



## Doctoral Regulations (*Promotionsordnung*) of the Faculty of History, Philosophy and Theology of 10 January 2012

Courtesy translation. Only the German is legally binding.

Pursuant to Article 2 Section 4 and Article 67 Section 3 of Universities Act of the State of North-Rhine Westphalia (*Hochschulgesetz* – HG) of 31 October 2006 (GV.NRW. p. 474), as last amended by the law of 8 October 2009 (GV.NRW. p. 517), the Faculty of History, Philosophy and Theology of Bielefeld University has adopted the following Doctoral Regulations in accordance with Article 1 Section 1 Clause 3 of the General Doctoral Regulations of Bielefeld University (*Rahmenpromotionsordnung*, RPO) of 15 June 2010 (official bulletin; *Verkündungsblatt der Universität Bielefeld – Amtliche Bekanntmachungen* vol. 39 No. 12, p. 98):

### 1. Doctoral degree (Article 2 RPO)

(1) The Faculty of History, Philosophy and Theology of Bielefeld University, hereafter Faculty, shall confer the academic degree of Doctor of Philosophy (Dr. phil.) on the basis of a written work (doctoral thesis) and an oral examination (defence).

(2) The Faculty may also confer the doctoral degree *honoris causa* (Dr. phil. h.c.) in recognition of outstanding academic achievements and contributions (cf. Article 18 RPO).

### 2. Purpose and forms of the doctorate (Article 3 RPO)

The doctorate in the subject of History shall be awarded within the scope of the International Doctoral Programme (*Internationaler Promotionsstudiengang*) in History or as a doctorate independent of a degree programme (*studiengangsfreie Promotion*). The details of the Doctoral Degree Programme in History are laid down in the Study Regulations (*Studienordnung*) of the International Doctoral Programme in History. In the subject of Theology, the doctorate shall be awarded within the scope of the structured doctoral programme (*strukturierte Promotionsphase*) or as a doctorate independent of a degree programme. In the subject of Philosophy, the doctorate shall be awarded within the scope of the structured doctoral programme in accordance with Point 5 c. A doctorate independent of a degree programme shall be possible in exceptional cases. This shall be the case in particular if professional reasons can be proven to make participation impossible, in the case of stays abroad, or in cases of social hardship. The Departmental Commission of the Department of Philosophy takes decisions regarding exceptional cases.

### 3. Responsibilities (Article 4 RPO)

(1) The Doctoral Degree Committee (*Promotionsausschuss*) shall be responsible for the tasks and decisions mentioned in Article 4 Section 1 RPO. It shall ensure supervision for the duration of the doctorate and shall arbitrate and mediate in the event of disputes during the doctoral examination process (*Promotionsverfahren*). The Doctoral Degree Committee shall be responsible for decisions in accordance with Article 10 Section 8 RPO and for decisions concerning appeals.

(2) The members of the Doctoral Degree Committee shall be: the Dean, one member of the group of professors of each of the Faculty's three subjects, one member of the group of academic staff who is an authorised examiner, one member of the group of the further staff, and one doctoral researcher. The members shall be elected by the Faculty Committee (*Fakultätskonferenz*) for two-year terms, except for the member who is a doctoral researcher, whose term shall be one year. The Dean shall be the chairperson of the Doctoral Degree Committee. Only those committee members with a doctorate shall have the right to vote on decisions concerning performance in examinations. The Doctoral Degree Committee shall reach its decisions in an open



vote by a simple majority of the members eligible to vote; if the votes are equally divided, the chairperson shall have the casting vote. The Doctoral Degree Committee shall be quorate if more than half the members are present.

(3) The Doctoral Degree Committee may transfer decisions concerning the following issues to the responsible commission of the relevant department: admission to the doctoral programme and acceptance as a doctoral researcher, documentation of the number of doctoral researchers, securing supervision, arbitration of disputes, and initiation of the doctoral examination process. This commission may in turn charge its chairperson with these tasks.

(4) For the Department of History, the Faculty Committee shall elect a nine-member Doctoral Commission (*Kommission für Promotionen*): five members from the group of professors of the Department of History, two members from the group of academic staff of the Department of History who are authorised examiners, and two doctoral researchers in the subject of History. Each status group shall nominate candidates from among their members for election to the Doctoral Degree Committee for two-year terms. The Doctoral Degree Committee shall elect an Executive Director (*geschäftsführende Leitung*) from among its members for a two-year term.

