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**Faculty of Social Sciences**

Pursuant to a resolution passed by the Faculty Council of the Faculty of Social Sciences dated August 7, 2013, the Presidential Board of the Georg-August University of Göttingen approved the first amendment to the Examination Regulations governing the doctoral degree programme in Social Sciences as promulgated in the Notification dated July 17, 2009 (Official Bulletin No. 17/2009 page 1735) and amended in the Notification dated July 12, 2011 (Official Bulletin No. 23/2011 page 1806), on September 3, 2013 (Section 44 para. 1 sentences 2 and 9, para. 3 sentence 1 (NHG<sup>1</sup>) as promulgated in the version of the Notification dated February 26, 2007 (Nds. GVBl.<sup>2</sup> page 69), as amended by Article 1 of the law dated December 12, 2012 (Nds. GVBl. page 591); section 37 para. 1 sentence 3 sub. 5 b) NHG).

**Examination Regulations for the Doctoral Degree Programme in "Social Sciences"  
at the Faculty of Social Sciences  
of Georg-August University of Göttingen**

**Part I**

**General Provisions**

**Regulation 1 Objective and Purpose of the Examinations**

The successful completion of the doctoral degree programme in "Social Sciences" is deemed to be proof that the graduate possesses the qualifications needed to carry out independent scientific work in a discipline offered by the Faculty of Social Sciences.

**Regulation 2 University Degree**

(1) <sup>1</sup>The Faculty of Social Sciences, on behalf of the Georg-August University of Göttingen awards the degree of Doctor in Social Sciences (Dr. disc. pol.) or the degree "Doctor of Philosophy", abbreviated "Ph.D.". <sup>2</sup>The Faculty Council may confer the title of honorary doctor in Social Sciences (Dr. disc. pol. h. c.).

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<sup>1</sup>Niedersächsisches Hochschulgesetz, NHG

<sup>2</sup>Niedersächsisches Gesetz- und Verordnungsblatt, Nds. GVBl.

(2) When submitting their applications for admission to the doctoral examination in accordance with Regulation 7, candidates must state which academic degree they wish to obtain under paragraph 1.

### **Regulation 3 Length and scope of the degree programme**

(1) <sup>1</sup>The standard period of study for the doctoral degree programme is six semesters. <sup>2</sup>The nature and scope of the course of study are set forth in the Study Regulations of the doctoral degree programme in "Social Sciences".

(2) <sup>1</sup>The standard period of study may be extended by up to two months for good cause. <sup>2</sup>Good cause is especially given when the candidate must

a. complete particularly complex empirical work,

b. attain foreign language skills necessary to complete his or her dissertation.

<sup>3</sup>The decision as to whether the standard period of study is to be extended shall be made by the Dean at the request of the doctoral candidate or in accordance with the opinion issued by the Thesis Committee.

### **Regulation 4 Examination-related achievements**

(1) The degrees to be conferred according to Regulation 2 paragraph 1 shall be conferred based upon successful completion of a doctoral examination.

(2) The doctoral examination is composed of a scientific treatise (dissertation) and an oral examination (dissertation defence).

### **Regulation 5 Graduate Committee**

(1) <sup>1</sup>The Graduate Committee shall be constituted of two members, besides the Dean, from within the professors group [Hochschullehrergruppe], one of whom must be affiliated with the Göttingen Graduate School of Social Sciences (GGG), a postdoctoral research fellow [promovierter wissenschaftlicher Mitarbeiter], and a candidate in the doctoral degree programme, who shall have an advisory vote. <sup>2</sup>The Dean may have him- or herself represented by a member of the professors group. <sup>3</sup>The committee members are each appointed for two years by the Faculty Council groups from the Faculty of Social Sciences mentioned; the member of the student group is appointed for one year. <sup>4</sup>It is incumbent upon the Dean to run the committee. <sup>5</sup>Insofar as the composition in accordance with sentence 1 prevents an individual authorised to administer examinations from becoming a member of the Graduate Committee for one of the subjects taught at the Faculty of Social Sciences and

approved for a doctoral procedure, the Faculty Council shall appoint an additional advisory member from the professors group or from the research fellows holding a doctoral degree.

