



**Doctoral Regulations
for the
Faculty of Humanities & Social Sciences
at the University of Bayreuth
Dated 15 September 2017**

Pursuant to Article 13(1) sentence 2 in conjunction with Article 64(1) sentence 4 of the Bavarian Higher Education Act (Bayerisches Hochschulgesetz – BayHSchG), the University of Bayreuth hereby issues the following Doctoral Regulations for the Faculty of Humanities & Social Sciences:

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Section 1

Doctoral Degree

- (1) ¹The Faculty of Humanities & Social Sciences at the University of Bayreuth shall award the academic degree of “Doktor der Philosophie” or “Doktorin der Philosophie” on the basis of these doctoral degree regulations. ²The abbreviation of this degree shall be “Dr. phil.”.
- (2) The award of a doctoral degree shall serve as evidence of having completed independent academic research at a level that substantially exceeds the requirements set forth in Section 8 hereof for admission to doctoral studies.
- (3) Award of a doctoral degree shall require doctoral students to write an academic thesis (dissertation) independently and pass an oral examination (a viva voce examination).
- (4) ¹The Faculty of Humanities & Social Sciences at the University of Bayreuth shall have the ability to award the academic degree of “Doktor der Philosophie ehrenhalber” or “Doktorin der Philosophie ehrenhalber” pursuant to Section 23 hereof. ²The abbreviation of this degree shall be “Dr. phil. h. c.”.

Section 2

Eligibility to administer examinations

¹Eligibility to administer examinations shall be extended to those persons at the Faculty of Humanities & Social Sciences who, under Article 62 of the Bavarian Higher Education Act (Bayerisches Hochschulgesetz, BayRS 2210-1-1-WFK) in conjunction with the Higher Education Examiners Act (Hochschulprüferverordnung, BayRS 2210-1-1-6-WFK), are eligible to administer examinations. ²If proposed by the dean, members of other faculties at the University of Bayreuth or other German or international institutions of higher education may also be appointed as examiners, provided they meet the qualification requirements specified in Article 62(1) of the Bavarian Higher Education Act (BayHSchG) in conjunction with Section 4 of the Higher Education Examiners Act (HSchPrüferV) or equivalent requirements.

Section 3

Examining body

The examining body shall be the doctorate committee of the Faculty of Humanities & Social Sciences.

Section 4 Doctorate committee

- (1) Unless otherwise stipulated in these doctoral degree regulations, the doctorate committee shall be responsible for executing the doctoral procedure.
- (2) ¹The doctorate committee's members shall be the dean and seven further teaching staff members who are eligible under Section 2 hereof to administer examinations; assessors and examiners who are not already members of the doctorate committee shall also join the committee beginning at the time of their appointment. ²The seven members of the doctorate committee shall be elected by the faculty council. ³The doctorate committee shall be elected for a two-year term. ⁴The chair of the doctorate committee shall be the dean or, in his or her absence, the vice dean. ⁵The chair shall preside over the doctorate committee's meetings and manage its business.
- (3) ¹The doctorate committee shall meet quorum when all members have been summoned in writing one week prior to the meeting and the majority of members are present. ²The committee shall pass resolutions based on the majority of votes cast. ³It shall not be permitted to abstain from voting, cast secret ballots or vote by proxy. ⁴Should a vote result in a tie, the chair shall have the casting vote. ⁵Exclusion on the basis of personal involvement shall be governed by Article 41(2) of the Bavarian Higher Education Act (BayHSchG). ⁶Decisions taken by the doctorate committee shall be communicated to applicants in writing by the dean; decisions having an adverse impact on applicants shall state reason and provide information on the right to appeal.
- (4) ¹The extended doctorate committee of the Faculty of Humanities & Social Sciences shall be responsible for awarding honorary doctoral degrees. ²This committee shall comprise those at the Faculty of Humanities & Social Sciences whose primary occupation is teaching at the university. ³The dean may invite to meetings professors who have qualified for release from duty or are retired; such professors shall play an advisory role.

Section 5 Examination subjects

- (1) ¹Applicants may choose between individual subject examinations or an academic colloquium to qualify for the award of a "Doktor der Philosophie" or "Doktorin der Philosophie" degree. ²Where applicants choose a viva voce examination in the form of individual subject examinations, they shall name a main subject and two secondary subjects. ³The main subject shall be the one in which the topic of the applicant's doctoral thesis is based. ⁴Where candidates decide on a viva voce examination in the form of an academic colloquium, it shall be examined by the primary and secondary assessors of the thesis as well as the representative from a further subject proposed by the candidate. ⁵One of the examiners shall not belong to the discipline in which the thesis was written (see Section 16.3 hereof).

- (2) ¹Candidates may choose as their main and secondary subjects any subjects that are represented at the Faculty of Humanities & Social Sciences by a university instructor. ²Candidates may also choose as their secondary subjects any subjects that are represented at other faculties of the University of Bayreuth by a member of the university teaching staff.
- (3) The doctorate committee may permit a secondary subject that is not represented at the University of Bayreuth if there exists a technical relationship between it and a subject represented at the Faculty of Humanities & Social Sciences.
- (4) ¹Applicants whose thesis subject is represented at the Faculty of Humanities & Social Sciences by a professor yet who are admitted into a doctoral programme or structured doctoral studies at the University of Bayreuth may obtain their doctoral degree based on the regulations applicable to the relevant doctoral programme or structured doctoral studies. ²Supervision by a subject representative from the Faculty of Humanities & Social Sciences shall be ensured.

