

General Regulations for Structured Doctoral Programmes (RahmenO PhD)

of February 08th 2011

Pursuant to § 5 paragraph 1 sentence 2 in connection with §§ 21 paragraph 2 sentence 1, § 29 paragraph 3, § 62 paragraph 2 number 2 of the Law on Higher Education of the Land Brandenburg – Brandenburgisches Hochschulgesetz (BbgHG) of 18 Dec 2008 (GVBl. I/08, Nr. 17, S. 313) as amended – the Brandenburg University of Technology in Cottbus sets itself the statutes as follows:

Table of Contents

General Regulations for Structured Doctoral Programmes (RahmenO PhD).....	1
of February 08 th 2011.....	1
Table of Contents.....	1
§ 1 Scope of Validity	1
§ 2 Goals of the Programme	1
§ 3 Duration and Structure of a PhD Programme	2
§ 4 Application for a PhD Programme.....	2
§ 5 Admission Conditions.....	2
§ 6 Expiration, Termination and Revocation of the Status as Doctoral Candidate	3
§ 7 PhD committee.....	3
§ 8 Doctoral Thesis and Doctorate's Studies	4
§ 9 Modules Accompanying the Studies	4
§ 10 Disadvantage Compensation (in accordance with § 3 paragraph 4 BbgHG)....	5
§ 11 Supervision	5
§ 12 Conclusion of the PhD Programme, Doctorate's Procedure	5
§ 13 Appointment of the supervisors/examiners	6
§ 14 Examination Board.....	6
§ 15 Assessment of the Doctoral Thesis by the examiners	6
§ 16 Acceptance and Rejection of the Doctoral Thesis	6
§ 17 Oral Examination.....	7
§ 18 PhD Examination and Formation of the Final Grade	7
§ 19 Publication of the Doctoral Thesis.....	7
§ 20 Invalidity of the Doctorate and Revocation of the Doctor's Degree	8
§ 21 Certificate and Transcript of Records...	8

§ 22 Special Regulations "Co-Tutelle"	8
§ 23 Rejecting Decisions.....	9
§ 24 Final Stipulations, Commencement.....	9
Annex.....	9
Annex 1: Template for the structure of the special regulations of a PhD Programme	10
of [date]	10
§ 1 Scope of Validity	10
§ 2 Profile and Goals of the PhD Programme	10
§ 3 Structure of the PhD Programme	10
§ 4 Subject-related Admission Requirements	10
§ 5 Commencement	10
Annex: Structure of Modules accompanying the Studies	10
Annex 2: Template of the Cover Sheets for the Doctoral Thesis	11
_____ Title of the PhD thesis	11

§ 1 Scope of Validity

¹This regulation governs the general foundations and procedures in the implementation of internationally minded, English language, structured PhD Programmes at the BTU Cottbus. ²Besides the doctoral thesis, the PhD Programme is comprised of a modular set of classes. ³Successful completion leads to the awarding of the degree "Doctor of Philosophy (PhD) in [*Name of the programme*]".

§ 2 Goals of the Programme

A PhD Programme is supposed to reach the following goals:

- connecting the topic of the doctoral thesis to a superior scientific framework,
- examining topics related to the student's field of research as well,
- training of the PhD student regarding a technically founded illustration, discussion and defence of scientific theories and findings,

- raising the PhD student's awareness for inclusion of their area of research in a trans-disciplinary and international approach.

§ 3 Duration and Structure of a PhD Programme

(1) ¹As a rule, a PhD Programme comprises six semesters. ²The PhD student shall have the opportunity to complete scientific research in this time. ³In addition to the research, a PhD student is required to participate in the modules of the PhD Programme (§ 10).

(2) ¹The relevant special regulations can allow for a PhD Programme to be combined with an appropriate Master Programme at the BTU Cottbus as a "Fast Track Programme". ²In a Fast Track Programme, students with exceptional grades may be enrolled, on application, in the PhD Programme without completing a Master's Degree after completion of the first year of the Master Programme (60 credits, regular study plan). ³Details are governed by the relevant regulation.

§ 4 Application for a PhD Programme

(1) ¹Admission to a PhD Programme requires an application. ²The application has to be sent to the Brandenburg University of Technology Cottbus. ³The application papers have to include the following:

1. filled in application form,
2. two passport photos,
3. curriculum vitae,
4. outline of the doctoral thesis,
5. proof of qualification for higher education (certified copy),
6. certificates and records of university degrees (certified copy),
7. summary of final thesis,
8. two reference letters and
9. proof of good command of English.