(2) The Graduate Committee shall support the Dean in matters having to do with doctoral studies and regularly reports to the Faculty Council concerning concluded and current procedures.

### **Regulation 6 Thesis Committee**

(1) <sup>1</sup>Supervision during the doctoral degree programme shall be provided by the Thesis Committee, which shall be constituted individually for each doctoral candidate and made up of three authorised examiners, one of whom is the primary supervisor, whose consent to supervision was the basis for enrolment. <sup>2</sup>The further members are appointed by the Dean in consultation with the primary supervisor not later than six months after the candidate's enrolment; the doctoral candidate has the right to make a proposal, but not to claim a specific composition of the Thesis Committee. <sup>3</sup>At least one member of the Thesis Committee must belong to the professors group. <sup>4</sup>Academics from another university or research institute may also be on the Thesis Committee.

(2) The Thesis Committee shall supervise and support the doctoral candidate. The doctoral candidate must submit to the Thesis Committee at regular intervals, but not less than once a year, a report detailing the status of the doctoral project.

(3) <sup>1</sup>At the request of a member of the Thesis Committee or of the doctoral candidate, the Dean may replace members of the Thesis Committee. <sup>2</sup>A change in the primary supervisor is only possible if the advisor can no longer supervise the candidate's doctoral studies due to extended absence or where further advisory support is no longer acceptable due to a breakdown in mutual trust. <sup>3</sup>Paragraph 1 sentence 3 shall apply mutatis mutandis.

### **Regulation 7 Resignation of a Supervisor**

(1) Should a primary supervisor in charge of a dissertation resign from the Faculty, they shall still be allowed to continue to support dissertations until the candidates have completed their doctoral degrees.

(2) If the primary supervisor can no longer provide supervision due to their health or for other weighty reasons, the Dean shall appoint a replacement in mutual agreement with the doctoral candidate.

## **Part II**

### **Admission to the Doctoral Examination**

#### **Regulation 8 Prerequisites for Admission to the Doctoral Examination**

(1) Candidates must fulfil the following prerequisites to be granted admission to the doctoral examination:

- a) They must be enrolled in the doctoral degree programme in "Social Sciences",
- b) They must have successfully and duly completed the doctoral degree programme with at least 20 credits worth of course work according to of the Study Regulations of the doctoral degree programme in "Social Sciences" and
- c) They must have independently prepared a written scientific treatise (dissertation).

(2) Candidates shall not be admitted to the doctoral examination if

a) parts of the dissertation were not completed by the candidate themselves, but rather with the help of third parties in a manner conflicting with the examination laws and scientific probity; scientific probity dictates strict compliance with the citation conventions that unequivocally identify whenever the intellectual property of others has been used in the dissertation;

b) they have sought out the services of remunerated intermediaries to provide them with doctoral degree opportunities

c) they have paid any remuneration or remuneration in kind for such services in the context of the doctoral procedure and its preparation, or if they have availed themselves of any unpaid services antithetical to the intent and purpose of an examination procedure.

In such cases, any re-application for admission to the doctoral examination shall be excluded.

#### **Regulation 9 Applying for Admission to the Doctoral Examination**

(1) Upon completion of their dissertation, a doctoral candidate must submit a written application for admission to the doctoral examination and initiation of the doctoral procedure to the Dean of the Faculty of Social Sciences.

(2) The application must:

a) include at least four copies of the written scientific treatise (dissertation). In addition to submitting the dissertation in written form, it must be submitted in electronic form on a physical data medium, e.g. CD-ROM, DVD or data stick.

b) indicate the academic degree to be conferred under Regulation 2 paragraph 1 and the names of the examiners proposed by the candidate.

c) contain proof that the candidate has successfully earned the course-related credits in accordance with the Study Regulations governing the doctoral degree programme in "Social Sciences".

d) include a declaration according to Regulation 12.

(3) <sup>1</sup>Once the application has been submitted and the formal requirements examined, the Dean shall make a decision on the candidate's admission to the doctoral examination. <sup>2</sup>If all of the requirements have been fulfilled, the Dean shall initiate the doctoral procedure and appoint the Examination Committee according to Regulation 13. <sup>3</sup>Admission to the doctoral examination gives the doctoral candidate the right to have their submitted scientific treatise reviewed.