Section 6

Alliances with universities of applied sciences (Fachhochschulen/HAWs)

- (1) Within the framework of these doctoral degree regulations, the Faculty of Humanities & Social Sciences at the University of Bayreuth shall enable participation in doctoral studies administered in cooperation with universities of applied sciences (Fachhochschulen/HAWs) and/or the award of joint doctoral degrees with Bavarian universities of applied sciences (Fachhochschulen/HAWs) based on the agreement between Bavarian institutions of higher education dated 19 October 2015.
- (2) Partnership agreements between the universities may provide additional regulations.

Section 7

Supervision, supervision agreement

- (1) ¹Doctoral theses shall normally be supervised by a faculty member who is eligible to administer examinations. ²If doctoral studies are pursued in cooperation with a university of applied sciences (Fachhochschulen/HAW; Section 6 hereof), the thesis shall be supervised on equal terms by teaching staff members of the university of applied sciences who are entitled to administer examinations and those of the university; the supervision agreement shall be concluded jointly between those parties and the applicant.

- (2) ¹As preparation for the doctoral degree, the thesis supervisor(s) and the applicant shall set out the key aspects of their relationship in a written agreement (the supervision agreement). ²The supervisor(s) shall send a copy of the supervision agreement to the doctorate committee. ³The supervisor(s) shall also inform the doctorate committee if an applicant quits doctoral studies. ⁴Where applicants withdraw from doctoral studies pursuant to Section 13 hereof, their supervision agreement shall be null and void.

Section 8

Acceptance for doctoral studies

- (1) Doctoral studies shall commence on receipt of written confirmation of acceptance for doctoral studies at the faculty.
- (2) Applications for admission to doctoral studies shall also involve registering online with the faculty as an applicant.
- (3) ¹Applicants shall apply for admission to doctoral studies through the doctorate committee. ²The following requirements shall be met:
1. Applicants shall hold a qualification for entrance to higher education as defined in the Bavarian Qualification Regulations (Qualifikationsverordnung), as amended.
 2. They shall provide evidence of study related to the subject in which they seek a doctoral degree and shall have completed this study by obtaining (a) a master's, "Magister", "Diplom", state examination or equivalent degree at an academic institution in the Federal Republic of Germany, (b) a master's degree in the subject of their intended doctoral degree from a university of applied sciences (Fachhochschule) in the Federal Republic of Germany or (c) another, equivalent qualification from a German or non-German university, in any case with a final grade of at least "gut" ("good", for law degrees: "voll befriedigend"/"fully satisfactory").
 3. In exceptional circumstances, the doctorate committee may accept for doctoral studies applicants who cannot provide evidence of the final grade specified in Section 8.3.2 if:
 - a) The subject of the intended doctoral degree formed part of a course of study consisting of multiple subjects and that course was completed with a grade of at least "gut" ("good") for the relevant subject, and
 - b) Additional work, worth at least 10 credit points and agreed with the thesis supervisor, is documented, and
 - c) Two members of the faculty with eligibility to administer examinations give their written support to the application for admission and one of those members supervises the thesis

4. Should applicants intend to pursue doctoral studies in a subject other than the main one of the completed course of study, the doctorate committee may accept them for those doctoral studies when:
 - a) The requirements under Section 8.3.1, 8.3.3, 8.3.9, 8.3.10 and 8.3.11 are met, and
 - b) Applicants have already studied the chosen main subject as a secondary subject and have a documented final grade in this secondary subject of at least “gut” (“good”). Additional work, worth at least 10 credit points and agreed with the doctoral supervisor, may also be imposed as a condition of acceptance.
5. Graduates of the following programmes shall be accepted for doctoral studies:
 - a) Interdisciplinary programmes of study involving the Faculty of Humanities & Social Sciences, if applicants meet the requirements under Section 8.3.1 to 8.3.3 and 8.3.9 to 8.3.11
 - b) Other interdisciplinary programmes of study, if:
 - Applicants meet the requirements under Section 8.3.1, 8.3.3, 8.3.9, 8.3.10 and 8.3.11, and
 - Applicants have already studied their chosen main subject as a component of their interdisciplinary programme. The doctorate committee may set additional work for applicants; such work shall be worth at least 10 credit points and agreed with the thesis supervisor.
6. Applicants who have completed a degree for teaching at academic secondary schools (a Gymnasium) or vocational schools (a Berufsschule) may be accepted for doctoral studies with education as their main subject (educational theory/research, including in school-based contexts) if they perform additional, relevant work that is worth at least 15 credit points and agreed with their supervisor.
7. A degree in economics that meets the requirements per Section 8.3.2 also qualifies for the admission to doctoral studies in sport science if applicants intend on obtaining a doctorate in “sport, business and law” or sport management.
8. If applicants choose a history-related subject for their doctorate, they must demonstrate sound knowledge of two foreign languages. Latin language proficiency at “Latinum” level shall be required for doctorates in ancient history, medieval history or early modern history.
9. Applicants may not have proven themselves unworthy of holding the title of “Doktor” through their conduct.
10. Applicants may not have irrevocably failed this doctorate or a similar type of doctoral examination.
11. Applicants may not have already been accepted for doctoral studies in the same subject at another university or doctorate-awarding institution.

