the doctoral examination regulations of the Faculty.

### § 22

- (1) <sup>1</sup>These doctoral examination regulations shall come into effect on the first day of the month following their announcement in the journal of legal notices of the University. <sup>2</sup>At the same time, the Doctoral Examination Regulations adopted on 6 May 2009 (announced in the journal of legal notices of the University, no. 11/2009, p. 1176) cease to be in force except for the doctoral candidates who have the right to vote as defined in subsection 2 of the previous regulations.
- (2) Applicants who received the admission as a doctoral candidate on the basis of the Regulations from 6 May 2009 have the right to choose between the current and the previous version of the regulations of the Faculty within two semesters after the date on which the current version has come into effect.

Jena, 17 July 2018

Prof. Dr Walter Rosenthal

President of the Friedrich Schiller University Jena

Prof. Dr Nils Berkemeyer

Dean of the Faculty of Social and Behavioural Sciences



## Attachment 1

### **Admission of particularly qualified graduates of universities of applied sciences without master's degree and of bachelor's graduates of institutions of higher education**

#### **Preamble**

The Faculty of Social and Behavioural Sciences is committed to enable graduates of universities of applied sciences without master's degree and bachelor's graduates who proved their outstanding suitability to earn a doctorate.

#### **1. Application**

Candidates shall submit their applications to the Faculty of Social and Behavioural Sciences. The application shall include the following documents:

- a draft of the doctoral thesis project proposed;
- a CV containing information on the scientific achievements;
- final certificates of previous studies;
- final theses of previous studies, including reviews (if applicable).

#### **2. Examination of previous achievements**

To examine the academic achievements of previous studies and to be able to demand any additional requirements for the admission as a doctoral candidate, the faculty council shall appoint a committee composed of three professors.

Requirements for processing the application:

- final certificate with a final mark 2.0 or better (university of applied sciences) or 1.2 or better (bachelor's programmes);
- two expert statements by professors, associate professors serving in a temporary capacity ("Privatdozent\*in", PD) confirming the candidate's suitability;
- the confirmation to supervise the doctoral thesis project by one of the persons determined in section 3 subsection 3;
- one affirmative vote by the professor or the associate professor serving in a temporary capacity ("Privatdozent\*in", PD) of the Faculty, who might be a future supervisor, about the suitability of the draft submitted for a doctoral thesis project.

In addition to the afore-mentioned requirements, the committee also examines the fulfilment of any additional requirements demanded to be able to be granted the admission as a doctoral candidate in the selected field of research, taking account of the relevant study regulations and examination regulations of the Faculty of Social and Behavioural Sciences. The additional requirements shall be met within three semesters.

The committee's decisions shall be confirmed by the faculty council; the candidate must be informed about them accordingly.

The additional requirements shall be met before the opening of the doctoral examination procedure.



## Attachment 2

### Research disciplines of the Faculty of Social and Behavioural Sciences

- Applied ethics
- Educational science
- Communication science
- Political science
- Psychology
- Sociology
- Sports science



**Attachment 3**  
**Template for the title page of a doctoral thesis**

# *Title of the doctoral thesis*

Doctoral thesis  
to earn the academic title:

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[Please enter accordingly: doctor philosophiae (Dr. phil.)/Doctor of Philosophy (PhD).]

**submitted to the Faculty Council of the Faculty of Social and Behavioural Sciences,**

**Friedrich Schiller University Jena,**

by \_\_\_\_\_ (academic titles, if applicable; first name, family name)

born on \_\_\_\_\_ in \_\_\_\_\_

\*\*\*\*\*

**Overleaf (below)**

**Reviewers:**

1. \_\_\_\_\_ \*

2. \_\_\_\_\_ \*

\_\_\_\_\_ \*

**Date of the oral examination:** \_\_\_\_\_ \*

\*In four copies of the thesis for the reviewers, these fields must be left empty. However, they must be filled out in the compulsory copies.

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