

**Doctoral Degree Regulations of the Faculty of Sociology
of Bielefeld University from 28 July 2017**

(Courtesy translation. Only the German version is legally binding)

Pursuant to section 2(4) and section 67(3) of the Higher Education Act of North Rhine-Westphalia (*Hochschulgesetz* – HG) from September 16, 2014 (GV. NRW. p. 547), as last amended by the law dated 15 December 2016 (GV. NRW. p. 1154), the Faculty of Sociology, pursuant to Sect. 1 sent. 3 of the central university doctoral degree regulations of Bielefeld University (*Rahmenpromotionsordnung, RO*) dated 15 June 2010 (Announcements of the Bielefeld University– Official Bulletin – year 39 no. 12 p. 98), has issued the following Doctoral Degree Regulations:

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**Sect. 1
Scope**

These Doctoral Degree Regulations apply for all doctoral proceedings conducted at the Faculty for Sociology. They apply on the basis of the central university doctoral degree regulations of the University of Bielefeld. Unless otherwise agreed in these Doctoral Degree Regulations, the central university doctoral degree regulations of the University of Bielefeld apply.

**Sect. 2
Doctoral Degree (Sect. 2 RPO)**

- (1) The Faculty for Sociology, hereinafter referred to as the Faculty, grants the degree of Doctor of Philosophy (Dr. phil. (doctor philosophiae)) on the basis of a dissertation and an oral examination.
- (2) The Faculty can also confer the degree “honoris causa” (cf. Sect. 19) for outstanding achievements in social sciences or corresponding intellectual merits in support of social sciences.

**Sect. 3
Purpose and Forms of Doctorates (Sect. 3 RPO)**

- (1) The dissertation and the oral examination are intended to establish that the candidate is capable of independent scholarly research beyond the general study objective pursuant to Sect. 58 para. 1 *HG*.
- (2) The doctorate consists of an academically substantial written dissertation and an oral examination.
- (3) The doctorate takes place
 - a) in the scope of the doctoral course of study of the Faculty for Sociology or
 - b) in the scope of other interdisciplinary doctoral courses of study at the University of Bielefeld in which the Faculty for Sociology is involved on the basis of a corresponding resolution of the Faculty Council, or
 - c) as a doctoral programme without a course of study.
- (4) The doctoral course of study of the Faculty for Sociology constitutes part of doctoral education at the Bielefeld Graduate School in History and Sociology (BGHS). The Faculty for Sociology, the history department and the

Executive Board of the BGHS work together closely to deliver the doctoral course of study. The competence of the Faculty remains unaffected. The programme of studies for the doctoral course of study in sociology is governed by the study regulations of the doctoral course of study.

(5) The Doctoral Degree Regulations and the study regulations of the doctoral course of study are adopted by the Faculty Council on the basis of a proposal from the Doctoral Committee.

Sect. 4 **Doctoral Committee (Sect. 4 RPO)**

(1) The Faculty Council selects the Doctoral Committee.

(2) The Doctoral Committee consists of: three members of the group of professors, one member of the group of academic staff with a PhD, one member of the group of students, and one member of the group of technical and administrative staff. For decisions that affect the examination procedure, only the members of the Committee with doctorates shall have voting rights. The Doctoral Committee selects a chairperson and a deputy from the group of professors. The Doctoral Committee has a quorum if at least three voting members are present, including the chairperson or his or her deputy. The Doctoral Committee decides by simple majority of the voting members present by a show of hands; in the event of a tied vote, the Chairperson shall have the casting vote. The term in office of the student representative is one year; the term in office of all other members of the Doctoral Committee is two years.

(3) The Doctoral Committee ensures that the provisions of the Doctoral Degree Regulations are complied with, and that the procedure is properly executed. It receives applications for admittance to the doctoral proceedings and, if applicable, to the doctoral course of study. It determines the fulfilment of the prerequisites for admission to the doctoral proceedings and, if applicable, to the doctoral course of study, and decides on admission pursuant to Sect. 5. Upon the candidate's request, it opens the doctoral proceedings pursuant to Sect. 8. It determines the members of the respective Examination Committee and the chairman for each individual examination procedure. It oversees the deadlines defined in these Regulations.

(4) The Doctoral Committee can transfer discharging its tasks to the Chairperson. This does not apply for decisions on appeals that are detrimental to the candidate.