- (4) The requirement under Section 8.3.2 hereof shall be deemed satisfied when applicants have passed the aptitude test pursuant to Section 9 hereof or submit documentation of admission to a doctoral programme.
- (5) ¹On application, the doctorate committee shall recognize work that has been completed at universities not subject to the German Basic Law (constitution) as meeting the requirements for admission if that work is equivalent to one of the degrees listed in Section 8.3.2 hereof. ²Equivalence agreements passed by the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany (KMK) and the German Rectors' Conference (HRK) shall be observed. ³Where no such equivalence agreements are available, the doctorate committee may obtain an expert opinion from the KMK's Central Office for Foreign Education (ZAB). ⁴Applicants may submit their application for recognition of academic work performed abroad in advance of their application for admission to doctoral studies.
- (6) Applications for admission to doctoral studies shall be accompanied by the documents required as evidence of meeting the requirements under Section 8.3, by the supervision agreement pursuant to Section 7 and by statements from the applicant per Section 8.3.9 to 8.3.11.
- (7) ¹Applicants shall receive confirmation signed by the chair of the doctorate committee on whether they have met the requirements for admission to doctoral studies. ²Admission to doctoral studies shall be denied if the requirements specified in Section 8.3 hereof have not been met. ³Section 4.3 hereof shall apply.

Section 9

Test of aptitude for doctoral studies

- (1) Applicants meeting one of the following criteria may take a test of aptitude for doctoral studies:
1. Graduates of a bachelor's (fast-track) or "Diplom (FH)" programme or programme for teaching at primary or non-academic secondary schools, with a grade of at least "gut" ("good") for their final assessment and a final thesis graded "sehr gut" ("very good")
 2. Applicants who wish to pursue a doctorate in a subject different to one they have previously studied and who do not fall under Section 8.3.3 to 8.3.7

3. Graduates of a programme that was provided at a location not subject to the Basic Law (constitution) of the Federal Republic of Germany and is not recognised as equivalent, provided those graduates received a grade of at least “gut” (“good”) for their final assessment and completed a final thesis graded “sehr gut” (“very good”)
- (2) ¹Applications for admission to the test of aptitude for doctoral studies shall be submitted in writing to the dean. ²Applicants shall attach the following to their application:
1. A curriculum vitae with documentation pertaining to their career.
 2. Documentation of having met the admission requirements specified in Section 9.1.1 and 9.1.2 above.
 3. A statement regarding the main subject and any secondary subjects in which they intend to obtain the doctorate.
 4. An official certificate of good conduct (amtliches Führungszeugnis). Applicants from outside of Germany shall submit evidence that is recognized as equivalent by the University of Bayreuth. This may be an excerpt from their home country’s criminal records, a certificate of good character or a comparable document. Members of the University of Bayreuth shall not need to submit a certificate of good conduct.
 5. A statement regarding the desired faculty examiner for the aptitude test.
- (3) Admission to the test of aptitude for doctoral studies shall be denied if applicants:
1. Do not meet the admission requirements set out in Section 9.1.1 and 9.1.2
 2. Have proven themselves unworthy of the degree of “Doktor” due to their conduct
 3. Do not submit in full the documents and statements set out in Section 9.2.1 to 9.2.5 above
- (4) ¹The dean shall decide on admission to the test of aptitude for doctoral studies pursuant to Section 9.2 and on denial of admission to the test of aptitude for doctoral studies pursuant to Section 9.3. ²He or she shall communicate the result of this decision to applicants in writing; should admission be denied, Section 13.2 sentence 2 shall apply accordingly. ³The doctorate committee shall take all other decisions that arise in connection to admission to the test of aptitude for doctoral studies. ⁴The dean shall ensure that the procedure is carried out as specified.

- (5) ¹After admission to the test of aptitude for doctoral studies, the appointed examiner shall, by mutual agreement with the doctorate committee, define the academic work or study that is to be completed, graded and comprise at least 30 credit points in subjects from bachelor's, master's, "Diplom" and teacher training programmes at the University of Bayreuth that are relevant to the intended doctorate; relevant academic work or study that has already been completed may be counted towards this requirement. ²The academic work or study shall include completing the pieces of assessment set by the relevant programme's examination regulations. ³The average assessment grade shall be at least "gut" ("good") when weighted by the number of credit points earned. ⁴On successful completion of the assessment, the documentation thereof shall be submitted to the examiner for his or her confirmation.

Section 10

Statistical requirements

- (1) ¹To implement the university's data collection requirements as set forth in the Higher Education Statistics Act (Hochschulstatistikgesetz – HStatG), as amended, doctoral students' personal data as specified in Section 5 of the Higher Education Statistics Act shall be collected, automatically saved and processed by the University of Bayreuth institution awarding the doctorate upon submission of the application for admission to doctoral studies; this shall be done for the purpose of fulfilling the statutory requirements and for purposes of legislation and planning in higher education pursuant to Section 1(1) sentences 1 and 2 of the Higher Education Statistics Act. ²Applicants shall be obligated to cooperate and provide their personal data (Article 10(2) sentence 3 BayHSchG) in this regard.
- (2) ¹The data to be collected pursuant to the Higher Education Statistics Act (HStatG) of 2 November 1990 shall be submitted regularly to the Statistics Office of the State of Bavaria and to university administrators for the purpose of presenting higher education statistics. ²Personal data shall be utilized and processed as stipulated in Article 10 of the Bavarian Higher Education Act (BayHSchG).

Section 11

Admission to the doctoral examination

- (1) ¹Applications for admission to the doctoral examination shall be submitted in writing to the dean. ²The application shall include the following:
1. Confirmation of acceptance for doctoral studies pursuant to Section 8.7 hereof.
 2. Four copies of the doctoral thesis as well as an electronic copy. If submitting a thesis by published works in accordance with Section 14.1 hereof, the individual publications shall be integrated with the thesis manuscript.