⁴Applicants with a degree in accordance with § 5 paragraph 1 number 2 must provide proof of scientific work done since the degree was awarded.

⁵Applicants should furthermore include:

10. proof of a good command of German and

11. proof of social and/or political work they have been involved in.

(2) Furthermore, the following is to be added to the application:

1. a statement as to whether there is a hindrance for admission according to § 5 paragraph 6,
2. sworn statement or affidavit whether applications for a doctoral thesis have been submitted before and with what result stating the time, the respective university, the faculty and the topic of the doctoral thesis, if applicable.

(3) ¹Admitting the student to a PhD Programme is connected to the matriculation as PhD student. ²A transfer into the German doctorate's programme at a faculty of the BTU is possible only by application and after confirmation by the thesis supervisor.

(4) ¹An application for being admitted to the PhD programme can be filed at any time and is normally to be decided upon within a period of three months by the corresponding faculty council. ²Admission occurs at the beginning of the upcoming semester.

§ 5 Admission Conditions

(1) After applying, a student is admitted to a PhD Programme if they provide evidence for

1. having completed a relevant Master's Degree at a university or equivalent institution of higher education (§ 29 paragraph 4 sentence 2 BbgHG) or an equivalent degree (compare § 26 paragraph 1 sentence 4 BbgHG),
2. having completed a degree after relevant university studies of at least six semesters (Bachelor's Degree), relevant scientific work and studies as well as the successful completion of an aptitude test procedure at the BTU, or
3. having completed relevant scientific university studies with a standard period of at least eight semesters including an integrated scientific final thesis outside the area of validity of the German Higher Education Act which is equivalent to the respective German degree.

(2) The PhD committee decides on the criterion of relevance and on exceptions.

(3) ¹The aptitude test procedure from paragraph 1 number 2 determines whether the applicant has the required scientific qualifications to successfully complete the degree. ²The PhD committee may require an oral or written examination in addition to the required proof in accordance with § 4 paragraph 1 sentence 4. ³The contents of the test must allude to the scientific requirements of the PhD Programme generally and to the topic of the doctoral thesis specifically. ⁴The test must be passed with at least a “good” (2.3) result.

(4) ¹The equivalence agreements by the Standing Conference of the State Ministers of Education and the Arts and the Conference of Presidents and Rectors of Universities and Other Higher Education Institutions are the measure for the equivalence of institutions in paragraph 1 number 3. ²Furthermore, the Center for Foreign Education Systems can be consulted. ³Insofar no agreements are nonexistent or if further accreditation is applied for, the PhD committee decides on matters of equivalence. ⁴Divergent accreditation schemes as per agreements with foreign partner universities remain untouched.

(5) ¹The PhD committee may accept an applicant not meeting the conditions according to paragraphs 1 to 4 as PhD student provided he or she has shown extraordinary scientific performances and three university teachers of the Faculty apply for his or her admission. ²The extraordinary scientific performance has to be confirmed by references of at least two assessors who are not members of the BTU.

(6) Applications for a PhD programme have to be rejected if they have failed in a doctorate's procedure more than once, have been deprived of the doctor's degree due to an attempt at deception or had to terminate the doctorate's procedure due to an attempt at deception.

(7) Further conditions for admission are the following:

1. a binding statement from a university teacher of the faculty involved in the PhD Programme regarding the supervision of the student,
2. proof of sufficient command of English (internet based TOEFL test at least 79 points or equivalent level) as well as
3. positive evaluation in an internal university evaluation procedure.

(8) Admission is only possible as long as the capacity of the PhD Programme in question has not been met.

(9) ¹If the requirements for acceptance into the PhD programme according to paragraphs 1 to 4 as well as 7 to 8 are met, the application may only be rejected when the Faculty does not have any competence in the topic of the thesis. ²The decision on that is at the discretion of the PhD committee.

§ 6 Expiration, Termination and Revocation of the Status as Doctoral Candidate

(1) ¹The status of a doctoral candidate expires after finishing the doctorate's procedure, but not later than after 6 years unless an application for extending the period has been filed before the expiry of the period. ²This application is decided upon by the PhD committee after consultation with the supervisor.