(4) <sup>1</sup>The candidate shall receive a written notice concerning their admission; a rejection shall be accompanied by instructions about the right to appeal. <sup>2</sup>The Dean's Office shall notify the candidate's primary supervisor of the candidate's admission.

(5) <sup>1</sup>Withdrawal of an application for admission to the doctoral procedure is permissible as long as said procedure has not been terminated by a negative decision on the dissertation or the oral examination has not yet started. <sup>2</sup>Given that the withdrawal is legitimate, the attempt to obtain a doctoral degree shall be deemed as not having been taken.

### **Part III**

#### **Dissertation**

##### **Regulation 10 Doctoral Thesis, Cumulative Dissertation**

(1) The topic of the dissertation is to be selected from a subject area taught at the Faculty of Social Sciences.

(2) The dissertation must constitute the doctoral candidate's independent scientific achievement.

(3) <sup>1</sup>A joint dissertation may be recognized as an individual scientific achievement if the contribution of each doctoral candidate in the dissertation is clearly delineable and assessable as that individual's own work. <sup>2</sup>Each contribution must be assessed individually as a dissertation.

(4) The dissertation may be written in German or English.

(5) <sup>1</sup>The submission of three thematically independent scientific contributions accepted for publication after an external evaluation procedure also counts as a dissertation, provided that the primary supervisor furnished written confirmation that these publications make up the bulk of the research work inherent to a dissertation (cumulative dissertation). <sup>2</sup>The doctoral candidate must have been responsible as sole author of at least one of these contributions. <sup>3</sup>In case of a multi-author publication, the candidate's contributions must be clearly delineable and assessable. <sup>4</sup>Such publications must be supplemented by a powerful, well-founded introduction to the underlying scientific hypothesis of the publication as well as by a conclusion that puts the candidate's own results into the subject-specific context, and by a bibliography. <sup>5</sup>The cumulative dissertation must be submitted in bound form. <sup>6</sup>Furthermore, the dissertation must include a declaration of the percentage of work done by the individual candidate. Regulation 9 paragraph 2 lit. a) shall apply mutatis mutandis.

### **Regulation 11 Publication before submission**

With the approval of the Thesis Committee, the dissertation may be published in its entirety in advance; parts of the dissertation may be published in advance as contributions in publications subject to peer review.

### **Regulation 12 Affidavit**

<sup>1</sup>The dissertation must include the following declaration:

1. My opportunity to take part in this doctoral procedure was not commercially brokered. In particular, I have not sought out the services of any organisation that provides advisors for the completion of dissertations or would fulfil the duties incumbent upon me with respect to examination-related achievements in whole or in part.

2. I hereby declare that I have prepared the dissertation submitted [followed by the title of the dissertation] independently and without any unauthorised assistance. I have not accepted any external aid with or without remuneration, nor will I do so in the future. <sup>2</sup>I did not use any aids or writings other than those I have listed. <sup>3</sup>All passages taken either verbatim or in adapted form from other authors are indicated as such.

3. The dissertation I hereby submit has not yet been submitted in the context of any other examination procedure.

4. Furthermore, I am aware that any falsehood regarding the present declaration shall exclude me from admission to the doctoral examination and/or shall later lead to termination of the doctoral procedure or to revocation of the title I may receive.

### **Regulation 13 Review, Examination Committee**

(1) <sup>1</sup>The Dean shall appoint two assessors for the dissertation who are authorised to administer examinations as set down in Regulation 14 and who are generally members of the Thesis Committee. <sup>2</sup>In exceptional cases, the Dean may designate other assessors, particularly for interdisciplinary or cross-faculty dissertations.

(2) The Examination Committee shall be appointed by the Dean and, in addition to the assessors, consists of the members authorised to administer examinations of the Thesis Committee, in accordance with paragraph 1.

### **Regulation 14 Authorisation to Administer Examinations**

(1) <sup>1</sup>Authorised examiners shall include

- a. Members or associated members of the professors group,
- b. Those members or associated members of the Georg-August University of Göttingen with a post-doctoral degree,
- c. Honorary professors of the Georg-August University of Göttingen and
- d. Any individual who has completed a procedure equivalent to an appointment procedure and who is consequently entrusted with the performance of research and teaching tasks.