3. The following sworn statement:
“I hereby do solemnly affirm that I have produced this work without the unauthorized help of third parties and without the use of sources or aids other than those cited; the ideas stemming directly or indirectly from external sources are marked as such. I do further declare that I have not enlisted the help of professional thesis consultants or coaches, neither will I use them in future.
This work has not previously been submitted to an examining authority in Germany or abroad, neither in the same nor a similar form, and has also not been published.”
 4. A statement of consent from the doctoral student to the effect that the electronic copy of the thesis may undergo a separate review, with his or her copyrights and privacy rights being respected, and that the university’s body for academic self-regulation may conduct investigations if there are suspicions of academic dishonesty.
 5. The doctoral student’s curriculum vitae with particular emphasis on his or her educational history.
 6. An official certificate of good conduct (amtliches Führungszeugnis). Applicants from outside of Germany shall submit evidence that is recognized as equivalent by the University of Bayreuth. This may be an excerpt from their home country’s criminal records, a certificate of good character or a comparable document. Members of the University of Bayreuth shall not need to submit a certificate of good conduct.
 7. A statement about the examiners desired by the doctoral student and, if necessary, the chosen examination subjects.
 8. If applicable, a notice indicating the doctorate committee’s permission to conduct the viva voce examination in a foreign language.
 9. If applicable, applications pursuant to Sections 24 and 25.
- (2) ¹The dean shall assess whether the application for admission to the examination meets the requirements set out in Section 11.1. ²Should this not be the case, and should the shortcomings not be rectified by a reasonable date set by the dean, the dean shall reject the application on grounds of impermissibility. ³Section 4.3 sentence 6 hereof shall apply accordingly.

Section 12

Decision on admission to the doctoral examination

- (1) If the application for admission to the doctoral examination meets the requirements set out in Section 11.1, the dean shall submit it to the doctorate committee with a written statement on whether the admission requirements have been satisfied.
- (2) ¹The doctorate committee shall decide whether to grant admission to the doctoral examination. ²The decision shall be taken within one month of receiving the application. ³Admission

shall be denied if the admission requirements specified in Section 11 hereof are not satisfied.

Section 13

Withdrawal from doctoral studies

- (1) ¹Doctoral students may withdraw from their doctoral studies at any time prior to submission of the application for admission to the doctoral examination process. ²If they withdraw from their doctoral studies at a time when they have not yet received a rejection of their application for admission to the doctoral examination process, the thesis shall be deemed not submitted. ³The supervision agreement pursuant to Section 7 hereof shall be null and void in this case.
- (2) ¹Where doctoral students withdraw their admission application after receiving a rejection of their thesis or after their viva voce examination has begun, they shall be deemed to have ended doctoral studies unsuccessfully. ²The dean shall issue these doctoral students written notice giving reason and information on their right to appeal.
- (3) Applications per Section 13.1 and 13.2 shall be addressed to the dean.

Section 14

Doctoral thesis

- (1) ¹The doctoral thesis shall represent the product of independent academic research and contribute to solving academic research questions. ²It shall not have been previously published in full and may not be identical to a previously written work. ³The doctoral thesis shall be written in either German or English. ⁴The doctorate committee may permit another foreign language if a faculty member with eligibility to administer examinations supports such a request in writing and supervises the thesis. ⁵In this case, it shall be accompanied by an abstract written in German. ⁶In the subjects of sport science, education, psychology and philosophy, it shall also be possible for candidates to combine multiple individual works of theirs into one thesis (a thesis by published works). ⁷A thesis by published works shall be possible if doctoral students can produce at least three individual, peer-reviewed works that have been published in or accepted for publication in an academic journal at the time of accepting the thesis. ⁸Doctoral students shall be the lead author of at least one of the articles and at least one of the articles shall be written in English. ⁹The individual works proposed for use in the thesis by published works shall have a common link, for which an overall title shall be created. ¹⁰An introduction and summary shall provide a critical overview of the research context and the works' contributions to it. ¹¹The doctorate committee shall decide whether the proposed thesis by published works meets requirements.

- (2) ¹Should the supervisor of a thesis leave the faculty, he or she may continue supervising and be appointed as an assessor for the evaluation of the thesis and as an examiner for the viva voce examination for a period of up to two years after leaving, provided he or she remains eligible to administer examinations. ²The doctorate committee may extend the time period under sentence 1, above, by up to two years at most if there exists good cause.
- (3) ¹The doctoral thesis shall be submitted typewritten as well as electronically on a suitable data carrier. ²The written version shall be bound, paginated and feature a table of contents and bibliography. ³The literature and other aids used shall be cited in full. ⁴Citations or paraphrases of literature shall be marked as such.