(2) Should the PhD student fail in their obligation to cooperate or a severe scientific malpractice is detected, the PhD committee reserves the right to deny the status of Doctoral student following a hearing that includes the PhD student as well as their supervisor.

§ 7 PhD committee

(1) ¹The Dean is supported by the PhD committee in the implementation of the PhD programme. ²The PhD committee takes decisions by simple majority. ³The PhD committee may decide to delegate powers and tasks to its chair.

(2) ¹The PhD committee is made up of five university teachers of the BTU Cottbus and one scientist with a doctor's degree of the BTU Cottbus as members eligible to vote as well as one representative of the PhD students as advisory member. ²The members are elected by the faculty council for terms of two years. ³The PhD committee elects one of its members to be chair as well as a deputy chair. ⁴§9 paragraph 3 of the Basic Regulations of the BTU Cottbus (ABl. 16/2005) is applicable here.

(3) ¹The PhD committee checks the conditions of admission and makes a recommendation to the faculty council regarding the admission of the applicant PhD student. ²The PhD committee monitors the university's internal grading procedure, appoints a supervisor, checks the adherence to the stipulations set forth in the

modules and forms the overall grade. It checks whether all obligations for the admission to the doctorate's procedure are fulfilled, and thereby prepares the decision of the respective faculty council upon opening the doctorate's procedure, the appointments of the examiners and further members of the Examination Board in single cases.

(4) ¹The PhD committee may make decisions if half the voting members are present, among them either the chair or his or her deputy. ²In case of a tie, the chair's vote is decisive.

§ 8 Doctoral Thesis and Doctorate's Studies

(1) Doctorate's studies are composed of writing a doctoral thesis, passing an oral examination and completing the modules according to § 9.

(2) ¹The PhD Student writes a doctoral thesis in English language. ²The oral examination is conducted in English language. ³Exceptions are up to the discretion of the PhD committee.

(3) ¹The doctoral thesis is to work at trans-disciplinary and/or internationally oriented topics that fit the contextual framework of the respective PhD Programmes. ²Stays abroad for research purposes are expressly desired and are supported by the BTU or the respective faculty in the framework of existing cooperation agreements.

(4) ¹The doctoral thesis is based on independent research and provides some progress in the level of scientific findings. ²Papers from earlier examinations may not be used. ³The doctoral thesis may be published before, in part, with consent of the supervisor.

(5) ¹When a PhD student presents a joint research paper as doctoral thesis the individual parts of the paper must be clearly identifiable and sufficient to meet the requirements towards a doctoral thesis. ²Several single papers may be connected to a doctoral thesis in case a scientifically founded illustration of the relation towards research can be provided.

§ 9 Modules Accompanying the Studies

(1) The aims of participating in the modules are:

- guaranteeing supervision of the PhD student,

- exchanging knowledge with other scientific experts,
- training to integrate the research paper in a trans-disciplinary context.

(2) ¹The required modules are to be defined in the special regulations of a PhD Programme. Fundamentally, the following aspects shall be considered:

1. Imparting and exchange of scientific working techniques,
2. the exchange and discussion of the various doctoral thesis topics and the progress in the context of the thematic scope of the PhD Programme,
3. dealing with recent developments in research in the context of the thematic scope of the PhD Programme, possible with the inclusion of external experts.

²The complete scope of the accompanying modules may not exceed 30 credits, so as to allow for sufficient time for research. ³For every module, a module description in accordance with the "Guideline for Modularization" is to be created and published in the module database of the BTU Cottbus.

(3) ¹Regular attendance in the modules is required. ²The PhD student has to register for attending the modules at the Student Secretariat within the first three weeks of a lecture period. ³Performance is normally checked by presentations in the seminars and/or by scientific papers. ⁴All modules must be completed with at least "sufficient" according to the following scale:

- | | |
|--------------|---|
| 1,0/1,3: | very good
-an outstanding performance |
| 1,7/2,0/2,3: | good
-an above average performance |
| 2,7/3,0/3,3: | satisfactory
-a performance that meets the average requirements |
| 3,7/4,0: | sufficient
-a performance that meets requirements despite faults |
| 5,0: | insufficient
-a performance that fails to meet requirements due to severe faults |

(3) The grades gained in the modules are to be reported to the Student Secretariat.