<sup>2</sup>In justified exceptions, a member of a university or non-university research institution may be appointed in addition to the assessor or examiner.

(2) One of the assessors must be a full-time member of the professors group of the Faculty of Social Sciences of the Georg-August University of Göttingen; individual deviation is possible complying board decision of the Faculty Council, implying majority of the faculty members with voting power as well as the majority within the professor group of the faculty members (double absolute majority).

### **Regulation 15 Acceptance or Rejection of the Dissertation**

(1) Every assessor must turn in an assessment of the dissertation within three months of its submission and recommend:

- a) accepting the dissertation,
- b) rejecting the dissertation or
- c) returning the dissertation to the candidate for revision, where they would otherwise recommend the dissertation be rejected.

(2) <sup>1</sup>If it is recommended that the dissertation be accepted, it must be given a grade (cf. Regulation 21 paragraph 2). <sup>2</sup>The Examination Committee shall set a reasonable deadline for any revision.

(3) If all of the assessors are in agreement on the acceptance or rejection of the dissertation, then it shall be considered definitively accepted or rejected.

(4) <sup>1</sup>If all of the assessors are not in agreement on the acceptance or rejection, the Examination Committee shall make the final decision based on an additional expert review. <sup>2</sup>The additional assessor shall become a member of the Examination Committee, and the additional expert review shall be treated in the same manner as the assessments already submitted.

After acceptance of the dissertation, the doctoral candidate receives a copy of the expert review.

(6) If a dissertation returned to the candidate for revision is not submitted to the Examination Committee within the set deadline, it shall be deemed as rejected.

(7) If the dissertation is rejected, the examination is deemed to have been failed.

### **Regulation 16 Viewing Period**

(1) After the assessments and recommendations have been received according to Regulation 15 paragraph 1, the Dean shall inform the members of the Faculty authorised to administer examinations about the entered votes and set a deadline for inspection of the assessments of at least five work days during the semester or ten work days during the semester break.

(2) If a member of the Faculty authorised to administer examinations raises any objections to the grade given, the Dean may appoint an additional assessor for the dissertation.

(3) The additional assessor shall become a member of the Examination Committee, and the additional assessment is to be treated in the same manner as the assessments already submitted.

### **Regulation 17 Archival copy**



One copy of the submitted dissertation with all of its assessments remains in the faculty archives.

**Part IV**  
**Oral Examination**

**Regulation 18 Form of Oral Examination**

- (1) The examination shall be carried out as a dissertation defence.
- (2) The language of examination shall be German or English.

**Regulation 19 Scheduling**

<sup>1</sup>After the procedure in accordance with Regulations 16, 17 and 18 is concluded, the date of the oral examination shall be set by the Dean . <sup>2</sup>The oral examination shall take place not later than 16 weeks after the candidate has been admitted by the Dean in accordance with Regulation 9 paragraph 3. <sup>3</sup>In the case of a dissertation referred back to the candidate for revision, the deadline shall be extended by the time allotted for the revision.

**Regulation 20 Oral Examination**

- (1) In the oral examination, the doctoral candidate must prove that he or she possesses fundamental specialised knowledge and can independently reason through scientific problems.
- (2) <sup>1</sup>The dissertation defence consists of two parts. <sup>2</sup>In the first part, the doctoral candidate shall explain the objectives and results of his or her dissertation in an oral report lasting a maximum of 20 minutes. <sup>3</sup>In the second part of the dissertation defence, the doctoral candidate must submit to questions posed by the examiners on the greater scientific context of the dissertation, and on subject areas and methodological questions pertaining to the field as a whole and to related fields.
- (3) The dissertation defence lasts approx. 120 minutes. In the case of a joint effort in the sense of Regulation 10 paragraph 3, a joint examination with a length of approx. 240 minutes is also possible.
- (4) The oral examination shall be administered by the Examination Committee.
- (5) The Dean shall appoint the primary assessor as chairperson of the Examination Committee.
- (6) <sup>1</sup>The dissertation defence shall be open to the university public. <sup>2</sup>Upon request of the doctoral candidate, the dissertation defence may be closed to the university public. The Examination Committee shall decide thereupon. <sup>4</sup>Authorised examiners belonging to the Graduate Committee have the right to participate in the dissertation defence and advise the

Examination Committee during its assessment even in the case that the university public is excluded.