Section 15

Evaluation of the thesis

- (1) ¹Following admission to the doctoral examination, the doctorate committee shall, without delay, appoint at least two university teachers with eligibility to administer examinations to act as assessors for evaluating the thesis. ²At least one assessor shall represent or have represented the subject in which the thesis topic is based. At least one assessor shall be a member of the Faculty of Humanities & Social Sciences; Section 14.2 hereof shall not be affected thereby.
- (2) When doctoral studies are pursued in cooperation with a university of applied sciences (Fachhochschulen/HAW; Section 6 hereof), the standard procedure shall be to appoint as assessors the two thesis supervisors, one from the university of applied sciences and one from the university, each with equal rights.
- (3) Each assessor shall provide a written evaluation of the thesis within a period of three months and propose acceptance of the thesis, or its rejection, and a grade in line with Section 17.1 hereof.
- (4) ¹Instead of a rejection, any assessor may propose returning the thesis to the doctoral student for revision. ²Each assessor may further propose acceptance of the thesis on condition that the doctoral student makes changes or additions prior to publication; such changes or additions shall be described sufficiently in the proposal.
- (5) The doctorate committee shall appoint an additional assessor if the assessor's proposals for grading the thesis vary by more than one grade or in their recommendation for acceptance or rejection of the thesis, or if an assessor requests the appointment of an additional assessor.
- (6) ¹When all written evaluations have been submitted, the thesis and the evaluations shall be laid out in the dean's office for two weeks (during periods of teaching) or four weeks (during breaks in teaching) so that staff who are eligible to administer examinations can access

- them. ²The dean shall inform those who are eligible to administer examinations of the commencement of their access period in writing. ³They may submit written opinions regarding the evaluations during their access period or submit an evaluation of the thesis themselves.
- (7) ¹Once the access period ends, the doctorate committee shall decide the thesis' grade based on the submitted evaluations and any opinions given pursuant to Section 15.6 sentence 3 above. ²If the thesis is graded "satisfactory" or better, it shall be accepted; if it is graded "insufficient", it shall be rejected. ³The evaluators and persons who are eligible to administer examinations and have submitted an opinion or their own evaluation pursuant to Section 15.6 sentence 3 hereof, shall have the opportunity to voice their view at a meeting of the doctorate committee. ⁴The doctorate committee may accept the thesis on condition that the doctoral student make certain, sufficiently described changes or additions prior to publication (see Section 15.4 sentence 2 above); in this case it shall task an assessor to evaluate, if the these conditions have been met.
- (8) ¹The doctorate committee may appoint one or multiple additional assessor(s) prior to passing a decision on the thesis' grade. ²Section 15.3, 15.4, 15.6 and 15.7 shall govern the steps taken after this.
- (9) ¹Where the thesis is declined, the doctoral student may submit a revised thesis within a year of the rejection being announced; the doctoral student may apply to the dean, no more than once, to have this date postponed by a maximum of one year. ²Section 15.1 to 15.8 shall govern the procedure subsequent to this. ³If the doctoral student does not submit a new, revised thesis by the time specified, or if the new, revised thesis is also rejected, the doctoral studies shall be terminated without success; Section 13.2 sentence 2 hereof shall apply accordingly.
- (10) ¹The doctorate committee may return a thesis to the doctoral student for revision instead of rejecting it. ²In this case, the doctoral student may submit a new thesis instead of undertaking the revision. ³He or she shall submit the revised or new thesis within a year of the original thesis' rejection; the doctoral student may apply to the dean, no more than once, to have this date postponed by a maximum of one year. ⁴Revised theses shall be assessed by the assessors appointed for the original thesis, provided they are still available; Section 15.1 to 15.8 shall otherwise remain applicable. ⁵If the doctoral student does not submit a revised or new thesis by the time specified, or if the revised or new thesis is also rejected, the doctoral studies shall be terminated without success; Section 13.2 sentence 2 hereof shall apply accordingly.
- (11) ¹Once a decision has been taken on the grades for the thesis and viva voce examination, the doctoral student shall be granted access to the thesis evaluations. ²The chair of the doctorate committee shall determine the time and place of access.

Section 16

Viva voce examination

- (1) The viva voce examination may be held in the form of individual examinations or as an academic colloquium; doctoral students shall select between these two formats.
- (2) Viva voce examinations, when conducted as individual examinations, shall encompass the main subject and the two secondary subjects.
- (3) ¹The academic colloquium shall be a one-time examination conducted in a cooperative atmosphere. ²Students shall defend their work in response to questions pertaining to their thesis. ³The colloquium shall furthermore show that the doctoral student has mastered further areas of the subject in which the thesis was written. ⁴The viva voce examination shall also include a perspective from another discipline proposed by the doctoral student. ⁵If the thesis is the product of an interdisciplinary doctoral project (e.g. a research training group), the interdisciplinary programme of study shall be reflected in the examination. ⁶With the doctoral student's consent, other doctoral students of the Faculty of Humanities & Social Sciences may apply for permission to attend the academic colloquium as audience members.
- (4) ¹For individual examinations, the doctorate committee shall appoint an examiner for the main subject and an examiner for each of the two secondary subjects. ²Each of the above examiners shall be matched with a co-examiner who has knowledge of the field. ³For an academic colloquium, the doctorate committee shall appoint as examiners the two thesis assessors and a university teacher from the additional subject selected by the doctoral student pursuant to Section 5.1 hereof. ⁴The examiners shall be matched with a co-examiner who has knowledge of the field. ⁵If an assessor is unable to examine his or her student, the doctorate committee shall appoint a substitute for him or her.
- (5) ¹The dean shall set the dates for the individual examinations or the date for the academic colloquium and summon the doctoral student to his or her examination in writing at least 14 days prior to each date. ²Individual examinations shall be held within a period of four weeks. ³With respect to the doctoral examination process, the chair of the doctorate committee shall strive to ensure that no more than three months pass between submission of the application for admission to the doctoral examination and the final colloquium.
- (6) The individual examinations for the main subject shall last at least 60 minutes and those for the secondary subjects at least 20 minutes each; the academic colloquium shall last at least 90 minutes.
- (7) ¹Each examiner shall evaluate the doctoral student's work in the subject that he or she is examining or the doctoral student's work for the overall academic colloquium and award a grade in line with Section 17.1 hereof. ²Doctoral students shall pass the viva voce exami-