(4) ¹The Student Secretariat determines the overall grade and relays this to the PhD committee. ²The weighting of the individual modules is to be determined in the respective special regulations. ³Only the first decimal point is considered; all other decimals are ignored without rounding.

(5) PhD Students may apply for being released from participating in single training sessions for the period of a stay abroad or for significant reasons.

§ 10 Disadvantage Compensation (in accordance with § 3 paragraph 4 BbgHG)

(1) If a student is unable to complete examinations and study performances in whole or in part in the designated form for reasons of

- extended illness or
- permanent physical impairment or
- pregnancy or
- protective time intervals or
- care for persons with a child in the own household or
- illness/disability of a close relative (close relatives are children, parents, grandparents, spouses and non-marital partners),

the PhD committee, in consultation with the student and examiner and on written application, sets down measures by which examination and study performances of equal weight may be completed.

(2) ¹The student is eligible to partake in performance verifications after the passing of their deadlines for situations mentioned in paragraph 1. ²The same counts for deadlines regarding repeat examinations.

(3) ¹Deadlines can only be postponed up to two semesters. ²The eligibility expires with the end of the semester during which the conditions end.

(4) The implementation of this rule is initiated upon application.

§ 11 Supervision

(1) ¹The PhD student is supported by a supervisor in the participation in the PhD programme. ²The student also has access to the scientific coordinator of the PhD programme as a mentor.

(2) ¹In order to integrate foreign and German participants, activities beyond training sessions are offered. ²Foreign participants shall take part in courses of German language.

(3) ¹A change of the supervisor has to be applied for in writing, enclosing a new draft of the doctoral thesis and the consent to take over supervision. ²The PhD committee would decide upon the application after hearing the previous supervisor.

§ 12 Conclusion of the PhD Programme, Doctorate's Procedure

(1) ¹The PhD Programme ends with concluding the Doctorate's Procedure. ²The Doctorate's Procedure includes the handing in of the Doctoral Thesis, the examination of the Doctoral Thesis and the oral examination.

(2) The student may only be admitted to the Doctorate's Procedure if they show a successful conclusion of all modules according to § 9.

(3) Conditions for admitting the PhD student to the examination are:

1. application in due form
2. no negligent deception regarding the conditions for accepting a PhD student or for admitting him or her to the examination.

(4) ¹Application for admission has to be sent in writing to the PhD committee, which will then forward a recommendation to the faculty council regarding the admission after reading the documents. ²The faculty council decides on the admission. ³The application has to contain the topic of the doctoral thesis as well as the name of the supervisor. ⁴The written application is to be accompanied by:

1. CV illustrating life and training stages of the PhD student,
2. four bound copies of the doctoral thesis with machine-written text in a form ready for print,
3. one copy of each possible previous publication of the doctoral thesis,
4. a sworn statement or affidavit stating that the PhD Student worked out the doctoral thesis by themselves and that all used aid is listed in the doctoral thesis,
5. a statement that publication of the doctoral thesis would not infringe property rights.

(5) The application may be withdrawn until ten days before the examination unless the procedure had been terminated by a rejection.

§ 13 Appointment of the supervisors/examiners

(1) ¹On recommendation of the PhD committee, the faculty council appoints at least two examiners. ²The appointment of a further examiner that isn't a member of the BTU is strongly recommended. ³As examiners appointed are normally:

1. University teachers (professors),
2. Extraordinary professors,
3. Honorary professors,
4. Junior professors,
5. Guest professors and
6. Private lecturers.

⁴Private lecturers can work as examiners only when at least two years have elapsed since their habilitation.

(2) One of the examiners must be the supervisor.

§ 14 Examination Board

(1) ¹On recommendation of the PhD committee and after the decision to admit a student, the faculty council appoints the examination board. ²This board evaluates the performance and decides upon awarding the doctor's degree.

(2) Members of the examination board are:

1. the examiners,
2. a university teacher (professor) as the Chair of the examination board,
3. a member of the academic staff with a doctorate as observer with a consulting vote.

(3) ¹The Examination Board may make decisions if half the voting members are present, among them either the chair or their deputy. ²In case of a tie, the Chair's vote is decisive.