(5) The Doctoral Committee is responsible for the fundamental concept and monitoring of those programmes of studies of structured doctoral education that are within the Faculty for Sociology's scope of responsibility.

Sect. 5 **Admission Requirements and Acceptance as a Doctoral Student (Sect. 5 and 6 RPO)**

(1) The prerequisite to admission to doctoral proceedings (without degree course or structured) is one of the following successful degrees:

- a) completion of a sociological or social sciences master's degree programme in terms of Sect. 61 para. 2 *HG*, or
- b) completion of university studies in sociology or social sciences with a regular period of studies of at least eight semesters for which a different degree is awarded than a "bachelor's", or
- c) completion of relevant university studies with a regular period of studies of at least six semesters and subsequent appropriate studies preparing for doctoral studies ("convergence studies") in sociology or social sciences. The prerequisite for admission to the convergence studies is a very good bachelor's degree (mark: 1.0). In the first semester, the convergence studies have a scope of 30 LP (*Leistungspunkte*, course credits) that are to be acquired in the scope of the courses of study for the master's degree of the Faculty for Sociology. The examinations that are to be rendered in the scope of the convergence studies must also be passed with a mark of 1.0. The convergence studies are concluded in the second semester with a written paper in the scope of an additional 30 LP, which, in order to qualify as studies that are appropriate to prepare for doctoral studies, must be assessed with 1.0.

The Doctoral Committee shall decide on exceptions to the prerequisites pursuant to sentences 1 a) and b), specifying convergence studies.

(2) Foreign academic degrees require approval by the Doctoral Committee, taking into account the equivalence agreements approved by the Conference of Ministers for Cultural Affairs and the Conference of University Rectors; the Central Office for Foreign Education is to be consulted in the event of doubts about equivalence.

(3) The Doctoral Committee of the Faculty for Sociology decides on acceptance as a doctoral student for a doctorate in the scope of the doctoral course of study of the Faculty for Sociology or in the scope of the doctorate without

degree course (Sect. 3 para. 3 a) – c)). These documents are to be submitted together with the application for acceptance as a doctoral student (if the application and admission procedure is carried out online, these documents are to be placed in the application portal):

1. indication of the proposed subject and a synopsis of the planned dissertation,
2. indication of the proposed type of dissertation (monographic individual work, cumulative individual work or a team effort),
3. a description of the focal areas of the studies completed thus far,
4. copies of the university degrees obtained (proof of admission requirements),
5. a full curriculum vitae in table form with information on professional and personal career,
6. provision of two references and the declaration of supervision of a person authorised to supervision pursuant to Sect. 6,
7. a statement on on-going or previous doctoral and habilitation applications and their result in terms of Sect. 6 para. 3 d) of the central university doctoral degree regulations.

The Doctoral Committee can require revision of the synopsis upon setting out its reasons in writing. The synopsis must show the scientific quality and feasibility of the doctoral research and convey the impression that the candidate will be able to successfully conclude the doctorate. If a synopsis needs to be revised due to the decision of the Doctoral Committee, acceptance as a doctoral student is conditional. The revision of the synopsis must take place within three months. The synopsis can be revised up to two times. If the revision is not submitted in a timely manner or if the Doctoral Committee makes a final decision against acceptance as a doctoral student, acceptance is deemed to have been revoked. In this case, removal from the register of students will take place.

(4) Acceptance as a doctoral student is limited to five years. Substantiated requests for extension can be submitted. Acceptance is communicated in writing and also contains the scope of the studies to prepare for the doctorate. The rest is governed by the central university doctoral degree regulations.

Sect. 6

Supervision (Sect. 7 RPO)

(1) When an individual is accepted as a doctoral student, the Doctoral Committee assigns at least one supervisor who takes on primary supervision. The second supervisor is usually appointed at the latest by the end of the third semester after acceptance as a doctoral student; the primary supervisor and the Doctoral Committee must be informed of this in advance without requiring a special request to do so. The supervisors are intended to be reviewers of the dissertation. The primary supervisor is responsible for continuous supervision. A supervision agreement is concluded between the primary supervisor and the doctoral student that governs rights and obligations. The sample of the supervision agreement adopted by the Faculty Council of the Faculty for Sociology applies.

(2) The supervisory relationship substantiated by the supervision agreement can be terminated by the supervisor only for important cause.