- nation when they achieve at least a “satisfactory” grade in each individual examination subject or do not receive an “insufficient” grade for their academic colloquium from any of the examiners.
- (8) ¹The co-examiner shall keep a record of the subject matter and proceedings of each examination and the grades awarded by the examiners. ²This record shall be signed by the examiner(s) and co-examiners.
- (9) ¹When all of these records have been submitted and the doctoral student has passed the viva voce examination, the dean shall calculate the final grade. ²This grade shall be the average of the grades awarded by the examiners, with the grade for the main subject worth double if the student is taking individual examinations. ³Calculations for the final grade shall factor in two decimal digits without rounding.
- (10) ¹Where doctoral students do not pass their viva voce examination, the dean shall issue them notice of this, giving reason and information on the right to appeal. ²If doctoral students do not pass their viva voce examination, it may be repeated once. ³For individual examinations, those passed in individual subjects shall be counted towards this limit. ⁴Where doctoral students do not pass their academic colloquium, it may be repeated as a whole only once. ⁵Requests to repeat an examination shall be submitted to the dean within one year of announcing failure of the viva voce examination; doctoral students may request that the dean extend this deadline when the grounds for doing so are not of the doctoral students’ fault. ⁶If doctoral students do not request repetition of the viva voce examination in time or fail the viva voce examination again when it is repeated, the doctoral examination process shall be terminated without success; sentence 1 shall apply accordingly.
- (11) The doctoral examination process shall be terminated without success if doctoral students do not appear for their viva voce examination or withdraw from their viva voce examination after it begins for reasons of their own fault; Section 13.2 sentence 2 hereof shall apply accordingly.

Section 17

Grading doctoral work, overall grade

- (1) The thesis and work required for the viva voce examination shall each be graded based on the following:
- | | | |
|------------------------------|---|-------------------|
| with distinction (0; 0.3) | = | “summa cum laude” |
| very good (0.7; 1.0; 1.3) | = | “magna cum laude” |
| good (1.7; 2.0; 2.3) | = | “cum laude” |
| satisfactory (2.7; 3.0; 3.3) | = | “rite” |
| insufficient (4.0) | | |

- (2) ¹The dean shall determine the overall grade for the doctorate based on the arithmetic mean of the thesis grade and the final grade for the viva voce examination, with the thesis grade worth double. ²Two decimal digits shall be factored into this calculation without rounding. ³The following honours shall be awarded based on this mean:
0.00 to 0.50: “summa cum laude”
0.51 to 1.50: “magna cum laude”
1.51 to 2.50: “cum laude”
2.51 to 3.30: “rite”
- (3) ¹The dean shall present doctoral students with their examination certificate after determining their overall grade for the doctorate. ²This certificate shall include their overall grade, their thesis grade and final grade for their viva voce examination. ³The examination certificate shall be signed by the dean and dated based on the day of the most recent examination; it shall not entitle the holder to bear the title of “Doktor”.

Section 18

Access to doctorate records

¹On receiving the examination certificate defined in Section 17.3 or unsuccessfully ending the doctoral examination process, doctoral students shall be able to access the records of their doctoral studies. ²The dean shall determine the time and place of access. ³Requests for access shall be made to the dean of the Faculty of Humanities & Social Sciences within one month of receipt of the examination certificate per Section 17.3 or of unsuccessfully ending doctoral studies. ⁴Like in other situations where access is requested, the procedure shall be governed by Articles 29 et seq. of the Bavarian Administrative Procedures Act (BayVwVfG).

Section 19

Degree invalidity

- (1) Where doctoral students have committed academic fraud in their doctoral work, the doctorate committee shall declare their doctoral examination failed; it shall cancel the doctoral examination process if it is not yet complete.
- (2) Should this fraud only be uncovered after issuing the examination certificate or doctoral diploma, the doctorate committee shall revoke it.
- (3) If, after issuing the examination certificate, it is later found that doctoral students did not meet the prerequisites for admission to doctoral studies and those students had no intention of cheating, this error shall be resolved by letting those students pass the examination.

- (4) ¹Cancellation of admission to doctoral studies and revocation of doctorates shall otherwise be governed by statutory provisions. ²The doctorate committee shall take any arising decisions in this regard.
- (5) In the situations defined in Section 19.1, 19.2 and 19.4, those affected shall be given an opportunity to respond to the allegations prior to taking any decision.