§ 15 Assessment of the Doctoral Thesis by the examiners

(1) ¹The examiners separately present their evaluation to the PhD committee with the grades: very good (1), good (2), satisfactory (3), sufficient (4), insufficient (5). ²Intermediary

grades (raising or lowering by 0.3) are permissible. ³The PhD committee hands over these evaluations to the members of the examination board. ⁴If one examiner does not present his or her result within the period of three months the PhD committee is to appoint a different examiner.

(2) ¹The examiners' evaluations as well as the doctoral thesis are presented for inspection by the persons of the Faculty stated in § 14 paragraph 1 No 1 to 6 in the dean's office. ²This is to be announced by a circular. ³The period of presentation is two weeks during the lecture period or six weeks during lecture free periods. ⁴Objections against the examiners' opinions or the doctoral thesis are to be submitted in writing or by electronic mail not later than 2 working days after the expiry of the presentation period. ⁵The objection is to be sent to the PhD committee which then presents it to the examination board for a statement. ⁶Persons raising objections are to be considered to be persons involved.

(3) ¹Each examiner can make a positive evaluation of the doctoral thesis conditional upon the PhD student's readiness to consider objections by improvements or amendments of the doctoral thesis. ²For this purpose, and if mutually agreed upon by the examiner and the PhD student, the doctoral thesis can be returned to the PhD student for revision. ³As soon as the revised doctoral thesis is presented, the period according to paragraph 1 starts again. ⁴The original evaluation has to be valid in case the PhD student denies a revision or does not meet the deadline for the revision stipulated by the Chair of the PhD committee.

§ 16 Acceptance and Rejection of the Doctoral Thesis

(1) ¹The doctoral thesis is rejected by the Examination Board as insufficient for a doctorate if two or more examiners evaluate it as "insufficient". ²The same applies if one opinion evaluates the doctoral thesis as "insufficient" and no examiner's opinion evaluates it better than "sufficient". ³In the case mentioned last the PhD committee may appoint an additional examiner.

(2) The Examination Board rejects a doctoral thesis as performance for a doctorate when the PhD student is guilty of an attempt at deception.

(3) When the Examination Board rejects a doctoral thesis as performance for a doctorate, the doctoral procedure is finished.

(4) When a doctoral thesis is rejected as performance for a doctorate, the PhD Student can apply one more time for a doctoral procedure with a new topic of a doctoral thesis at the BTU.

(5) In all other cases the Examination Board accepts the paper.

§ 17 Oral Examination

(1) ¹After accepting the paper, the Examination Board fixes the date of the oral examination. ²The oral examination takes place not earlier than one week after the expiry of the presentation period. ³As a rule, members of the university may participate. ⁴Place and time of the examination are to be announced to the concerned persons by circular.

(2) ¹The oral examination requires the presence of at least 2/3 of the members of the Examination Board. ²If one member cannot attend, the PhD committee may appoint a substitute. ³First, the PhD student delivers an introduction to their doctoral thesis for 20 minutes. ⁴This is followed by the scientific discussion. ⁵This discussion takes at least 60 minutes. ⁶The observer takes the minutes of the examination which have to include the names of the members of the Examination Board, the duration of the examination, an outline of the items being discussed, the performance during the examination and the grades. ⁷The discussion is to prove the student's knowledge, the independent and in-depth mastery of the scientific topic of the doctoral thesis as well as the familiarity with the latest research.

(3) ¹If the student fails to appear on the day of the oral examination without stating verified good reasons, the oral examination is considered to be failed. ²A failed oral examination can be repeated once.

§ 18 PhD Examination and Formation of the Final Grade

(1) The PhD committee informs the Examination Board about the overall grade of the modules.

(2) ¹The members of the Examination committee having a vote evaluate the performance in the oral examination separately with the

grades:

very good (1), good (2), satisfactory (3), sufficient (4), insufficient (5).

²Intermediary grades (raising or lowering by 0,3) are permissible.

(3) ¹After the oral examination, the Examination Board forms the overall grade in a private meeting. ²The overall grade is formed with 1/6th from the grade of the modules, 2/3rds from the arithmetic mean of the grades from the written paper, and 1/6th from the arithmetic mean of the oral examination. ³Only the first decimal point is considered; all other decimals are ignored without rounding.