(5) The respective Departments shall be responsible for doctorates in the subjects of Philosophy and Theology.

#### **4 a. Admission to the doctoral programme in the subject of History (Article 5 RPO)**

(1) As a rule, a course of study shall be pertinent within the meaning of Article 5 Section 1 RPO if it is concluded with a degree in the subject of History or another subject in close proximity to History. The Doctoral Degree Committee shall decide whether the applicant for the doctoral degree in the subject of History displays the specific aptitude and motivation for scholarly work. If necessary, the decision shall be taken on the basis of a personal interview.

(2) In cases where Article 5 Section 1 b) RPO applies, a qualified degree with an overall grade of at least 1.3 shall be required. Academic studies to prepare for the doctorate shall be completed, as a rule, within the framework of relevant Master's programmes, and as a rule, they shall encompass 60 credit points (*Leistungspunkte*). The Doctoral Degree Committee shall take a decision regarding the type and extent of studies in preparation for the doctorate according to the circumstances of each individual case. The Committee's decision shall be included in the notification of acceptance as a doctoral researcher in accordance with Article 6 Section 4 RPO and is to be fulfilled before initiation of the doctoral examination process.

(3) At the latest in the application for initiation of the doctoral examination process (Point 7), the doctoral researcher must prove competence in three foreign languages which enable him or her to comprehend and use sources and scholarly literature in the subject of History. As a rule, these are Latin, English, and French. Two of these foreign languages can be replaced by other languages if these are appropriate for the disciplinary specialisation. A decision about deviations from this rule shall be taken by the Doctoral Degree Committee. As a rule, language competence shall be proven by means of written work during the course of study or by examinations already taken. Foreign doctoral researchers must prove comparable language competence.

(4) In the event that foreign degrees are not deemed equivalent after consulting the Central Office for Foreign Education in accordance with Article 5 Section 5 RPO, admission may be granted subject to conditions. The Doctoral Degree Committee shall take decisions regarding the academic work required to achieve equivalence.



#### **4 b. Admission to the doctoral programme in the subjects Philosophy and Theology (Article 5 RPO)**

(1) As a rule, a course of study shall be pertinent within the meaning of Article 5 Section 1 RPO if it is concluded with a degree in the subject of Philosophy or Theology. The relevant Departmental Commission shall decide whether the candidate's suitability for a doctoral degree in the subject of Philosophy or Theology has been proven.

(2) In cases where Article 5 Section 1 b) RPO applies, a qualified degree in the subject of the doctorate with an overall grade of at least "good" shall be required as well as studies following that degree which provide appropriate preparation for the doctorate in the subject of the doctorate encompassing, as a rule, 60 credit points. The extent, core themes, and requirements for the studies in preparation for the doctorate are determined by the Commissions of the Departments of Philosophy and Theology in consultation with the doctoral researcher and the supervisor.

(3) The candidate shall have spent at least two terms studying at the Faculty of History, Philosophy and Theology of Bielefeld University.

(4) Upon request, the Commissions of the Departments of Philosophy and Theology may grant exemptions in full or in part from the requirements of Sections 1 through 3 if the doctoral researcher has completed a field of study different from the subject of the doctorate and if the member of the faculty who suggested or will supervise the doctoral thesis supports such an exemption. This decision must be documented.

(5) The Doctoral Degree Committee shall take decisions regarding the equivalence of foreign degrees, taking into consideration the equivalence agreements approved by the Conference of Ministers for Cultural Affairs and the Conference of University Rectors; in case of doubt concerning equivalence, the Central Office for Foreign Education may be heard. In the event that foreign degrees are not deemed equivalent, admission may be granted subject to conditions. The Doctoral Degree Committee shall take decisions regarding the academic work required to achieve equivalence.

(6) At the latest in the application for initiation of the doctoral examination process (Point 7), the doctoral researcher must prove competence in two foreign languages which enable him or her to comprehend and use sources and scholarly literature in the subjects of Philosophy or Theology. As a rule, these are English and Latin or English and French. The relevant Departmental Commission shall take decisions regarding exceptions. As a rule, language competence shall be proven by means of written work during the course of study or by examinations already taken. Foreign doctoral researchers must prove comparable language competence.