(7) A transcript of the oral examination is to be prepared by a member of the Examination Committee.

### **Regulation 21 Individual Grade and Overall Assessment of the Doctorate**

(1) Subsequent to the oral examination, the Examination Committee shall decide whether the overall examination has been passed.

(2) <sup>1</sup>Possible grades for individual assessments of the dissertation and for the oral examination include:

summa cum laude (excellent) (0)

magna cum laude (very good) (1)

cum laude (good) (2)

rite (pass) (3).

<sup>2</sup>The grades may each be raised (with the exception of the grade "summa cum laude") or lowered (with the exception of the grade "rite") by 0.3.

(3) The grade for the dissertation shall be computed as the arithmetical mean of the assessments awarded by the assessors:

up to and including 0.50 summa cum laude

up to and including 1.50 magna cum laude

up to and including 2.50 cum laude

up to and including 3.00 rite.

(4) <sup>1</sup>The overall grade shall be computed as the arithmetical mean of the grade for the oral examination and of the grade for the dissertation. <sup>2</sup>The dissertation is multiplied by a factor of 2 and the oral examination by a factor of 1 before adding them into the calculation. Once the individual results have been evaluated, the provisions set down in Regulation 3 shall apply *mutatis mutandis*.

(5) The doctoral candidate shall be informed about the outcome of the doctoral examination immediately after it has been determined.

### **Regulation 22 Failure, Discontinuation, Repetition of the Oral Examination**

(1) <sup>1</sup>Should the candidate's knowledge prove unsatisfactory, the oral examination shall be deemed as failed. <sup>2</sup>If the candidate should miss the examination date or cancel the examination, it shall be deemed "failed" unless there is good cause. <sup>3</sup>The Examination Committee must immediately be notified in writing of good cause which must be presented in a substantial and credible manner. <sup>4</sup>If the withdrawal or default is due to illness, the candidate must furnish without delay a medical certificate stating the probable duration of the illness preventing them from taking the examination unless the illness is obvious. <sup>5</sup>If the reasons given are accepted, a new examination date shall be scheduled.

It is possible to repeat a failed oral examination within one year, if so requested by the doctoral candidate. <sup>2</sup>A second repetition shall not be possible; failed examinations in a doctoral procedure at other universities in one of the subjects in the Faculty of Social Sciences shall count towards the examination in the doctoral degree programme in "Social Sciences" at the Georg-August University. If the candidate fails the examination definitively, their doctoral studies shall be deemed to have been failed.

### **Regulation 23 Safeguarding Provisions**

(1) <sup>1</sup>If the person to be examined credibly demonstrates that they are not in a position (e.g. on account of a long-lasting illness or a permanent physical handicap) to deliver examination-related achievements or any portion thereof in the prescribed way, then said person shall be given the opportunity to deliver the examination-related achievements after an extended processing period or equivalent examination-related achievements in another form. <sup>2</sup>This requires that an original certificate issued by a medical specialist be furnished. <sup>3</sup>It is not sufficient to produce a mere copy. <sup>4</sup>The decision shall be made by the Examination Committee.

(2) <sup>1</sup>With respect to the observance of deadlines for first-time examination registration, repeat examinations, the grounds for missing examinations or a free-trial examination and failure to observe processing period deadlines set for examination papers, it shall be deemed that an illness of a close relative and the provision of necessary exclusive care are equivalent to the illness of the examination candidate. <sup>2</sup>Children, parents, grandparents, spouses and cohabitating partners shall be considered close relatives.

(3) <sup>1</sup>Pregnant students shall not be allowed to earn any course-related achievements or examination-related achievements that a doctor's certificate states would endanger the health or life of mother or child. <sup>2</sup>Furthermore, the safeguarding provisions set down in Sections 3, 4, 6 and 8 of the German Maternity Protection Act, the time limits and provisions stipulated in Section 1 paragraph 1 or paragraph 3 subparagraph 3 or, in cases of particular

hardship, paragraph 5, as well as Sections 15 and 16 of the Federal Education Allowance Act on Parental Leave in their currently amended forms, shall apply.

