

Informations

status: January 2020

for submitting the documents for the opening of a doctoral procedure at the Faculty of Natural Sciences of the Otto von Guericke University Magdeburg as Dr. rer. nat.

<p>1. In the case of the submission of a cumulative dissertation, it is necessary to file for a separate application via the dean to the Faculty Council.</p>	<p>Reference: § 2 para. 5 Doctoral Degree Regulations</p>
<p>2. Application to the Dean of the Faculty of Science, Prof. Dr. rer. nat. habil Oliver Speck</p>	<p>Attachment: Template (Appendix #1) The application has to be signed</p>
<p>3. List of expert examiners – please name 3 suggestions (naming of 3 independent external expert examiners, incl. academic title: Prof. rer. nat. ..., Prof. Dr. med. ... Please submit the current contact details) It should be ensured that there are no own associated publications with neither of the 3 external expert examiners. The possibility of granting an expertise of the thesis within 3 months (according to the directive) is to be ask to the examiner before the selection of the suggestions.</p>	
<p>4. Proof of fulfilment of the requirements according to § 3 of the Doctoral Degree Regulations The presentation of the originals of the certificates of the university degree is required. An authentication is carried out at the Office of Dissertations and Habilitations</p>	
<p>5. Curriculum vitae in tabular form</p>	<p>The CV has to be signed</p>
<p>6. Three copies of the thesis --- structure (suggestion): # cover page as per Appendix 1 of the Doctoral Degree Regulations, words of gratitude (optional) # Table of Contents # text part in case of: List of abbreviations and symbols # bibliography In case of: Attachments (tables, etc.) # curriculum vitae in tabular form (scientific course of education, information about personal data, nationality and duration of study at the individual universities according to the order of the visit) # a declaration of honour The CV is to be integrate at the end of the thesis (but not in the final copies, which are intended to get published!)</p>	
<p>7. Each copy of the thesis must be accompanied by a one-page German and English summary. Please complete the summaries with the following information: academic title, last name, first name and title/topic of the dissertation.</p>	
<p>8. A list of scientific publications to date and other scientific achievements (for example scientific awards). Papers with the status “in preparation” will not be accepted, this also includes posters and lectures.</p>	
<p>9. A declaration of honour in German or English. This document remains in the doctoral file.</p>	<p>Attachment: Appendix #3</p>
<p>10. A written declaration by the candidate that he/she has not been convicted of a criminal offence entailing academic/scientific misconduct.</p>	<p>Attachment: Appendix #2</p>
<p>11. A Votum informativum – written by the PhD supervisor of the candidate. To be send by original and also in electronic version, contemporaneously. <i>This part has only to be fulfilled if the contact person is an external supervisor (which means, he/she is not a member of the Faculty of Natural Sciences)</i></p>	
<p>Additionally, the following documents are to be delivered in electronic version (PDF only): - CV, list of publications, summary of the thesis in German and English, Votum informativum of the PhD supervisor - please send the documents to: daniela.vogt@ovgu.de</p>	

A copy of the Doctoral Degree Regulations of the Faculty of Natural Science is attached to this sheet of information.

Please submit the mentioned documents to:

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Frau Daniela Vogt

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