

Regulations governing the doctoral study program Economics and Management leading to the degree of Doktor der Wirtschaftswissenschaften (Dr. rer. pol.) at the Department of Business Administration and Economics at the Bielefeld University dated 27 July 2018

On the basis of Section 2 Paragraph 4 and Section 67 Paragraph 3 of the Law regulating Higher Education in the State of North-Rhine Westphalia (Hochschulgesetz – HG), dated 16 September 2014 (GV. NRW p. 547, last amended by law on 17 October 2017 (GV. NRW p. 221)) the Department of Business Administration and Economics at the Bielefeld University has passed the following regulations of study:

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Preamble

The regulations governing the advanced study and research program Economics and Management at the Department of Business Administration and Economics structure doctoral study procedures within the framework of the Bielefeld Graduate School of Economics and Management (BIGSEM).

Candidates complete a structured program of advanced studies and research, which may have to be supplemented by single elements of the Master programs Quantitative Economics, Business Administration and Economics, respectively Mathematical Economics, if the relevant requirements are not met. The doctoral examination procedure is determined in the Regulations for Awarding Doctorate Degrees at the Department of Business Administration and Economics.

§ 1

Scope of application

Based on the Regulations for Awarding Doctorate Degrees of the Department of Business Administration and Economics at the Bielefeld University dated 1 August 2011 (published in the Official Journal of the Bielefeld University – Public Notices – volume 40 No. 14 p. 218), last amended by law on 1 February 2018 (published in the Official Journal of the Bielefeld University – Public Notices – volume 47 No. 3 p. 25) in its respective current version, the regulations governing the advanced study and research program define objectives, contents as well as structure and progress of the advanced study course within the post graduate study program at the Department of Business Administration and Economics at Bielefeld University.

§ 2

Objectives of the doctoral study program

(1) The post graduate study program in Economics and Management is to prepare candidates for attaining the degree of 'Doktor/Doktorin der Wirtschaftswissenschaften (Dr. rer. pol.)'. It is to provide the necessary knowledge and skills to work self-reliantly on scientific problems in the field of Business Administration and Economics by applying approved methods and enable candidates to complete the advanced study course on this basis. Candidates may choose between the profiles "Economics", "Finance" and "Management". All candidates are guaranteed to receive sound methodological and theoretical training in all three areas.

(2) The program of study aims to prepare doctoral candidates for functions in the international academic community and a globalised world economy by teaching courses in English, supporting stays abroad and by integrating international teaching staff.

§ 3

Start of the program, period of study

(1) The doctoral study program is designed to start in the winter term.

(2) As a rule, the period of doctoral studies will take three to four years (= six to eight semesters)...

§ 4

Admission requirements

(1) In order to be admitted to a doctoral study course, applicants have to meet the requirements laid down in the department's Regulations for Awarding Doctorate Degrees. In addition, applicants whose first language is not English must provide evidence that they have a sufficient knowledge of this language by submitting the relevant qualifications. Relevant qualifications may, e.g. consist in the completion of an English-language study course at a state-approved institution of higher education or a comparable institution of higher education abroad or above-average results in standardised testing procedures (at least C1 according to the Common European Framework of Reference for Languages (CEFR) or a comparable certificate).

(2) In addition it will be assumed that applicants will already have attained above-average knowledge, at least warranting a grade B/Honours ["gut"] in the subjects listed below. In exceptional circumstances this grade may be waived. This is decided at the discretion of the Graduate Board in accordance with paragraph 3.

(a) The "Economics" profile presupposes above-average knowledge in the subjects microeconomics, macroeconomics and econometrics, largely corresponding in content and scope to the first-year courses of the Master study course Quantitative Economics at the Bielefeld University.

(b) The "Finance" profile presupposes above-average knowledge in the subjects Finance 1, Finance 2 and Microeconomics or Macroeconomics, largely corresponding in content and scope to the first-year courses of the Master study course Mathematical Economics, profile Finance, at Bielefeld University.

(c) The "Management" profile expects above-average knowledge in those branches of business administration corresponding in content and scope to the "Advanced Business Studies" profile in the Master study course Business Administration and Economics.