(3) Supervisors can in principle be: voting members of the group of professors and voting members of the group of academic staff with a PhD of the Faculty. Subject to the provisions in paragraph 4, the primary supervisor can only be a voting member of the group of professors or a voting habilitated member of the Faculty. If a primary supervisor retires or is given emeritus status during the doctoral studies, he or she can continue primary supervision until the doctorate is concluded. In this case, pursuant to Sect. 9, no other retired or emeritus member of the Faculty can become member of the Examination Committee. Apart from that, former members of the Faculty cannot be appointed primary supervisor. The second supervisor can be a professor from another departments, university or research institute, as long as he or she is habilitated or has achievements considered equivalent to a qualification to teach at professorial level. The determination on the presence of achievements equivalent to a qualification to teach at professorial level is carried out by the Faculty; it is valid for five years. Co-opted members of the Faculty can, if the other prerequisites are fulfilled, be the primary or second supervisor of a doctorate. If a co-opted member or voting habilitated member of the Faculty or a voting member with PhD is appointed as primary supervisor pursuant to paragraph 4, the second supervisor must be a voting member of the group of professors of the Faculty for Sociology. A supervisor of doctoral research who switches to a different university can continue the supervision of the dissertation and also continue to be appointed as reviewer if the doctoral student and the Doctoral Committee consent to this. The consent of both is to be documented, applies for a term of two years and must thereafter be confirmed anew.

(4) Upon application, the head of a research project who does not belong to the group of professors can also be appointed as primary supervisor if he or she is intended to supervise doctoral students in the context of the research

project, is a voting member of the Faculty for Sociology with a PhD, and is already at an advanced stage of his or her academic career. If a primary supervisor is appointed pursuant to sentence 1, the second supervisor must be a voting member of the group of professors of the Faculty for Sociology (the effective date of the definition of status is the day of a candidate's acceptance as a doctoral student). A request to that effect is to be made to the Dean; it will be decided by the Doctoral Committee, and the Faculty Council will be informed. If the Council expresses concerns, it can urge the Doctoral Committee to consult and decide anew.

Sect. 7
Obligations of Doctoral Students in Doctoral Programmes
Without Degree Course and in Structured Doctoral Studies

- (1) The obligations of the doctoral student in the scope of the doctorate without degree course include in particular:
- a) a presentation as part of a thematically pertinent colloquium or doctoral seminar, usually once a year; in total, at least three presentations are intended to take place; the presentations are also intended to provide insights into progress and advances in the doctorate. The fulfilment of these obligations is to be documented in writing.
 - b) doctoral advising by the primary supervisor twice a year, based on a report from the doctoral student on the state of the work.

Proof of the fulfilment of these obligations is the prerequisite for opening doctoral proceedings.

- (2) The obligations of the doctoral student in the scope of a doctoral course of study is participation in the respective current programme of studies. Participation in the programme of studies is usually planned for the first four semesters. With admission to the doctoral course of study, the Doctoral Committee defines, in coordination with the doctoral student, the academic achievements to be delivered in the framework of the doctoral course of study, taking the doctoral student's individual educational history and the topic of the dissertation into account. Proof of these achievements is the prerequisite for opening the doctoral examination procedure; the academic achievements required are governed in the study regulations of the respective doctoral course of study.

Sect. 8
Opening the Examination Procedure (Sect. 8 RPO)

- (1) The doctoral examination procedure is opened upon request of the doctoral student through a decision of the Doctoral Committee. The request is to be submitted in writing to the chairperson of the Doctoral Committee (if the application and admission procedure is carried out online, these documents – with the exception of the dissertation and the abstract – are to be placed in the application portal).
- (2) The following are to be attached to the application to open the doctoral examination procedure:
1. notification about acceptance as doctoral student,
 2. if applicable, proof of participation in the doctoral course of study at the Faculty for Sociology or proof of participation in the doctoral course of study of another department in terms of Sect. 3 para. 3 b; for the doctorate without degree course, proof pursuant to Sect. 7 para. 1,
 3. if applicable, proof of the studies preparing for the doctorate,
 4. a full curriculum vitae depicting personal and professional development and career,
 5. a list of the scientific papers and lectures that the doctoral student has published thus far,
 6. six copies of the dissertation,
 7. one electronic version of the dissertation,
 8. six copies of an abstract of the dissertation in the German or English language, usually at most 10 pages, that comprises the objective, content and results of the dissertation and should not be identical with parts of the dissertation. For a cumulative dissertation, the synthesizing paper pursuant to Sect. 10 para. 2 a) is substituted for the abstract,
 9. in the event of a cumulative dissertation: a statement drafted by the doctoral student about his own contributions and their weighting, as well as a written confirmation of this from the co-authors,
 10. in case of a team effort: a report jointly drafted by the doctoral students which shows the individual authorship of the respective parts of the dissertation,
 11. a declaration on the part of the doctoral student
 - a) that he or she has independently drafted the paper(s) submitted, and – in case of Sect. 10 para. 3 – a declaration from each doctoral student that only the persons referred to by name worked on the paper,