Section 20

Reproduction of the thesis and delivery of the required copies

- (1) ¹Doctoral students shall make their thesis available to the academic community by copying and distributing it. ²They shall submit to the dean a copy of their thesis before reproducing it so that permission for reproduction can be granted; if applicable, they shall attach confirmation from the assessor designated pursuant to Section 15.7 sentence 4 hereof that the requirement to make changes or additions to the thesis has been satisfied.
- (2) Doctoral students shall provide the following, compulsory copies to the faculty free of charge within two years of presentation of their examination certificate:
 1. 40 copies as books or photo prints, or
 2. Three copies in a word-processed form that can be photocopied and a further 50 copies on microfiche, CD-ROM or similar data carriers
- (3) ¹If their thesis is to be published unabridged in a journal or a commercial publisher is to distribute their thesis unabridged through booksellers, doctoral students may provide five copies of the publication in place of the compulsory copies specified in Section 20.2 above. ²In these cases, a minimum 150 copies shall have been printed and evidence thereof shall be presented. ³Sentence 2 shall apply accordingly to theses by published works. ⁴If their thesis has been written as a monograph, the publication shall be recognizably marked as a thesis in an appropriate location and state where the thesis is being submitted.
- (4) ¹The thesis may also be published in electronic form, whereby the format and carrier of the data shall be agreed with the university library. ²In this case, five copies of the publication shall be provided printed and bound. ³Doctoral students shall affirm that the electronic version is the same as the accepted thesis. ⁴They shall assign to the university library and German Digital Library (Deutsche Digitale Bibliothek) the right to store this version, publish it on data networks indefinitely and make it accessible from other databases. ⁵Doctoral students shall be obligated to review the metadata and the electronic version of their thesis for completeness, accuracy and legibility after processing by the university library. ⁶If submitting a thesis by published works, doctoral students shall ensure that the relevant publisher has given written permission to integrate the chosen original publications with the thesis. ⁷All other original publications shall be listed in a full bibliography. ⁸Submission of files that do not meet the required file format and transmission specifications shall not count as publication.
- (5) When submitting the compulsory thesis copies, doctoral students shall also include a written affirmation that the content of the compulsory copies is the same as that of the version for which reproduction permission was granted.
- (6) Doctoral students may apply for approval from the doctorate committee to publish the thesis in a foreign language.

- (7) In the situations described in Section 20.2 above, doctoral students shall assign to the university the right to produce and distribute further copies of their thesis.
- (8) Upon request by doctoral students, the doctorate committee may extend the deadline for delivering the required copies.
- (9) Should doctoral students miss the date for submitting the compulsory copies, all rights acquired through the successful completion of the doctoral examination process shall be null and void; Section 13.2 sentence 2 hereof shall apply accordingly.

Section 21

Doctoral diploma and acquisition of the doctoral degree

- (1) ¹If the requirements of Section 20 hereof have been fulfilled, doctoral students shall receive a diploma for having passed the doctoral examination.
- (2) ¹This diploma, written in German, shall include the following information:
 - The name of the university and faculty
 - The full name of the degree holder and his or her date and place of birth
 - The academic degree awarded
 - The title of the thesis
 - The date of the oral examination
 - The final grade for the doctorate
 - The name and signature of the president of the University of Bayreuth and the dean of the faculty
 - The University of Bayreuth seal

²The diploma date shall be the date of the viva voce examination. ³An English translation shall additionally be issued.
- (3) In the case of doctoral studies pursued in cooperation with a university of applied sciences (Fachhochschulen/HAW; Section 6 hereof), the name of the university of applied sciences shall also be listed.
- (4) ¹The diploma along with its translation shall be presented by the dean. ²Presentation of the diploma shall constitute completion of the doctorate; it shall give the doctoral student the right to the academic degree of "Doktor der Philosophie" or "Doktorin der Philosophie" (Dr. phil.).
- (5) The dean may allow doctoral students to bear the title of "Doktor" on a limited basis prior to presentation of the diploma when they satisfy the requirements set out in Section 20 hereof

or when publication of the thesis and submission of the compulsory copies is sufficiently assured with a binding statement from the publisher.

Section 22

Doctoral degree with joint supervision from a foreign academic institution

- (1) Doctorates obtained through joint supervision from a foreign academic institution shall have the following requirements:
 1. Applicants shall meet the requirements for acceptance for doctoral studies (Section 8 hereof) and those for admission to the doctoral examination process (Section 11 hereof), both at the Faculty of Humanities & Social Sciences as well as under the corresponding regulations of the partner institution.
 2. The foreign institution of education shall be entitled to confer doctorate degrees pursuant to its national legislation and the degrees to be conferred by this institution would otherwise be recognized under the German Higher Education Framework Act (Hochschulrahmengesetz – HRG).
 3. An agreement, approved by the faculty council, has been concluded with the foreign academic institution on the jointly administered doctoral studies.

- (2) ¹The agreement concluded pursuant to Section 22.1.3 above may provide that either the Faculty of Humanities & Social Sciences at the University of Bayreuth or the foreign academic institution coordinate the studies. ²The agreement shall contain provisions regarding the number of copies to be submitted per Section 11 hereof and the number of compulsory copies to be submitted (see Section 20) if the doctoral student passes. ³Doctoral students shall receive a copy of their agreement.

- (3) ¹Theses shall be submitted to the coordinating academic institution. ²Section 10 hereof shall not be affected thereby. ³Any theses submitted to one of the educational institutions concerned prior to conclusion of an agreement pursuant to Section 22.1.3 above, cannot be used for the purposes of a joint doctorate irrespective of it being accepted or rejected.