(7) If not all of the requirements for admission in accordance with Sections 1 through 6 have been fulfilled, admission shall be granted under the condition that the relevance evidence for their fulfilment is produced when the application to initiate the doctoral examination process is submitted.

#### **5 a. Admission as a doctoral researcher in the subject of History (Article 6 RPO)**

(1) The following shall be submitted together with the application for admission as a doctoral researcher, in addition to the documents mentioned in Article 6 Section 3 RPO:

- a) an exposé of the doctoral thesis (max. 4 000 words including references),
- b) two references (name, function, and address of each reference).



(2) The Doctoral Degree Committee may require revision of the exposé and must explain the reasons for this requirement in writing. The exposé must make the scholarly quality and feasibility of the doctoral thesis clear and must convey the impression that the doctoral researcher is able to successfully complete the doctorate. When the exposé is resubmitted, the Committee shall decide anew about admission.

#### **5 b. Admission as a doctoral researcher in the subjects of Philosophy and Theology (Article 6 RPO)**

The following shall be submitted together with the application for admission as a doctoral researcher, in addition to the documents mentioned in Article 6 Section 3 RPO:

- a) a documentation of previous academic studies and copies of the tertiary degrees obtained,
- b) an exposé of the doctoral thesis,
- c) two references (name, function, and address of each reference).

The responsible Departmental Commission may require revision of the exposé and must explain the reasons for this requirement in writing. The exposé must make the scholarly quality and feasibility of the doctoral thesis clear and must convey the impression that the candidate is able to successfully complete the doctorate.

When the exposé is resubmitted, the Commission shall decide anew about admission.

#### **5 c. Admission to the structured doctoral programme in the subjects of Philosophy and Theology (Article 6 RPO)**

(1) In addition to obtaining a doctorate independent of a degree programme, it shall also be possible to obtain a doctorate in Theology in the framework of a structured doctoral programme. In the subject of Philosophy, a doctorate shall usually be obtained within the framework of a structured doctoral programme (cf. Point 2). The contents and extent of the structured doctoral programme do not correspond to a Doctoral Programme. In the structured doctoral programme, the doctoral researchers shall be offered research-oriented study opportunities, and they may obtain key qualifications. The Departmental Commission of the subject in question shall take a decision regarding admission to the structured doctoral programme on the basis of the application. The selection of the candidates shall take place according to the degree of their particular aptitude and motivation for scholarly work.

(2) The following shall be submitted together with the application for admission to the structured doctoral programme, in addition to the documents mentioned in Article 6 Section 3 RPO:

- a) a documentation of previous academic studies and copies of the tertiary degrees obtained,
- b) an exposé of the doctoral thesis,
- c) two references (name, function, and address of each reference).

The responsible Departmental Commission may require revision of the exposé and must explain the reasons for this requirement in writing. The exposé must make the scholarly quality and feasibility of the doctoral thesis clear and must convey the impression that the candidate is able to successfully complete the doctorate.

When the exposé is resubmitted, the Commission shall decide anew about admission.

(3) During the structured doctoral programme, the doctoral researcher shall fulfil especially the following requirements:

- a) regular participation in a relevant research colloquium, usually that of the supervisor, and two presentations of the doctoral thesis project there during the second and third years following



admission. This research colloquium may also be a relevant workshop seminar (*Werkstattseminar*) of the Master's Programme;

b) further academic activities and key qualifications by

- participation in events from the area Key Qualifications of the International Doctoral Programme in History or of Bielefeld University,
- activities including research, organisation and/or contribution to workshops and symposia or publications,
- involvement in teaching courses.

The academic work to be performed shall be determined by the responsible Departmental Commission in consultation with the doctoral researcher and the supervisor, taking into account the doctoral researcher's course of study and the topic of the doctoral thesis, and shall be documented when the doctoral examination process is initiated.

## 6. Supervision (Article 7 RPO)

(1) When admitting a doctoral researcher, the Doctoral Degree Committee shall name a supervisor who bears primary responsibility. The doctoral researcher shall have the right of nomination. As a rule, the supervisor shall be a member of the group of professors. In an exceptional case, the supervisor may be an academic staff member of the Faculty holding a doctorate. The Doctoral Degree Committee shall take decisions regarding exceptions. In the case of interdisciplinary theses, supervisors from other faculties or other universities may be appointed.