(4) ¹On the basis of the resulting overall grade, the admissible final grades "magna cum laude" (very good), "cum laude" (good) and "rite" (passed) are awarded as follows:

Overall Grade	Academic Distinction
$1.0 \leq x < 1.5$	magna cum laude
$1.5 \leq x < 2.5$	cum laude
$2.5 \leq x \leq 3.3$	rite

²In case of an overall grade of 1.0, the Examination Board may unanimously decide to award the academic distinction "summa cum laude".

(5) The PhD student may receive the doctor's degree only if the written thesis, the oral examination as well as the performance in the modules have separately been evaluated with at least the grade "satisfactory" (3.3).

(6) The Chair of the Examination Board privately informs the PhD student about the result of the examination, the evaluation of the doctoral thesis and of the oral examination as well as about the overall grade of the doctorate.

§ 19 Publication of the Doctoral Thesis

(1) ¹The PhD student is obliged to make the doctoral thesis public for scientists in an appropriate way. ²Publication requires that the doctoral thesis is ready to be printed. ³The Chair of the PhD committee decides whether this condition is met.

(2) ¹The doctoral thesis has to be published within one year after announcement of the final

grade; otherwise all rights acquired by the examinations expire. ²On application by the PhD student, the PhD committee can extend the period for the publication of the doctoral thesis in special cases.

(3) ¹This obligation for publication is considered to be met when the PhD student hands the required copies of the doctoral thesis over to the Faculty free of costs; the copies must be durably fixed and printed on non-ageing wood and acid-free paper. ²Additionally the dissemination must be guaranteed by the following:

- a) delivery of further copies, 40 copies in Arts and Social Sciences and 20 copies in Natural Sciences and Engineering, each in book or photo print on non-ageing wood and acid-free paper and durably fixed, to the university library or
- b) proof for publication in a scientific magazine or in a miscellany and the delivery of two special prints to the university library or
- c) proof for the dissemination of the doctoral thesis via book trade by a commercial publisher with a circulation of at least 150 copies and delivery of 20 free copies of the printed and bound doctoral thesis to the university library. With the publication by print on demand procedure, the doctoral thesis needs to be available with the publisher under the ISBN for 10 years. Or:
- d) delivery of an electronic version with a format and data medium to be agreed upon with the university library and of further 5 printed and bound copies to the university library. The candidate declares in a sworn statement or an affidavit that the electronic and the printed versions are identical, imparts to the university library the right to provide the doctoral thesis in data networks for public use and delivers metadata in German and English for publication in the internet via a registration form.

³In case of a), the university undertakes to keep the appropriate amount of copies for exchange for at least 4 years. ⁴In the cases a) and d) the candidate authorizes the BTU to make and disseminate further copies within the legal framework of tasks of a university library. ⁵All forms of publications have to state that it is a doctoral thesis as well as list the location of where the doctoral thesis was turned in.

(4) ¹The cover sheet is to be designed according to the template in the annex of the PhD regulation. ²If the overall grade of the doctoral thesis deviates from an examiner's evaluation, this examiner may ask to not have their name listed on the cover page.

§ 20 Invalidity of the Doctorate and Revocation of the Doctor's Degree

(1) ¹The PhD committee can terminate the procedure at any stage or deny to complete the procedure before awarding the doctor's degree when the PhD student proves to have deceived to an essential extent in the procedure or when essential conditions for accepting the student did not exist. ²The doctorate's procedure is suspended during investigations and criminal proceedings or during serving a sentence for a criminal offence which is unworthy of a candidate for a doctor's degree.

(2) ¹The doctor's degree can be revoked later when there are findings that the award of the doctor's degree was against the law, in particular when the degree was achieved by means of deception. ²The deprivation is decided upon by the Faculty's Council with the majority of the university teachers by application of the PhD committee. ³The doctor's certificate is to be confiscated or made invalid in another way.

(3) All German universities with doctorate's programmes are informed about the invalidity of the performance for the doctorate or the revocation of the doctor's degree by the BTU Cottbus.

§ 21 Certificate and Transcript of Records

(1) ¹A PhD Certificate as well as a Transcript of Records in the PhD Programme signed by the Dean of the responsible Faculty and by the President of the BTU Cottbus is issued stating the successful completion of the doctorate's procedure. ²These documents will be made available in German and English. ³Further details are covered by a directive on graduation documents.

(2) With receipt of this PhD Certificate, the PhD student is entitled to hold the title "Doctor of Philosophy (Ph.D.) in [*Name of the PhD Programme*]".

