

Procedure of the doctoral process

at the Faculty of Philosophy and Department of Theology (Dr. phil.)

1. the framework doctoral regulations and faculty doctoral regulations Dr. phil. in their respective valid version can be found on the homepage of the Graduate Center and Support of Young Academics of FAU.

Please read the doctoral regulations carefully.

2. registration: At the beginning of your doctoral studies you will be asked to register at the PhD student database (<https://www.docdaten.fau.de>).

3. after that the admission to the doctoral program takes place. For this purpose, please submit all forms required on the application for admission to the Doctoral Office. We kindly ask you to submit the originals of all forms required on the application for admission forms required on the application for admission in the original. The necessary application form for the admission for your doctorate you will receive after registration in our database. Please send everything by mail to: Doctoral Office Dr. phil, Schloßplatz 4, 91054 Erlangen, Germany. In case of successful admission you will receive a notice of admission. On Docdaten you can now download a certificate of your doctoral procedure at any time. If you have any questions regarding enrollment in the doctoral studies, please contact the Student Office directly.

4. when you have finished your dissertation, please take into account the given title page and the 2nd page as indicated on the last page of the Framework Doctoral Regulations. The application for the opening of the Doctoral Procedure you download on Docdaten. Him and including all documents requested on the application together with three adhesive bindings plus an electronic version of your dissertation (CD or USB stick) send it to the doctoral office (Schloßplatz 4, 91054 Erlangen). If you choose an external reviewer, please send an informal application to the doctoral committee.

At www.docdaten.fau.de (Login doctoral candidates) you can access the current status of your doctoral process with your IdM code. you can check the current status of your doctoral studies. In accordance with the framework doctoral regulations, the reviewers have three months to for the preparation of the reviews. Please note that in the case of the evaluation "summa cum laude" another expert opinion is necessary.

6. After receipt of the reviews, the 14-day (28-day during the lecture-free period) display of the (28 days during the lecture-free period) the thesis and the reviews will be displayed in the Faculty of Faculty. Please keep in mind when further planning and scheduling the oral examination that the disputation can only take place after this display can take place.

Please arrange the date of the oral examination (disputation) with the three examiners. three examiners. The date must be communicated to the doctoral office by email at least 16 days before the the date of the examination by email. The duration of the examination is at least 90 minutes and consists of three parts:

1. a presentation of approximately 15 minutes in which the candidate the most important results of the dissertation, followed by a discussion (topic/thesis 1);
2. a scientific discussion on a further topic from the doctoral subject (topic/thesis 2);
3. a scientific discussion on a topic from the field of related disciplines (topic/thesis 3).

The invitations to the oral examination are usually sent out two weeks before the disputation.

weeks before the disputation by the doctoral office. Please send the three theses one week before the disputation by e-mail to all those involved in the examination and to the to the doctoral office. After the successful completion of the oral examination, the overall result will be determined on the basis of the grade for the dissertation. based on the grade for the dissertation and the grade for the oral examination. examination will be provisionally determined by the chairman of the examination board and (after examination of the documents) by the chairperson of the doctoral committee and finally determined by the chairman of the doctoral committee. About the passed examination and the overall result you will receive a provisional certificate, which will be signed by the chairperson of the examination board. Please note point 11 (see below)!

10. the doctoral certificate will be handed over only after you have fulfilled the publication obligation, the fulfillment of which is part of the procedure. 11.

11. you can only fulfill the publication obligation when (on the basis of the relevant certificates from the supervisor) the printing permission has been granted. printing permission/printing release has been granted. The written examination is to be submitted in the approved version to the university library for distribution in one of the following publication forms:

1. six copies, if the complete work identified as a dissertation has been

thesis is published as a book by a commercial publisher and has a minimum
minimum print run of 150 copies is demonstrated, or

2. six copies, if the complete work marked as a dissertation is published by the
work is published by the FAU university publishing house, or

3. a machine-readable version of the dissertation in a data format specified by the university library.
data format specified by the university library; in this case, the candidate grants the university the
right to reproduce the thesis within the scope of its legal duties, to make it available in data and to convert it into other formats.

In the case of publication through a publisher, you must submit a request for early the certificate and guarantee the delivery of the deposit copies within one year within one year. You can find the application on Docdaten.

When publishing your work, please note that the dissertation is considered a as a dissertation of the University of Erlangen-Nuremberg.

If the title of the published version differs, the original title of the dissertation must be noted.
the original title of the dissertation.

The doctoral degree is not awarded until the certificate has been handed over and you are
entitled to use the acquired doctoral title only then. It is not allowed to use a provisional

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