- b) that he or she prepared the dissertation him- or herself (declaration of independent work), did not take over any text passages from third parties or his or her own examination papers or publications without marking them accordingly, and that he or she has indicated all tools and sources used in the paper,
- c) that he or she is aware of the applicable Doctoral Degree Regulations,
- d) that third parties have not received either directly or indirectly contributions in kind from him or her for procurement of information or research or for work connected with the content of the dissertation presented,
- e) that he or she has not yet submitted the dissertation as an examination paper for a state or other academic examination,
- f) whether he or she has submitted the same paper, or a substantially similar paper, or a different paper at another university as dissertation or habilitation project and, if this is the case, what the result was,
- g) that he or she agrees to an electronic check of the dissertation (plagiarism assessment),
- h) about the publication status of the dissertation or of individual parts, which is to be added to the abstract or the synthesizing paper pursuant to Sect. 10 para. 2 a),
- i) whether it is a cumulative or a monographic dissertation or a team effort.

All declarations will be placed in the examination file.

(3) The application to open the doctoral examination procedure may be withdrawn if no expert opinion has yet been produced.

(4) The Doctoral Committee decides on opening the doctoral examination procedure pursuant to Sect. 4. If the opening is turned down, this is to be communicated to the doctoral student in writing immediately, indicating the grounds for refusal together with information on legal remedies.

(5) A failed attempt at a doctorate may be repeated only once. Failed attempts at other universities will count towards this.

Sect. 9 **Examination Committee (Sect. 9 RPO)**

(1) The Doctoral Committee defines an Examination Committee for each individual doctoral examination procedure.

(2) The Doctoral Committee appoints a voting member of the group of the professors constituting the Examination Committee to be its chairperson. The chairperson should not be the reviewer of the work.

(3) The Examination Committee usually has four members. All members must themselves have doctorates. At least two of its members must be voting members of the group of the professors of the Faculty for Sociology. One member of the Examination Committee can be a retired professor or a professor emeritus or a retired habilitated member of the Faculty. One member of the Examination Committee is usually a member of the group of academic staff. The reviewers pursuant to paragraph 4 are members of the Examination Committee. In special cases, particularly for interdisciplinary work or if the doctoral discipline is not adequately represented in the Faculty for Sociology, another member with a doctorate who does not belong to the Faculty can be appointed to the Examination Committee with a voting right.

(4) The Doctoral Committee designates at least two reviewers, of whom one must be a voting member of the group of the professors of the Faculty; usually both supervisors are to be appointed as reviewers if these are representatives of the specialist areas covered in the dissertation; for interdisciplinary work, a third expert opinion can be obtained. Priority is to be given as additional reviewers to representatives of the specialist areas(s) in the dissertation presented, if the specialist areas(s) is/are not already represented by previous reviewers. As a matter of principle, co-authorship of a cumulative dissertation precludes functioning as a reviewer. One or two essays in co-authorship with a reviewing person can be accepted as an exception for a cumulative dissertation. If a reviewer is co-author, a third expert opinion must be prepared. The third reviewer becomes a voting member of the Examination Committee.

(5) The Examination Committee has the following tasks:

1. it decides on acceptance and evaluation of the dissertation pursuant to Sect. 11 and 12,
2. it conducts the oral examination pursuant to Sect. 13 and evaluates it,
3. it determines the final mark for the dissertation pursuant to Sect. 14.