(3) In case the qualifications submitted by the applicants do not correspond to the generally applied requirements outlined in paragraph 2, the Graduate Board may impose conditions in order to guarantee uniform levels of performance. As a rule, these conditions will require the applicant to successfully complete the respective courses prescribed for the Master study program Quantitative Economics, Business Administration and Economics respectively Mathematical Economics, as

applicable. Further details are contained in the department's Regulations for Awarding Doctorate Degrees.

(4) Furthermore, the admission is based on the personal ability and motivation for scientific research. The decision is taken by the BiGSEM board in compliance with section 6 paragraph 1 on the basis of the documents mentioned in paragraph 5, a presentation and an interview.

(5) The application must include the following documents in English language:

- a completed BiGSEM application form
- a detailed curriculum vitae
- copies of your last/current academic transcripts/certificates
- a proof of English language proficiency
- an abstract of the master's thesis
- where appropriate copies of previous transcripts/certificates
- where appropriate copies of any other activities

(6) If, on the basis of the BiGSEM board, an applicant meets all the requirements mentioned in the previous paragraphs and is granted admission as a doctoral student at the Department of Business Administration and Economics (number 5 of the Regulations for Awarding Doctorate Degrees), the doctoral student has to enrol in the doctoral study program Economics and Management.

§ 5 Course guidance

(1) General course guidance will be provided by Zentrale Studienberatung der Universität Bielefeld (ZSB) [Central Student Advisory Service at the Bielefeld University].

(2) In questions regarding the organisation and preparation of studies, comprehensive guidance is offered by the BiGSEM and the professors involved in the study program.

§ 6 Responsibilities

(1) The Department of Business Administration and Economics is responsible for the doctoral study program and the relevant academic program. The Department Assembly (Fakultätskonferenz) elects a BiGSEM board for the responsibilities mentioned in sentence 4. The BiGSEM board consists of four members of the faculty's professors, the chairman of BiGSEM, who is also a member of the faculty's professors, and a member of the doctoral students enrolled in the doctoral study program. The responsibilities of the BiGSEM board include the selection of doctoral students, conceptual aspects, continuous development of both, the academic program and the qualification concept as well as its co-ordination and quality assessment.

(2) The decision to accept applicants as candidates for a doctorate degree is made by the Graduate Board at the Department of Business Administration and Economics; it is also responsible for ensuring supervision, arbitration in case of disputes and starting the doctoral examination procedure. The BiGSEM board suggests applicants for doctoral admission to the Graduate Board.

(3) Supervisors are appointed in accordance with article 5 (2) of the Regulations for Awarding Doctorate Degrees issued by the Department of Business Administration and Economics. This article also regulates the conclusion of supervision agreements.

§ 7

Study achievements and progress

(1) Academic achievements listed in §8 are achievements that have to be performed but not passed. They have to be assigned individually. The scope is based on the associated workload which will be described in detail by the lecturer and announced before the beginning of the course. The performance of academic achievements and its monitoring can require an attendance.

(2) Examination achievements based on §8 ensure the monitoring of the acquired competences. The examination can be implemented as a written exam, a report, an essay, a homework, a presentation or an oral exam, and will be announced by the lecturer before the beginning of the course and will be evaluated on the basis of Section 17 Paragraph 1 of the regulations for awarding a masters' degrees (MPO fw.) dated 1 September 2015 (published in the Official Journal of the Bielefeld University – Public Notices – volume 44 No 15 p. 424) in its last amended version. Further details are contained in Section 10 and Section 17 MPO fw.

(3) The regulations for deregistration of exams (§14 MPO fw.), for disadvantage compensation (§15 MPO fw.) and for the acceptance of study periods and achievements (§16 MPO fw.) hold true accordingly.

§ 8

Curriculum

(1) During the doctoral study program 180 ECTS (1 point in the European Credit Transfer System = 30 hours workload) have to be accumulated. One academic year comprises 60 ECTS. ECTS are awarded for the successful completion of field courses, mini courses (fixed-time block seminars carrying half the workload of an elective course), the BiGSEM colloquium and research seminars as well as for work accomplished in connection with the doctoral thesis. In addition, further ECTS may be acquired through optional assignments like, for example, language courses, presentations at conferences, practical work, placements/internships, participation in a reading group and others. Within the framework of national and international doctoral study programs, in particular those affiliated to BiGSEM, ECTS may also be collected at partner universities. Only those courses can be taken into account which were not already chosen during the Master program Quantitative Economics at Bielefeld University or a comparable program in accordance with the associated examination regulations.