(2) The rights and obligations of professors regarding supervision in accordance with this Regulation shall apply also to habilitated persons working at the Faculty, to emeritus and retired professors, to senior lecturers (*Honorarprofessorinnen* and *Honorarprofessoren*) as well as academic staff members supervising doctorates.

(3) The doctoral researcher and the primary supervisor shall conclude a Supervision Agreement (*Betreuungsvereinbarung*) according to the model of the relevant department. The supervisor may terminate the supervisory relationship established by the Supervision Agreement only on just and proper grounds.

## 7. Initiation of the doctoral examination process (Article 8 RPO)

(1) The doctoral examination process shall be initiated by a decision of the Doctoral Degree Committee upon application by the doctoral researcher. The application shall be directed in writing to the chairperson of the Doctoral Degree Committee.

(2) The following are to be submitted together with the application for initiation of the doctoral examination process:

- a) the decision about admission as a doctoral researcher;
- b) proof of fulfilment of studies in preparation for the doctorate or other conditions, as applicable;
- c) a curriculum vitae;
- d) a list of scholarly publications, as applicable;
- e) five copies of the doctoral thesis;
- f) in the case of group work, the names, academic degrees, and addresses of those involved in the group, and a joint report by the authors about the course of their collaboration. This report shall mention in particular the doctoral researcher's contribution to the joint thesis as well as whether the other members of the group have initiated or completed a doctoral examination process and have used parts of the work submitted for their own doctoral examination process.



In the case of group work in accordance with Point 9 Section 3 of this Regulation, it must be proven that working as a group is appropriate in methodological and factual terms;

g) a statement that

- the doctoral researcher is familiar with the Faculty's effective Doctoral Regulations,
- the doctoral researcher prepared the doctoral thesis himself or herself, did not include text passages from third parties or from his or her own assessed papers without indication as such, and indicated all aids and sources used in the thesis (the Doctoral Degree Committee reserves the right to require this statement in the form of an affirmation in lieu of an oath in accordance with Article 63 Section 5 HG).

- third parties have not received direct or indirect monetary payments or payments in kind from the doctoral researcher for work in connection with the contents of the submitted doctoral thesis or for acting as an agent to liaise with third parties performing such work,

- the doctoral researcher has not yet submitted the doctoral thesis as an assessed paper for a state examination or another academic examination, and

- whether the doctoral researcher has submitted the same paper, a paper that is similar in relevant parts, or another paper to another university as a doctoral thesis, and if so, with which result.

h) recommendations for appointing the reviewers of the doctoral thesis;

i) in the case of any previous doctoral examination process, a statement about the place, time, and Faculty as well as the topic of the doctoral thesis;

j) proof of fulfilment of admission requirements to the doctorate (proof of eligibility for university admission, proof of tertiary degrees);

k) as appropriate, a statement that the doctoral researcher objects to the oral examination being public. This statement may be submitted or withdrawn up to one week before the oral examination;

l) proof of foreign language competence in accordance with Point 4 a Section 3 or 4 b Section 6.

(3) The Doctoral Degree Committee shall assess the application and the documents for completeness and shall take a decision regarding initiation of the doctoral examination process. If the requirements have not been fulfilled, the Doctoral Degree Committee shall reject the application after hearing the doctoral researcher. Reasons for the rejection must be given in writing in a decision stating the procedure for appeal.

(4) The doctoral examination process shall make it possible to take advantage of maternal and parental leave as provided by law.