Sect. 10
Dissertation (Sect. 10 RPO)

- (1) The dissertation must deal with a topic that falls within the expertise of the Faculty for Sociology of the University of Bielefeld. It is intended to be an independently developed contribution from the doctoral student or students to scientific research. It should not be longer than 300 pages in length. As a matter of principle, it is to be written in German, English or French; the Doctoral Committee shall decide on the admissibility of dissertations in other languages. Dissertations can be presented as monographic individual work, as cumulative individual work or as a team effort. A cumulative team effort is not possible. A monographic individual work precludes co-authorship.
- (2) The cumulative doctorate must meet the following criteria:
- a) The cumulative doctorate incorporates a number of scientific publications dealing with one shared research question, even if these publications have already been published. The thematic link among these publications arises from a specific scientific question, and is to be duly justified in a synthesizing scientific publication which is not an abstract, but instead substitutes for it. Overall, this form of dissertation must have the scientific rank of individual work.
 - b) For the cumulative doctorate, at least four essays are to be submitted, of which at least two have been published in renowned, relevant, peer-reviewed professional journals or there is written proof that they have been accepted for publication by such journals. At least one essay must be written in sole authorship; another should be written as lead author. The doctoral student must state and weight his or her own contributions to the essays submitted in a written statement. The co-authors confirm this in an informal written statement. All declarations will be placed in the examination file.
- (3) The (intra-disciplinary or interdisciplinary) team effort must meet the following criteria:
- a) the theoretical or methodological content of a team effort as well as the scholarly work actually invested must differ significantly from individual work; in so doing, the contribution of each doctoral student must have the scientific rank of individual work, and be clearly demarcated and assessable;
 - b) in case of a team effort the doctoral students must indicate individual authorship for certain dimensions or for individual sections of the work; in a written statement, they must state and weight their own contributions to the team effort. The co-authors confirm this in an informal written statement. All declarations will be placed in the examination file.
 - c) the doctoral students include a joint report on the development of the collaboration that will make evident the doctoral student's individual contribution to the joint work.

Sect. 11
Assessment of the Dissertation (Sect. 10 RPO)

- (1) Pursuant to Sect. 9 para. 4, each reviewer receives together with his or her appointment a copy of the dissertation. One copy each is to be made accessible to the remaining members of the Examination Committee, another for inspection for the voting members with PhD of the Faculty during the display period of the reports pursuant to Sect. 5.
- (2) The reviewers shall prepare their reports within two months after they were appointed; if the month of August is included, the deadline is defined as three months.
- (3) The reports must recommend acceptance or rejection of the dissertation or provisional return for the purpose of revision. In the latter case, the reports must propose a revision period that may be at most six months. If a majority of the reports do not recommend either acceptance, rejection or return of the work, the Doctoral Committee shall appoint another reviewer pursuant to Sect. 9 Abs. 4 who shall thus become a member of the Examination Committee and is to draft a report within two months. In case of acceptance, each of the reviewers presents an assessment of the dissertation. The grades are:
with distinction (summa cum laude),
very good (magna cum laude),
good (cum laude),
satisfactory(rite).
- (4) The reports are to be made accessible to the doctoral student. He or she can within one week – calculated from the day of handing over the last report – take a stand on the reports. If the doctoral student waives submitting such a statement in writing, the putting on display of the dissertation can begin.

(5) The reports are to be made accessible for one month, together with a possible statement from the doctoral student to the voting members with PhD of the Faculty and the members of the Examination Committee. Each voting member with PhD of the Faculty is entitled to inspection and to file an objection to the acceptance, rejection or return for revision or to the assessment of the dissertation. The reasons for the objection are to be given. The Doctoral Committee shall inform all those authorised to inspection on the placing on display of the relevant documents. If an objection is filed, the Doctoral Committee requests an additional report from a professor that is to be prepared within two months; the other reviewer becomes a voting member of the Examination Committee.

Sect. 12

Decision on the Dissertation (Sect. 10 para 8 *RPO*)

(1) Being aware of the reports, the Examination Committee decides on acceptance, assessment, rejection or return for revision of the dissertation. In making the decision, the additional reports in terms of Sect. 11 para. 3 and 5 are also to be taken into account. Each member of the Examination Committee has one vote. The vote shall be open; abstention is not accepted. In the event of a tie, the vote of the chairperson decides.

(2) The decision on the dissertation must be taken at the latest two weeks after the end of the placing on display of the reports pursuant to Sect. 11 para. 5; the decision must be made within six weeks during the time period for which no courses are announced.

(3) Acceptance of the dissertation is to be communicated promptly to the doctoral student together with the date of the oral examination.