(4) <sup>1</sup>No disadvantages for the candidate may arise from his or her observance of the provisions set down in paragraph 3. <sup>2</sup>The fulfilment of prerequisites set down in paragraphs 1 to 3 must be demonstrated by adequate documents, such as medical certificates, birth certificates, certificates issued by the residents' registration office etc.

## **Part V**

### **Publication of the Dissertation and Execution of the Doctoral Procedure**

#### **Regulation 24 Publication of the Dissertation**

(1) The dissertation must be published.

(2) <sup>1</sup>When publishing a dissertation, the doctoral candidate should take into consideration the recommendations of the assessors on content changes. <sup>2</sup>The assessor must confirm on a revision slip that the dissertation and the conclusions meet the formal requirements for a publication according to paragraph 6.

(3) Apart from printing as a separate written document, reproduction in DIN A 5 format or publication in the Internet archive of the SUB Göttingen shall be sufficient for publication.

(4) The Faculty Council may allow other forms of publication.

(5) <sup>1</sup>Depending on the form of publication, the doctoral candidate must submit to the faculty printed versions of his or her dissertation (mandatory copies), the quantity of which is to be determined by resolution of the Faculty Council. The candidate shall not be reimbursed. <sup>2</sup>These must be submitted within a year after passing the Faculty's oral examination. <sup>3</sup>A doctoral candidate who fails to meet this deadline loses all rights gained through the examination. <sup>4</sup>The Dean of Studies may extend the delivery deadline. <sup>5</sup>The doctoral candidate must submit a justified request before the expiry of the period of one year.

(6) <sup>1</sup>Along with the mandatory copies of the dissertation, the doctoral candidate must submit two summaries in electronic form, each generally one DIN A4-sized page in length, one in German and one in English. <sup>2</sup>These must be published by the Faculty.

(7) <sup>1</sup>The submitted copies must be provided with a cover page, the front and back of which must be styled after the templates shown in Appendix 1. <sup>2</sup>At the end of the dissertation, a short curriculum vitae describing the doctoral candidate's academic career must be included along with information indicating the candidate's date and place of birth, nationality, and length of studies at each university in order of attendance. <sup>3</sup>The Faculty may grant exemption

from these provisions. <sup>4</sup>They shall not apply to copies of the dissertation marketed through retail booksellers.

(8) <sup>1</sup>Publication in the form of individual contributions in publications with external peer review is also acceptable, as long as the publications reflect the overall content of the dissertation.

<sup>2</sup>This shall be confirmed on the revision slip (paragraph 2). <sup>3</sup>The provisions of paragraph 6 shall apply mutatis mutandis.

(9) If the written dissertation is published in parts according to paragraph 8 but does not reflect the overall content of the dissertation, the provisions of paragraphs 2 to 7 shall apply to the parts that have not yet been published.

### **Regulation 25 Finalisation of the Doctoral Procedure**

(1) <sup>1</sup>If the doctoral candidate has met all of the obligations incumbent upon him or her according to the Examination Regulations, particularly regarding submission of the mandatory copies and the summaries in German and English, the Dean shall confer the doctoral degree by presenting the candidate with their final transcript (Appendix 2) and their doctoral degree certificate (Appendix 3), including an English translation upon request. <sup>2</sup>The date on which the doctoral degree is conferred shall be the day the oral examination was completed successfully.

(2) The doctoral candidate is not authorized to bear the title of Doctor until receiving the doctoral degree certificate.

### **Regulation 26 Inspection of Examination Records**

In the period between the completion of the oral examination and the finalisation of the doctoral procedure or within four weeks after the dissertation has been returned for revision or rejected or after the candidate has failed the oral defence, the doctoral candidate is entitled to inspect the written appraisals and the examination records taken, both available at the Dean's Office.

### **Regulation 27 Cheating**

(1) If the doctoral candidate cheats on an examination for personal benefit or the benefit of others and this is not discovered until after the candidate receives their final transcript, the Faculty Council has the right to retroactively correct the grades for those examination-related achievements the doctoral candidate cheated on or to deem the examination to have been failed in whole or in part.