## 8. Examination Committee (*Prüfungskommission*) (Article 9 RPO)

(1) The Examination Committee shall consist of the two reviewers (primary and secondary reviewers) of the doctoral thesis and an additional examiner for the oral examination. After consultation with the representatives of the subject of the doctorate, the Doctoral Degree Committee shall appoint the members of the Examination Committee for the individual doctoral examination process. The doctoral researcher's recommendations shall be taken into account when appointing the reviewers, whereby the Doctoral Degree Committee may depart from the recommendations; in that case, it must give reasons. If a member of the group of professors of the Faculty encouraged and supervised the doctoral thesis, then he or she should be appointed as reviewer. As a rule, the primary reviewer is a member of the group of professors. As a rule, the secondary reviewer is a member of the group of professors or a habilitated member of the Faculty; in exceptional cases, a member of the academic staff holding a doctorate can be appointed as a secondary reviewer in accordance with Point 8 Section 2. In the case of interdisciplinary or multi-faculty doctorates, a reviewer from another faculty and, as appropriate, another university, may be a member of the Examination Committee. The appointment of the primary reviewer and the secondary reviewer by the Doctoral Degree Committee shall require their consent; such consent



can be withheld only on just and proper grounds which must be stated. The Doctoral Degree Committee shall determine the chairperson of the Examination Committee from among the its members; the chairperson must be a member of the group of professors of the Faculty of History, Philosophy, and Theology. The supervisor of the doctoral thesis must not be chairperson of the Examination Committee.

(2) The members of the Examination Committee must be professors or habilitated; in exceptional cases, a member can also be a member of the academic staff of the Faculty with a doctorate. The Doctoral Degree Committee shall take that decision. At least two members of the Examination Committee shall be professors. The members of the Faculty must form the majority of the Examination Committee.

(3) As a rule, the members of the Examination Committee are associated with Bielefeld University. If a supervisor or a reviewer transfers to a different university, he or she can continue in the role as supervisor or reviewer and remain a member of the Examination Committee. The same shall hold for emeritus or retired professors. The Doctoral Degree Committee shall take decisions regarding the status as an authorised examiner of external reviewers and examiners who are to be called in, as appropriate. Section 2 shall be taken into account.

(4) The doctoral researcher may object to decisions of the Examination Committee and the Doctoral Degree Committee in accordance with Point 3 Section 1.

## 9. Doctoral thesis (Article 10 RPO)

(1) In terms of its topic and method, the doctoral thesis must be attributable to one of the Faculty's subjects.

(2) The doctoral thesis is a monograph which as a rule is unpublished. In exceptional cases, it may include previously published academic papers by the doctoral researcher, provided there are a thematic connection and a coherent overall research question. The Doctoral Degree Committee shall handle exceptions for the subject of History; the relevant Departmental Commission shall do so for the subjects of Philosophy and Theology.

(3) In suitable cases, a substantial contribution to a group effort may be accepted as a doctoral thesis. When a group effort is submitted, it must be proven that it is appropriate in methodological and factual terms. For purposes of assessment, it must be possible to clearly delimit and assess each individual's contributions; in terms of extent and quality, they must correspond to the requirements of an independent performance in examination.

(4) As a rule, the doctoral thesis shall be written in German; in the subject of History, the doctoral thesis may be written in English or French; in the subjects of Philosophy and Theology, it may be written in English. If it is to be written in any other global language, permission to do so must be obtained in advance from the Doctoral Degree Committee in the subject of History; for doctorates in the subject of Philosophy from the Departmental Commission Philosophy; for doctorates in the subject of Theology from the Departmental Commission Theology.

(5) Each reviewer prepares a report about the doctoral thesis independently of the other reviewers. Reviewers must submit their reports within a period of six weeks. Reports on a doctoral thesis submitted at the end of term time shall be submitted by the beginning of the following term.



(6) If the reviewers suggest accepting the doctoral thesis, they shall assign it a grade. The grades shall be:

- summa cum laude (outstanding),
- magna cum laude (very good),
- cum laude (good),
- rite (satisfactory).

(7) The reviewers should agree on a grade. In case of differences in assessment, a professor shall be appointed as a tertiary reviewer. The grade given the doctoral thesis by the Examination Committee shall be that grade which two reports agree upon – except in cases where the procedure in accordance with Section 11 shall apply; if there is no such agreement, the Examination Committee shall decide by majority vote in an open vote; in this case, the Doctoral Degree Committee shall appoint the tertiary reviewer in accordance with Point 8 Section 1, who becomes a voting member of the Examination Committee.

(8) The report by the tertiary reviewer shall be submitted within two months after his or her appointment. A review by a tertiary reviewer requested at the end of term time shall be submitted by the beginning of the following term.

(9) The reports shall be made available to the doctoral researcher. He or she may comment on them within 14 days.