(4) In the event of return of the dissertation for revision, the Examination Committee shall impose a reasonable deadline within which a revised version is to be presented that meets the requirements it has formulated. The dissertation is to be treated as rejected if the doctoral student has allowed this deadline to pass without good cause. The doctoral examination procedure is suspended until presentation of the revised version within the set deadline.

(5) The refusal of the dissertation and its rationale are to be communicated in writing immediately to the doctoral student, together with information on legal remedies. An objection can be lodged against the decision of the Examination Committee with the Doctoral Committee; the Faculty Council decides on the objection.

(6) In case of refusal of the dissertation, the doctoral degree has failed. In accordance with Sect. 8 para. 5, the doctoral student can undertake a second attempt at a doctorate with a new topic. A third attempt is not possible.

Sect. 13

Oral Examination (Sect. 11 *RPO*)

(1) The oral examination has the form of a disputation on the dissertation. It is performed by the Examination Committee. Each doctoral student will be examined individually. For doctoral students who have submitted a team effort, the oral examinations of all doctoral students can, upon request, be consolidated to one. The examination time will be extended accordingly.

(2) The disputation is intended to serve to:

1. prove the doctoral student's ability to orally debate a scientific problem; this relates primarily to the work presented and the hypotheses formulated,
2. to examine whether the doctoral student is able, when faced with questions and objections, to substantiate, differentiate and elaborate the results attained by him or her and the theoretical and methodological fundamentals of the subject touched on in the dissertation.

(3) For doctoral students pursuant to Sect. 5 para. 1 c), the oral examination also covers the areas in which the studies preparing for the doctorate took place.

(4) The disputation usually takes place within two months after the decision on acceptance of the dissertation and usually lasts 60 minutes. Here, the doctoral student can give a presentation of up to 10 minutes in which he or she reacts specifically to the reports.

(5) If the doctoral student fails to appear at the oral examination without an adequate excuse, the examination is considered failed.

(6) The disputation is open to the university, unless the doctoral student objects to this in writing.

(7) Immediately after the oral examination, the Examination Committee decides by simple majority whether the oral examination was passed or failed. The oral examination is assessed: with distinction (summa cum laude), very good (magna cum laude), good (cum laude), satisfactory (rite). In the event of inconsistent proposals for assessment, the decision is made by voting. In case of a tie, the chairperson has the casting vote.

(8) If the doctoral student has not passed the oral examination, he or she can repeat this part of the examination once. The repeat examination can take place at the earliest after two months, at the latest within twelve months.

Sect. 14 **Overall Grade of the Doctorate (Sect. 12 RPO)**

The Examination Committee first determines the assessment of the oral examination. On the basis of the two examination results (dissertation and oral examination), the Examination Committee specifies the final mark. Greater importance is attached to the dissertation than the oral examination. In the event of inconsistent proposals for assessment, the decision is made by voting. In case of a tie, the chairperson has the casting vote. The marks are: with distinction (summa cum laude), very good (magna cum laude), good (cum laude), satisfactory (rite).

Sect. 15 **Completion of the Doctorate (Sect. 13 RPO)**

(1) After the decision of the Examination Committee, the Dean issues a provisional certificate on passing the examination. This contains the title and assessment of the dissertation, the assessment of the oral examination and the final mark.

(2) The Dean executes completion of the doctorate by handing out the doctoral diploma. It contains the degree "Doctor of Philosophy" (Dr. phil.), the title of the dissertation, the assessments of the dissertation and the oral examination and the final mark of the doctoral degree. The day of the oral examination is given as the day the doctorate is complete.

(3) The doctoral diploma will only be handed out when publication of the dissertation pursuant to Sect. 16 is ensured or a publication contract with a publisher is presented.

Sect. 16 **Publication of the Dissertation (Sect. 14 RPO)**

(1) The doctoral student is obligated to make his or her dissertation accessible to the scientific public in an appropriate manner by duplicating and disseminating it. The reviewers are to advise the doctoral student as regards the version for publication.