(2) Any holder of a doctoral degree may also be deprived of their title by virtue of legal provisions.

### **Regulation 28 Award of an Honorary Doctorate**

(1) <sup>1</sup>The Faculty Council may confer the title of honorary doctor if two-thirds of the members entitled to vote (among them two-thirds of the professors group) so decide. <sup>2</sup>The Faculty Council draws up provisions governing implementation thereof.

(2) Conferral of the honorary doctorate is finalised once the Dean hands over the degree certificate. <sup>2</sup>In the degree certificate, the academic accomplishments of the individual receiving an honorary doctorate are to be acknowledged.

## **Part VI**

### **Doctoral Studies under Joint Supervision**

#### **with a Foreign University Or Faculty**

#### **Regulation 29 Requirements for a Joint Supervision Procedure**

(1) A doctoral procedure carried out jointly with a foreign university or faculty assumes that

1. an agreement has been reached with the foreign university or faculty as to what constitutes cross-border joint supervision of doctoral studies in question

or

that an individual cooperation agreement for implementing double doctoral studies has been signed with the foreign university or faculty;

2. an admission to the doctoral degree programme has been awarded by the University of Göttingen as well as from the foreign university or faculty.

(2) <sup>1</sup>According to more specific provisions of the agreement in paragraph 1 No. 1, the dissertation may be submitted to the University of Göttingen or to the foreign university or faculty. <sup>2</sup>A dissertation that has already been submitted to and accepted/rejected by the foreign university or faculty may not be resubmitted to the University of Göttingen. <sup>3</sup>The agreement according to paragraph 1 No. 1 must warrant that a dissertation submitted to and accepted/rejected by the University of Göttingen may not be resubmitted to the foreign university or faculty.

(3) <sup>1</sup>If the dissertation is submitted to the University of Göttingen, Regulation 30 shall apply. <sup>2</sup>If the dissertation is submitted to the foreign university or faculty, Regulation 31 shall apply.

## **Regulation 30**

### **Submission to the University of Göttingen**

(1) If the dissertation is submitted to the University of Göttingen, Regulation 10 paragraph 4 shall apply.

(2) <sup>1</sup>During the doctoral procedure, supervision is carried out by an individual authorized to supervise by the University of Göttingen and a professor of the foreign university or faculty. <sup>2</sup>Supervision takes place based on the agreement in accordance with Regulation 29 paragraph 1 No. 1.

(3) <sup>1</sup>In derogation from Regulation 13, the Faculty running the doctoral degree programme shall appoint an Examination Committee in agreement with the foreign university or faculty, which shall be constituted of an equal number of academics and scientists from both universities; the details of the composition are regulated in the agreement pursuant to Regulation 29 paragraph 1 No. 1. <sup>2</sup>Both supervisors for the dissertation should be appointed as examiners.

(4) <sup>1</sup>Once the dissertation has been accepted at the University of Göttingen, it shall be forwarded to the foreign university or faculty for approval on how to proceed. <sup>2</sup>Once the foreign university or faculty grants its approval to proceed, an oral examination according to the provision of Regulations 18 – 22 shall take place at the Faculty of the University of Göttingen that is conducting the doctoral degree programme; in warranted exceptions, the provision of Regulations 18 – 22 may be derogated from under the terms of the agreement according to Regulation 29 paragraph 1 No. 1.

(5) <sup>1</sup>If the University of Göttingen chooses to accept the dissertation but the foreign university or faculty refuses to grant approval to proceed, then the joint procedure is concluded. <sup>2</sup>The doctoral procedure is continued according to the General Provisions of the Doctoral Degree Regulations hereunder. <sup>3</sup>According to Regulation 13, a new Examination Committee must be appointed for the examination.



## **Regulation 31**

### **Submission to a Foreign University Or Faculty**

(1) <sup>1</sup>If the dissertation is submitted to a foreign university or faculty, the foreign university or faculty decides whether to accept the dissertation and/or how to proceed after its assessment. <sup>2</sup>If the decision is positive, the Faculty of the University of Göttingen which is running the doctoral degree programme shall decide on the acceptance of the dissertation according to Regulation 15 [Provisions on the acceptance of the dissertation] once all required assessments are available, taking into consideration the assessment from the assessors at the University of Göttingen. <sup>3</sup>The Dean shall forward the result to the foreign university or faculty. <sup>4</sup>Furthermore, he or she shall forward the names of the examiners to be appointed. <sup>5</sup>The oral examination shall take place at the foreign university or faculty.

