

Check list: Acceptance as doctoral candidate Dr. rer. pol.

- Application** for acceptance as doctoral candidate, to be addressed to the dean of the faculty 4 (a simple letter is sufficient)
- Supervision agreement** of the faculty 4, signed by supervisor, mentor and doctoral candidate
- Certified copies of the **diplomas** that entitle you to pursue the doctoral degree of “Dr. rer. pol.”, alternatively simple copies if the originals are presented to the dean’s office when handing in the application for acceptance as doctoral candidate
(If your studies consisted of multiple phases – e. g. Bachelor and Master studies – both/all diplomas are needed. If your diplomas have been obtained abroad, please refer to our separate checklist “pursuing a doctoral degree with diplomas obtained abroad” before handing in your application.)
- Short CV** including your educational background
- An **assurance regarding previous attempts** to obtain a doctoral degree (attached)
- If applicable: An **overview of planned additional qualifications** (courses of study) that are necessary to be eligible for a doctoral degree in agreement with the supervisor

Studies Requirements: Proof of completion of studies with at least a grade of 2.5 or "good" in the form of a diploma, "magister" or master certificate or a certificate of successful completion of the first teachers' state examination. Studies (consecutive studies if applicable) must comprise at least 300 ECTS credit points until completion or be comparable to that scope of studies. (The Faculty Council may allow exceptions or additional qualifications for eligibility to pursue a doctoral degree.)

Prerequisites for a „Dr. rer. pol.“ degree: Your academic achievements should lie mainly within Economics and the topic of the thesis should focus on Economics. Academic achievements mainly in an area exist if least 95 ECTS credit points (excluding theses) were obtained in that area. The area of Economics particularly comprises Microeconomics (Business Economics, Business Administration), Macroeconomics (Political Economics, National Economics) and (Business) Information Systems (Business Informatics). (The Faculty Council may allow exceptions or additional qualifications for eligibility to pursue a doctoral degree.)

Please note: It is not allowed to simultaneously apply for acceptance as doctoral candidate at the faculty 4 of the University of Hildesheim more than once, even if for different doctoral degrees. After having been accepted as doctoral candidate, you may not apply for acceptance a doctoral candidate again (even if for a different doctoral degree) as long the first acceptance is still valid or until you have recalled your first application.

Assurance regarding previous attempts to obtain a doctoral degree

Full name: _____

Place of birth: _____

Date of birth: _____

I hereby assure that

(Please check applicable box.)

- I have made no previous attempts to obtain a doctoral degree.
- I have made the following previous attempts to obtain a doctoral degree:

(You must list at least the date you applied for or started your doctoral degree, the date of the end or refusal of the attempt(s) and the university and faculty as well as the topic of the attempt(s). Please outline the timeline and process of previous doctoral studies as clearly and comprehensively as possible as to leave no doubts.)

(Place, Date)

(Signature)