(2) The dissertation has been made accessible to the scientific public in an appropriate manner if, besides the copies required for archiving pursuant to Sect. 8 para. 2 no. 6, the doctoral student hands over three copies to the university library for free; these must be printed on permanent, wood- and acid-free paper and in a permanent binding. In addition, he or she is to ensure dissemination by:

- a) delivering four additional copies in letterpress or photo printing or
- b) proving complete publication in a magazine or
- c) (1) proving dissemination via bookshops by a commercial publisher by means of a printing process with first edition or (2) a print-on-demand procedure with availability guaranteed for at least five years or (3) availability guaranteed for at least five years of an electronic version (e-book). On the page following the title page, the publication is to be identified as dissertation indicating the place of the dissertation or
- d) delivering an electronic version for dissemination by the university library, the data format and data carrier of which are to be agreed with the university library.

In case a), the university library is obligated to store the surplus exchange copies for four years in a reasonable quantity. In cases a) and d), the doctoral student transfers to the university the right within the scope of the university library's statutory tasks to produce additional copies of his or her dissertation and to disseminate them or make them

available in data networks. If a dissertation is distributed by a commercial publisher and if printing subsidies are granted from public funds, a reasonable quantity of copies is to be made available to the university library for exchange purposes.

Sect. 17
Revocation of the Doctoral Degree (Sect. 15 RPO)

- (1) If it emerges before completion of the doctorate that the doctoral student is guilty of misrepresentation or that essential prerequisites of the doctoral examination procedure were misrepresented, the Doctoral Committee generally declares the doctoral achievements invalid after hearing the doctoral student.
- (2) The doctoral degree can be revoked if
 - a) it transpires subsequently that it was obtained by misrepresenting the doctoral achievements or misrepresenting essential prerequisites of the doctoral examination procedure,
 - b) the individual with a doctorate has been convicted of intentionally committing a crime for the preparation or commission of which he or she misused the doctoral degree.
- (3) If the prerequisites for admission to the doctoral programme were not met without the doctoral student intending to misrepresent them, and if this fact only becomes known after handing over the diploma, this shortcoming will be rectified by passing the doctoral examination.
- (4) The Faculty Council decides on revocation after the Dean has heard the party concerned.

Sect. 18
Inspection of Files (Sect. 16 RPO)

The doctoral student has the right to inspect the doctoral documents after conclusion of the doctoral examination procedure.

Sect. 19
Honorary Doctorate (Sect. 18 RPO)

The Faculty Council decides by a three-fourths majority on granting the doctoral degree h.c. upon request of two members. All members of the Faculty Council with PhD are entitled to request and to vote.

Sect. 20
**Joint Doctoral Proceedings in Conjunction with
a Foreign Partner University or Department (Sect. 19 RPO)**

- (1) The Faculty for Sociology also confers the title of a doctor of philosophy (Dr. phil.) in cooperation with a partner university or department abroad. It also co-operates in granting a corresponding academic degree of the foreign partner department.
- (2) Proof of the scientific qualifications required for the doctorate is to be provided by the candidates by means of the doctoral achievements. This consists of a scientific publication (dissertation) and an oral examination in the form of a disputation.
 - a) Agreement
The prerequisite to executing the doctoral examination procedure pursuant to Sect. 20 para. 1 is an agreement with a foreign partner university or department in which both partners commit to enabling a joint doctorate and governing details of the collaboration.
 - b) Corresponding application
For the doctoral examination procedure pursuant to Sect. 20 para. 1 sent. 1, the provisions of these Doctoral Degree Regulations apply if no other agreements are made below. For cooperation pursuant to Sect. 20 para. 1 sent. 2, the provisions contained pursuant to Sect. 20a) apply.
 - c) Admission to doctoral examination procedure
 - (1) Sect. 5 para. 1 applies, subject to the proviso that the doctoral student must prove to hold a diploma that permits access to doctoral studies from a university of the country in which one of the two institutions is domiciled.
 - (2) Sect. 5 para. 3 applies, subject to the proviso that the following is added to the application in addition:

- a) a declaration from the partner university or department that supports opening the doctoral examination procedure and
- b) a declaration from a member of the partner university or department that he or she is willing to review the dissertation.

d) Dissertation and supervision

(1) The dissertation is to be written in German, English or French or in a language named in the partnership agreement. Summaries in German or English are to be attached.

(2) Supervisors of the dissertation are a member of the Faculty for Sociology who is authorised to supervision pursuant to Sect. 6 and a member of the partner university or department authorised to supervision.

e) Reviewers

(1) The dissertation will be reviewed pursuant to Sect. 9 by a member of the Faculty for Sociology who is authorised to review and by a member of the partner university or department.