(10) The doctoral thesis, the reports, and the doctoral researcher's comments, if any, shall be made available to the public for two weeks during term time, or for four weeks outside of term time. Each member of the Faculty who is an authorised examiner may comment in writing within three weeks of the date on which the doctoral thesis and the reports were made available to the public. The reports and the doctoral researcher's comments, if any, are to be treated as confidential by all who gain knowledge of them.

(11) If a member of the Faculty who is an authorised examiner submits an opinion in accordance with Section 10 opposing the acceptance, rejection, or assessment of the (doctoral) thesis, the Doctoral Degree Committee shall decide whether an additional reviewer is to be appointed in accordance with the procedure described in Point 8 Section 1. This reviewer must be a professor. The period of time during which the additional report must be submitted shall be the same as described in Point 9 Section 8. If the reviewer supports that opinion, the Examination Committee shall decide by majority vote in an open vote, taking the reports and the reasons given in the reports into account; the additional reviewer shall become a voting member of the Examination Committee. The decision, with reasons, is to be communicated to the doctoral researcher within a period of 14 days.

(12) If the doctoral thesis is rejected, the doctoral researcher has not passed the doctorate. The doctoral researcher shall have the opportunity to submit the revised doctoral thesis once within an appropriate period of time to be determined by the Examination Committee.

(13) One copy of the doctoral thesis and all the reports shall remain in the Faculty's files.

## 10. Oral examination (Article 11 RPO)

(1) The oral examination shall take place in the form of a defence before the Examination Committee.

(2) As a rule, the oral examination shall take place at least one week and at most eight weeks following the end of the period during which the doctoral thesis, the reports, and the doctoral re-





searcher's comments, if any, were made available to the public in accordance with Point 9 Section 10. The purpose of the oral examination shall be to prove the doctoral researcher's ability to discuss scholarly problems competently and independently. The doctoral researcher shall be heard when determining dates and times.

(3) As a rule, the oral examination shall have a duration of 90 minutes. Each doctoral researcher shall be examined individually; doctoral researchers who have submitted a group effort may be examined in a joint session. The doctoral researcher may present the most important results of his or her work. This presentation may take up to 15 minutes.

(4) The Dean may participate in the oral examination as an advisor. The Dean may instruct a professor to deputise for him or her.

(5) Minutes shall be taken concerning the relevant objects and results of the oral examination. The keeper of the minutes shall hold a doctorate and be employed by Bielefeld University. The minutes shall be signed by the members of the Examination Committee as well as the keeper of the minutes. The minutes may also be taken by a member of the Examination Committee.

(6) Following the oral examination, the Examination Committee shall decide with a simple majority in an open vote whether the doctoral researcher did or did not pass the oral examination.

(7) If the doctoral researcher fails to appear for the oral examination without a satisfactory excuse, he or she shall have failed the oral examination.

(8) If the doctoral researcher fails the oral examination, he or she can repeat it once in the framework of the doctoral examination process. The repeat oral examination may take place at the earliest three months and at the latest twelve months after the failed oral examination. If this time period has elapsed, the doctorate shall be failed, unless the failure to meet the deadline is due to circumstances beyond the doctoral researcher's control.

## **11. Overall grade of the doctorate (Article 12 RPO)**

(1) If the doctoral researcher has passed the oral examination, the Examination Committee shall assess the result using one of the following grades:

- summa cum laude (outstanding),
- magna cum laude (very good),
- cum laude (good),
- rite (satisfactory).

(2) After the doctoral researcher has passed the oral examination, the Examination Committee shall decide with a simple majority in an open vote about the overall grade of the doctorate using one of the following grades:

- summa cum laude (outstanding),
- magna cum laude (very good),
- cum laude (good),
- rite (satisfactory).

The overall grade of the doctorate may diverge from the grade given the doctoral thesis only if the results of the oral examination and of the doctoral theses are at least two grades apart. The chairperson of the Examination Committee shall inform the doctoral researcher of the overall grade, giving reasons, directly following the decision.



## 12. Award of the doctorate and certificate (Article 13 RPO)

Within one week of the decision of the Examination Committee, the Dean shall deliver a preliminary certificate to the doctoral researcher confirming that he or she passed the examination.

