

Checklist 2: Initiating the examination procedure

Name PhD student: _____

Dr. rer. nat. or Dr. phil.

- Six resp. seven copies of the thesis incl. bound in:
 - Five-page German summary (if cumulus is written in English)
 - Declaration that the thesis was written independently and that only the resources and aids specified in the thesis were used
 - Declaration that the principles of good scientific practice have been followed
 - Declaration on previous doctoral attempts
 - Declaration that the relevant doctoral examination regulations are known (only for Dr. phil.)
 - Declaration that primary data are kept and accessible for ten years (only for Dr. rer. nat.)
 - Detailed explanation and statement on each of the points (6) to (12) of the criteria for publication-based dissertations (only for publication-based dissertations)
 - Detailed presentation of your own work and statement on the criteria of the rules for opening and conducting examination procedures mentioned in point (2) for each publication or study included in the dissertation
 - Curriculum vitae (without picture)

- Additionally the „Application for initiating the examination procedure“ incl. as attachment:
 - Curriculum vitae (with picture)
 - Certified copies of certificates
 - Confirmation from the respective journal that the paper has been submitted (e-mail/screenshot)
 - Datenschutzerklärung (only in German)
 - Declarations and statements (see above)

- Proposal for the composition of the examination board
- Two-page German summary
- All documents (as PDF) also on a USB-Stick