(2) <sup>1</sup>Should the dissertation be rejected at the University of Göttingen, then the joint procedure is concluded. <sup>2</sup>The rejected dissertation may not be resubmitted to the University of Göttingen. <sup>3</sup>The provisions on the repetition of the doctoral degree programme shall remain unaffected thereby.

(3) If the foreign university or faculty has rejected the dissertation, then the joint procedure is concluded.

## **Regulation 32**

### **Doctoral Degree Certificate**

After a doctoral procedure under joint supervision by a foreign university or faculty has been successfully concluded, a joint doctoral degree certificate signed by both universities shall be issued, with a statement that the doctoral degree was conferred upon the candidate by both of the participating universities for a scientific achievement.

## **Regulation 33 Decision, appeal**

(1) <sup>1</sup>Decisions of rejection and other incriminating administrative acts made under the various Examination Regulations must be substantiated, include information concerning legal remedies and be notified to the candidate. <sup>2</sup>Appeals against such decisions can be lodged within one month after notification.

(2) Unless such appeal is remedied, the Examination Committee shall pass a ruling thereon, giving due consideration to the procedure set down in paragraph 3.

(3) <sup>1</sup>If the appeal is directed against the evaluation made by one examiner, the Examination Committee shall present this appeal to that examiner for review. <sup>2</sup>If said examiner alters their

evaluation as petitioned, the Examination Committee shall then grant the appeal. <sup>3</sup>Otherwise, the Examination Committee shall review the decision based on the statement of the examiner, paying close attention to whether

- a) The examination procedure had been followed
- b) Generally valid evaluation principles were applied
- c) Exclusively pertinent facts were used consistently throughout the evaluation process
- d) All defensible solutions supported by weighty arguments in a logical fashion were graded as correct.
- e) The examiner was misled by extraneous considerations.

<sup>4</sup>The aforementioned shall apply accordingly whenever an appeal is directed against the evaluation by more than one examiner. <sup>5</sup>Should the objections to examination-specific evaluations and expert assessments be concrete and substantiated, the examination-related achievements shall be evaluated by other examiners not previously involved with the examination in question or the examination shall be repeated by said examiners, inasmuch the first examiner's impartiality appears to be in doubt. <sup>6</sup>A re-evaluation may not result in a grade lower than the initial grade.

<sup>7</sup>The Examination Committee shall swiftly reach a decision with regard to the appeal.

(4) <sup>1</sup>An appeal must be lodged in writing or be taken down for the record by the body issuing the decision. <sup>2</sup>The deadline shall be deemed to have been observed if the appeal is lodged with the Dean of the Faculty of Social Sciences.

(5) <sup>1</sup>Unless such appeal is remedied, a ruling shall be passed thereon. <sup>2</sup>This shall be passed by the Dean of the Faculty of Social Sciences on behalf of the Examination Committee. <sup>3</sup>Notice of this ruling must be substantiated, provided with instructions about the candidate's right to appeal and served to the candidate.

### **Regulation 34 Effective Date and Transitional Provisions**

(1) These Regulations shall become effective on the day after their promulgation in the Official Bulletin of the Georg-August University of Göttingen.

(2) Within one year after these Examination Regulations enter into force, doctoral candidates who have already been admitted to the doctoral degree programme at the Faculty of Social Sciences may petition to have their studies subject to the Examination Regulations hereunder.



**Appendix 1: Cover page of the dissertation**

Front page

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(Title of the dissertation)

Dissertation  
for Conferral of a Doctoral Title  
by the Faculty of Social Sciences  
at Georg-August University of Göttingen

Submitted by

.....  
(Name)

born in .....

Göttingen, .....  
(Year of publication)

Reverse side

**First assessor:** .....  
(Name)

**Additional supervisors:** .....  
(Name)

.....  
(Name)

**Other members of the Examination Committee:**

.....  
(Name)

**Date of the oral examination:** .....  
(Date)