## 13. Publication of the doctoral thesis (Article 14 RPO)

(1) The doctoral researcher shall be required to make the doctoral thesis available to the scientific community in an appropriate manner by means of reproduction and dissemination by delivering deposit copies to the Faculty in accordance with Sections 2 and 3 in a version approved by the reviewers. These requirements shall represent a unit in terms of academic work to be performed. If the reports have established particular conditions for publication, the reviewers shall be required to use utmost care in monitoring whether the conditions have been met.

(2) The doctoral thesis shall have been made available to the scientific community in an appropriate manner when the author has made three copies, printed on permanent wood- and acid-free paper and in a permanent binding, available to the University Library free of charge, in addition to the copies required for the Faculty in accordance with Sections 1 and 3, and furthermore guarantees dissemination by one of the following means:

- a) delivery of another 60 copies, in letterpress or photocopied and bound form,
- b) proof of publication in a journal, or
- c) proof of dissemination if a commercial publisher undertakes its distribution through the book trade with a minimum print run of 150 copies; in this case, the publication as a doctoral thesis and the place of the doctorate shall be indicated on the reverse side of the title page, or
- d) delivery of an electronic version whose data format and data carriers shall be agreed with the University Library of Bielefeld University.

In the case of a), the University Libraries shall be required to retain an appropriate number of surplus copies for exchange for four years. In the cases of b) and c), the obligation to publish shall be considered to be met when three copies of the doctoral thesis have been submitted and a contract with an editor or a publisher is available from which it is apparent that the doctoral thesis shall be published. In the cases of a) and d), the doctoral researcher shall grant the University the right to produce and disseminate additional copies of his or her doctoral thesis within the scope of the statutory duties of the University Libraries, or to make additional copies available on data networks. If a doctoral thesis is disseminated by a commercial publisher, and if a grant from public monies is made available for printing costs, then an appropriate number of copies shall be provided to the University Library for purposes of exchange.

(3) The doctoral researcher shall deliver three copies of the published doctoral thesis to the Faculty free of charge.

(4) The specimen copies and deposit copies shall be delivered to the Faculty within two years of the passed oral examination. In well-founded cases, the delivery date may be extended by one year at a time, but not longer than five years in total. If this deadline is not met, the Dean shall determine, at the proposal of the Doctoral Degree Committee, that all rights obtained through the examination are terminated. The Doctoral Degree Committee shall take a decision concerning an objection on the part of the doctoral researcher in accordance with Point 3 Section 1.

## 14. Deception and revocation of the doctorate (Article 15 RPO)

- reserved-



## 15. Inspection (Article 16 RPO)

- reserved-

## 16. Objections to decisions taken in the doctoral examination process (Article 17 RPO)

- reserved-

## 17. Honorary doctorate (Article 18 RPO)

(1) The Faculty may confer the degree of Doctor of Philosophy honoris causa (Dr. phil. h.c.) for outstanding academic contributions or achievements.

(2) The Faculty Committee (*Fakultätskonferenz*) shall take a decision regarding the conferral of the doctoral degree honoris causa upon request of at least two members holding doctorates with a three-quarters majority of all voting members of the Faculty Committee holding doctorates.

(3) The honorary doctorate shall be conferred by presentation of a certificate, prepared for this purpose and signed by the Dean, in which the academic achievements of the recipient shall be acknowledged.

## 18. Joint doctorate with other universities (Article 19 RPO)

(1) The Faculty of History, Philosophy and Theology may also confer the degree of Doctor of Philosophy (Dr. phil.) jointly with a partner university or partner faculty in Germany or abroad. It shall also cooperate with the partner university or partner faculty conferring analogous academic degrees.

(2) Proof of the academic qualification required for the doctorate shall be provided by the doctoral researchers by means of performance in examinations. These shall consist of an academically substantial written work (doctoral thesis) and an oral examination (defence).

### 18 a. Agreement

Realisation of the doctoral examination process in accordance with Point 18 Section 1 shall require an agreement with a partner university or a partner faculty in which both institutions undertake to enable a joint doctorate and to arrange details of their cooperation.

### 18 b. Corresponding application

The provisions of the RPO and Points 2 to 16 shall apply to the doctoral examination process in accordance with Point 18 Section 1 Clause 1, unless stipulated otherwise in the following. The provisions of the agreement shall apply to the cooperation in accordance with Point 18 Section 1 Clause 2.