(2) All courses taught during the first year of study will introduce doctoral candidates to the current state of research in selected areas of Business Administration and Economics. In the second and third year doctoral candidates will primarily concentrate on preparing their doctoral thesis. In all years doctoral candidates will take part in both the BiGSEM colloquium and the research seminar. The program will be supplemented by attending workshops with international contributors.

(3) The 180 ECTS mentioned in paragraph 1 and the associated achievements can be attained in one of the following three profiles:

Profile “Economics“ (first year)

Courses	Achievements	ECTS
Field Course Pro Eco (each 4 ECTS)	a graded exam for each course	16
BiGSEM Colloquium (each 3 ECTS)	an ungraded academic achievement	6
Research Seminar (each 2 ECTS)	regular attendance	4
Work on Doctoral Thesis	academic achievements	24
Electives	an ungraded academic achievement for each	10
Total		60

Profile “Finance“ (first year)

Courses	Achievements	ECTS
Field Course Pro Eco (each 4 ECTS)	a graded exam for each course	16
BiGSEM Colloquium (each 3 ECTS)	an ungraded academic achievement	6
Research Seminar (each 2 ECTS)	regular attendance	4
Work on Doctoral Thesis	academic achievements	24
Electives	an ungraded academic achievement for each	10
Total		60

Profile “Management“ (first year)

Courses	Achievements	ECTS
BiGSEM Colloquium (each 3 ECTS)	an ungraded academic achievement	6
Research Seminar (each 2 ECTS)	regular attendance	4
Work on Doctoral Thesis	academic achievements	30
Electives	an ungraded academic achievement for each	20
Total		60

The following courses are considered during the second year for all profiles:

Courses	Achievements	ECTS
BiGSEM Colloquium (each 3 ECTS)	an ungraded academic achievement	6
Research Seminar (each 2 ECTS)	regular attendance	4
Work on Doctoral Thesis	academic achievements	30
Electives	an ungraded academic achievement for each	20
Total		60

The following courses are considered for all profiles in the third year:

Courses	Achievements	ECTS
BiGSEM Colloquium (each 3 ECTS)	an ungraded academic achievement	6
Research Seminar (each 2 ECTS)	regular attendance	4
Work on Doctoral Thesis	academic achievements	40
Electives	an ungraded academic achievement for each	10
Total		60

(4) Successful completion of academic achievements will be recorded via the electronic course catalog (ekvv) by the lecturer.

§ 9

Completion of study program and certificate

(1) The proof of 180 ECTS associated to the academic achievements listed in §8 are prerequisite for opening the doctoral examination procedure.

(2) In accordance with the rules laid down in the Regulations for Awarding Doctorate Degrees of the Department of Business Administration and Economics, the doctoral thesis will be submitted to the Graduate Board of the Department of Business Administration and Economics.

(3) Providing the thesis is considered to be of sufficiently high standard to recommend the award of the degree, the oral examination will subsequently be held in accordance with the rules laid down in the Regulations for Awarding Doctorate Degrees of the Department of Business Administration and Economics. Once the oral examination has been successfully passed as well, the doctoral study program is completed.

(4) After successful completion of the doctoral study program based on Paragraph 3 Sentence 2, candidates will receive a Certificate proving the successful completion of the doctoral study program as well as a Transcript of Records (ToR) documenting all credits gained and grades awarded.

§ 10

Scope of application, coming into effect, and announcement

These Regulations apply to all doctoral students enrolled in the doctoral study program Economics and Management at the Department of Business Administration and Economics at Bielefeld University. It will take effect on 1 October 2018 and will be published in the Verkündungsblatt der Universität Bielefeld – Amtliche Bekanntmachungen – [Official Journal of the Bielefeld University – Public Notices]. At the same time the Regulations for the doctoral study program Economics and Management at the Department of Business Administration and Economics dated on 15 February 2012 (Official Journal of the Bielefeld University – Public Notices – volume 41 No 5 p 11) will expire.

Issued on the basis of the decision taken at the Department Assembly (Fakultätskonferenz) of the Department of Business Administration and Economics at Bielefeld University on 27 June 2018.

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