(2) The Doctoral Committee usually defines the supervisors as reviewers of the dissertation.

(3) For the language of the reviews, Sect. 20d) para. 1 sent. 1 applies accordingly.

f) Subject of the oral examination

(1) The oral examination consists of the defence (disputation) of the hypotheses advanced in the dissertation.

(2) For the language of the defence, Sect. 20d) para. 1 sent. 1 applies accordingly.

g) The Examination Committee

The Examination Committee is made up of four members. Two should be authorised to be examiners for the Faculty for Sociology pursuant to Sect. 9, and two should be authorised to be examiners for the partner university or department. Each department must be represented with at least one member.

h) Conducting the oral examination

(1) The examination is an individual examination.

(2) The length of the examination is aligned with the rules contained in the agreement, pursuant to Sect. 20 a).

i) Conclusion of the doctoral examination procedure

For the conclusion of the doctoral examination procedure, Sect. 15 para. 2 applies with the following proviso:

The diploma contains the conferring of one single doctoral degree that may be borne in the form conferred by the partner university or department or in the form conferred by the Faculty for Sociology. The certification can occur either

- a) in a joint diploma that is signed and sealed by the Dean of the Faculty and the competent representative of the partner university or department or
- b) in two diplomas in the individual country languages. The Dean of the Faculty signs and seals the German part. In an accompanying letter, the doctoral student is instructed that the title may be used either only in the German language or in the language named in the partnership agreement pursuant to Sect. 20 para. 1. The partner university or department issues their part of the doctoral diploma in accordance with the stipulations that apply there and ensures, if necessary, state certification of the jointly supervised doctorate.

Sect. 21 Scope, Transitional Provisions

(1) These Doctoral Degree Regulations, hereinafter referred to as Doctoral Degree Regulations 2017, apply for all doctoral students who are accepted by the Faculty for Sociology as doctoral students pursuant to Sect. 22 after they go into effect.

(2) Notwithstanding the following paragraphs, doctoral students who are accepted by the Faculty for Sociology as doctoral students before the Doctoral Degree Regulations 2017 go into effect end their doctoral examination procedure according to the Doctoral Degree Regulations applicable for them. Upon request, they can switch to the Doctoral Degree Regulations 2017; the application is irrevocable. Excluded from this application to apply the Doctoral Degree Regulations 2017 is a switch from the doctorate in the scope of a doctoral course of study to a doctorate without degree course.

(3) Doctoral students who, pursuant to the Doctoral Degree Regulations of 12 November 1980, the Doctoral Degree Regulations of 5 June 1996, the Doctoral Degree Regulations of 4 November 2002, the Doctoral Degree Regulations of 1 September 2008 or the Doctoral Degree Regulations of 1 September 2009 were admitted by the Faculty for Sociology to the doctoral examination procedure and, if applicable, were admitted to the doctoral course of study and have not yet concluded their doctoral examination procedure, can still file an application to open the doctoral examination procedure until 31 December 2018 and end it with the Doctoral Degree Regulations valid for them; otherwise, there will be an automatic switch to the Doctoral Degree Regulations 2017. Achievements already rendered in the course of the doctoral course of study will be recognised.

Sect. 22
Coming Into Effect and Publication

These Doctoral Degree Regulations come into effect on the day after their announcement in the Announcements of the University of Bielefeld – Official Bulletin. At the same time, the Doctoral Degree Regulations of the Faculty for Sociology from 12 November 1980 (Gazette of the University of Bielefeld – Official Bulletin – year 10 no. 2 from 13 February 1981), from 5 June 1996 (Announcements of the University of Bielefeld – Official Bulletin – year 25 no. 40 p. 245), from 4 November 2002 (Announcements of the University of Bielefeld – Official Bulletin – year 31 no. 19 p. 234), from 1 September 2008 (Announcements of the University of Bielefeld – Official Bulletin – year 37 no. 14 p. 228) and from 1 September 2009 (Announcements of the University of Bielefeld – Official Bulletin – year 38 no. 17 p. 310), without prejudice to Sect. 21, cease to be in force.

Issued in accordance with the resolutions of the Faculty Council of the Faculty for Sociology of the University of Bielefeld from 31 May and 28 June 2017.

Bielefeld, 28 July 2017

The Rector
of the University of Bielefeld
University Professor Dr.-Ing. Gerhard Sagerer