§ 22 Special Regulations "Co-Tutelle"

¹For joint doctorate's procedures with other institutions, different regulations may apply

which deviate from these PhD regulations and which take the regulations of the partner university into consideration without opposing these PhD Regulations. ²The regulations apply to the specific case and have to be confirmed by the Faculty's Council.

§ 23 Rejecting Decisions

¹Rejecting decisions according to these regulations have to be supported by reasons, completed by legal instructions and announced in writing by the Chair of the PhD committee. ²An appeal is to be decided upon by the Faculty Council unless not yet settled by the PhD committee. ³Filed documents, copies of the doctoral theses as well as the examiners' evaluations remain in the files of the Faculty.

§ 24 Final Stipulations, Commencement

(1) These regulations come into force on the day after announcement.

(2) ¹Previous existing PhD Programmes at the BTU Cottbus adjust their regulations through the forming of special regulations according to Annex 1 within a year of the commencement of this regulation. ²PhD students who had been accepted before the commencement of these regulations are phased over into these regulations as well as the relevant special regulations.

Annex

Annex 1: Template for the structure of the special regulations of a PhD Programme

Annex 2: Template for title pages of doctoral theses

Annex 1: Template for the structure of the special regulations of a PhD Programme

Special Regulations of the PhD Programme [Name]

of [date]

Pursuant to § 5 paragraph 1 sentence 2 in connection with §§ 21 paragraph 2 sentence 1, § 29 paragraph 3 of the Law on Higher Education of the Land Brandenburg – Brandenburgisches Hochschulgesetz (BbgHG) of 18 Dec 2008 (GVBl. I/08, Nr. 17, S. 313) as amended – the Brandenburg University of Technology in Cottbus sets itself the statutes as follows:

§ 1 Scope of Validity

This regulation governs the subject-related features of the PhD Programme *[Name]*. It is only valid in connection with the general regulations for structured PhD Programmes (RahmenO PhD) as amended. In case of doubt, the general regulations take precedence.

§ 2 Profile and Goals of the PhD Programme

[Description of the profile, topic of research, involved disciplines, etc.]

§ 3 Structure of the PhD Programme

[here: Fast track regulations, if applicable]

[Name modules accompanying the studies and determine their scope, link to Annex 1]

Successful completion leads to the awarding of the degree “Doctor of Philosophy (PhD) in *[Name of the programme]*”.

§ 4 Subject-related Admission Requirements

[Name relevant classes referring to § 5 of the general regulations]

§ 5 Commencement

These regulations come into force on the day after announcement.

[if necessary, transition regulations for changed regulations]

Annex: Structure of Modules accompanying the Studies

“Regular scope of studies”

Annex 2: Template of the Cover Sheets for the Doctoral Thesis

Cover sheet for the copy of the doctoral thesis to be submitted together with the application for a doctorate

- DIN A 4 -

_____ Title of the PhD thesis _____

A thesis submitted to the Faculty of xxxxx at the Brandenburg University of Technology in Cottbus in partial fulfilment of the requirement for the award of the academic degree of Doctor of Philosophy (Ph.D.) in xxxx.

by

..... , (academic degree)¹

(First and family name, if applicable birth name)

from

(Place of birth, including town, region and country)

Cover sheet for the compulsory copies to be delivered after having passed the doctoral examinations

- DIN A 4 -

_____ Title of the PhD thesis _____

A thesis approved by the Faculty of [Name] at the Brandenburg University of Technology in Cottbus in partial fulfilment of the requirement for the award of the academic degree of Doctor of Philosophy (Ph.D.) in [Name].

by

.....
(First and family name, if applicable birth name, academic degree)

from.....

(Place of birth, including town, region and country)

First examiner (supervisor): _____

Second examiner: _____

Day of the oral examination: _____

¹ Depending on customs, list the academic degree before or after the name.

Execution is based on the decision of the Senate of 13 January 2011, the approval by the President of the Brandenburg University of Technology in Cottbus of 08 February 2011 as well as the notice to the Ministry of Science, Research and Culture of the Land Brandenburg in the letter dated 08 February 2011.

Cottbus, 08 February 2011

Walther Ch. Zimmerli
Prof. Dr. habil. DPhil. h.c. (University of Stellenbosch)
President