### 18 c. Admission to the doctoral examination process

(1) Points 4 a and 4 b shall apply with the proviso that the doctoral researcher must prove a degree qualifying him or her to obtain a doctorate at a university in the country or the *Land* (German federal state) in which one of the two partner universities or partner faculties is located.

(2) Points 5 a through 5 c shall apply with the proviso that the following materials are submitted with the application:



- a) a statement by the partner university or partner faculty endorsing admission to the doctoral examination process;
- b) a statement by a member of the partner university or partner faculty that he or she is willing to supervise the doctoral thesis;
- c) proof of matriculation at the partner university or partner faculty in accordance with Point 18 e Section 2.

#### **18 d. Doctoral thesis**

The doctoral thesis shall be written in German or in a language mentioned in the partnership agreement. A summary shall be appended in the other language.

#### **18 e. Supervision and matriculation**

(1) One authorised examiner who is a member of the Faculty and one who is a member of the partner university or partner faculty shall be the supervisors of the doctoral thesis.

(2) While preparing the doctoral thesis, the doctoral researcher must be matriculated as a degree student or as a doctoral researcher at the partner university or partner faculty for at least one term. Doctoral researchers who have completed a course of study of a corresponding duration at the partner university or partner faculty may be exempted from this requirement.

#### **18 f. Reviewers**

(1) The doctoral thesis shall be reviewed by one reviewer determined by the partner institution and one member of the Faculty, both of whom shall be authorised examiners.

(2) As a rule, the Doctoral Degree Committee shall determine the supervisors to be reviewers of the doctoral thesis.

(3) Point 18 d shall apply accordingly regarding the language of the reports.

#### **18 g. Oral examination**

(1) Point 10 shall apply accordingly regarding the oral examination, unless specified otherwise in the partnership agreement.

(2) Point 18 d shall apply accordingly regarding the language of the oral examination.

#### **18 h. Examination Committee**

The Examination Committee consists of four examiners. Two examiners shall be authorised examiners of the Faculty, and two shall be authorised examiners of the partner university or partner faculty. Each faculty must be represented by at least one examiner.

#### **18 i. Conclusion of the doctoral examination process**

(1) Article 13 RPO shall apply for the conclusion of the doctoral examination process with the proviso that the transboundary doctoral examination process is mentioned in the doctoral certificate (*Promotionsurkunde*).

(2) The certificate shall confirm the conferral of a single doctoral degree which may be used both in the form in which it was conferred by the partner university or the partner faculty and in the



form in which it was conferred by the Faculty of History, Philosophy and Theology. Certification may take place either

a) with a joint certificate signed and sealed by the Dean of the Faculty as well as the responsible representative of the partner university or partner faculty or

b) with two certificates, in each of the national languages. The Dean of the Faculty shall sign and seal the German part. The doctoral researcher shall be informed in an explanatory letter that the title may be used only in German or only in the language mentioned in the partnership agreement in accordance with Point 18 a. The partner university or partner faculty shall prepare its part of the doctoral certificate according to the regulations which apply there and shall, as appropriate, ensure state certification of the jointly supervised doctorate.

### 19. Entry into force and transitional arrangements (Article 20 RPO)

These Doctoral Regulations shall enter into force on the day following their publication in the official bulletin; *Verkündungsblatt der Universität Bielefeld – Amtliche Bekanntmachungen*. At the same time, the Doctoral Regulations of the Faculty of History, Philosophy and Theology of 1 September 2008 (official bulletin; *Verkündungsblatt der Universität Bielefeld – Amtliche Bekanntmachungen* vol. 37 No. 14, p. 212) shall cease to have effect; it shall continue to apply to all doctoral researchers who applied for admission prior to this Doctoral Regulations entering into force. Upon request of the doctoral researcher, the present Regulations may be applied in such cases as well. Such requests are irrevocable.

Issued on the basis of the decision of the Faculty Committee of the Faculty of History, Philosophy and Theology of Bielefeld University of 19 October 2011.

Bielefeld, 10 January 2012

The *Rektor*  
of Bielefeld University  
University Professor Dr.-Ing. Gerhard Sagerer