- (4) ¹The coordinating institution shall appoint assessors for the thesis. ²At least one assessor shall be a member of the Faculty of Humanities & Social Sciences at the University of Bayreuth. ³If the assessors' evaluations are not written in German or English, the coordinating institution shall ensure that translations into one of these languages are made available. ⁴The evaluations and thesis shall be submitted to both institutions involved once the evaluations have been received. ⁵Each of the academic institutions shall independently decide on acceptance of the thesis and on its grade; Section 15.6 to 15.8 hereof shall not be affected thereby. ⁶Should either of the academic institutions reject the thesis, the joint arrangement shall be terminated. ⁷Where the thesis is rejected only by the foreign academic institution, the doctoral examination process shall continue at the University of Bayreuth based on the general provisions of these doctoral degree regulations.
- (5) ¹Where the thesis is accepted by both academic institutions, the viva voce examination shall be held at the coordinating institution. ²Equal representation of both institutions on the board of examiners shall be assured by having equal numbers of members or by weighting the votes cast. ³Section 16.7 hereof shall apply to the votes cast by University of Bayreuth representatives. ⁴Where the University of Bayreuth is coordinating the supervision arrangement, Section 16.5 may be disregarded to the extent that teaching staff from the foreign academic institution may additionally be invited. ⁵Where the representatives of one of the academic institutions decline to award a passing grade for the viva voce examination, the joint supervision arrangement shall be terminated; Section 22.4 sentence 7 above shall apply accordingly.
- (6) ¹On successful completion of a doctoral examination process overseen jointly with a foreign academic institution, Section 21 hereof may be disregarded to the extent that a doctoral diploma signed jointly by both institutions may be presented, stating that the doctoral diploma was awarded jointly by both involved institutions for a product of academic research. ²The agreement per Section 22.1.3 above shall ensure that any additional, foreign diploma that may be awarded also includes a reference to the joint doctorate arrangement with the University of Bayreuth.

Section 23

Award of honorary doctoral degrees

- (1) ¹The faculty may award honorary doctorates for extraordinary academic or artistic achievements. ²The process for an honorary doctorate shall be initiated with a well-founded proposal supported by at least one third of the faculty's teaching staff. ³The proposal shall be submitted in writing to the dean. ⁴The dean shall then convene the extended doctorate committee.

- (2) ¹The extended doctorate committee shall appoint at least two professors to evaluate the extraordinary academic or artistic achievements performed by the individual to be honoured. ²When these evaluations have been submitted, the extended doctorate committee shall prepare a statement with its opinion, attach that statement and the evaluations to the proposal and forward this to the faculty council.
- (3) After considering the proposal, evaluations and extended doctorate committee's opinion, the faculty council shall adopt a resolution on whether to award the honorary doctorate.
- (4) ¹The university president and dean shall confer the honorary doctoral degree by presenting a diploma to the individual receiving the honour. ²The diploma shall identify the academic achievement.

Section 24

Consideration of special circumstances

- (1) ¹Upon request, the protective rights provided in Sections 3, 4, 6 and 8 of the Protection of Mothers Act (Mutterschutzgesetz – MuSchG) of 20 June 2002 (BGBl I p. 2318), as amended, the time periods stipulated in the Parental Allowances and Parental Leave Act (Bundeselterngeld- und Elternzeitgesetz – BEEG) of 5 December 2006 (BGBl I p. 2748), as amended, and the time periods specified under Section 7(3) of the Home Care Leave Act (Pflegezeitgesetz – PflegeZG) of 28 May 2008 (BGBl I pp. 874, 896), the latter applying to the care of a close relative requiring care within the meaning of Sections 14 and 15 of Book XI German Social Code (Sozialgesetzbuch, Elftes Buch – SGB XI) of 26 May 1994 (Federal Gazette pp. 1014, 1015), as amended, shall be upheld with respect to dates and deadlines. ²The relevant documentation shall be kept; any changes in requirements shall be communicated without delay.
- (2) ¹Upon request, time periods in which – for reasons beyond the control of the doctoral student – work on the doctoral project was not possible, or only possible to a very limited extent, shall not be counted towards deadlines (especially periods of illness). ²The relevant documentation shall be kept; medical certificates in particular shall be presented. ³Any changes in requirements shall be communicated without delay.

Section 25

Consideration of the special needs of persons with disabilities

¹The special situation of applicants or doctoral students with disabilities shall be given adequate consideration in order to ensure that those persons are afforded equal opportunity. ²Upon written request by applicants or doctoral students, the doctorate committee shall determine the form in which applicants or doctoral students may meet their study requirements, or shall grant an extension of the period for completing their research or another type of compensation for disadvantages depending on the documented degree of inability to complete their work. ³Applicants or doctoral students shall provide evidence of their disability in the form of a medical certificate stating that they are either entirely or partially unable to conduct doctoral studies as specified due to a long-lasting or permanent disability. ⁴The application for admission to doctoral studies shall be attached to this request; if the request is submitted later, it shall only apply to future academic work.

Section 26

Effective date, transitional provisions

- (1) ¹These doctoral degree regulations shall take effect on 16 September 2017. ²Simultaneously, the Doctoral Degree Regulations for the Faculty of Humanities & Social Sciences at the University of Bayreuth, dated 1 September 2009, as amended by the Second Amendment By-Laws dated 5 March 2015, shall become ineffective.
- (2) With respect to applicants who had already received confirmation of supervision prior to the effective date of these doctoral degree regulations, the regulations in this document shall apply subject to the following:
 - The confirmation of supervision shall replace the supervision agreement to be concluded in accordance with Section 7 of these regulations.
 - Proof of having met the additional requirements for acceptance for doctoral studies in Section 8 hereof shall be submitted by these applicants together with the application for admission to the doctoral examination process pursuant to Section 11 hereof.

Issued on the basis of the resolution adopted by the Senate of the University of Bayreuth on 24 May 2017 and the approval of the President of the University of Bayreuth granted on 14 September 2017, ref. no. A 3523 - AL I.

Bayreuth, 15 September 2017

[university seal]

UNIVERSITY OF BAYREUTH
THE PRESIDENT

[signature]

Professor Stefan Leible

These regulations were recorded on 15 September 2017 at the university.
Such recording was announced by bulletin at the university on 15 September 2017.
The date of announcement is 15 September 2017.