

APPLICATION FOR ADMISSION TO THE DOCTORAL EXAMINATION

Six weeks before the date of the thesis defense and **only after making an appointment for the application day** with the Dean's Office (by e-mail dekanat@phys.uni-goettingen.de or phone 39- 24095)!

The application for admission to the doctoral examination is made online via a single **Lucom form** (via [eCampus](#) with the form "Application for doctoral examination") and takes place on the agreed application date.

1. Your relevant personal information will be transferred (from eCampus) to the application form. The following **data and documents are requested** in the submission form:
 - Final title of your dissertation (identical to the bound version)
 - Specifying your desired doctoral degree (Dr. rer. nat. or PhD)
 - Members of the examination board, including two reviewers, and the email addresses
 - Date, time and location of the thesis defense
2. Furthermore, the following **documents have to be uploaded as PDF files**:
 - One electronic version of your Dissertation (identical to the bound version)
 - Promovierendenerklärung (doctoral students declaration)
 - Curriculum vitae (in addition to CV included in your dissertation)
 - Proof of performance (Leistungsnachweis) signed by the Dean of Studies
 - *for cumulative thesis*: confirmation from one of the supervisors that these manuscripts make up the essential part of the scientific work
 - *for video defence*: consent of the doctoral candidate or consent of the examination committee (dean's office)
 - Other documents (optional): application for restricted online publication, publications
3. After submitting the online form, you will receive an email (at your email-address registered in eCampus) with a PDF of your "**Application for doctoral examination**" in which all data of the application are listed and summarised. This document **must be printed, signed in a legally binding manner and must be submitted to the Dean's Office on the application date** (to meet the deadline for submission).
4. The following **documents must be submitted as hardcopy** to the Dean's Office **on the application date**:
 - signed Application for doctoral examination (Antrag auf Promotionsprüfung)
 - two bound copies of your dissertation (1x Examination Office, 1x Dean's Office)
5. If your **examination committee** wish to have **printed copies**, you have to distribute them yourself on the application date (at the latest 1 working day later).

The examination procedure can only start once the Dean`s office has received the submission of your signed application meets the submission deadline.