

This guide serves as a supplement to the doctoral degree regulations [DDR] of the Faculty of Economics and Social Sciences. It is legally non-binding and contains general information, especially regarding decisions of the doctoral degree committee [DDC]. The sections below refer to the doctoral degree regulations [DDR].

1. Doctoral Subjects

The DDR do not specify in detail the subject in which a doctorate at the Faculty of Economic and Social Sciences can be awarded, but the DDC generally defers to precedents already set.

Currently, the following doctoral subjects are available:

- Historical and Cultural Anthropology
- Education Sciences (Empirische Bildungsforschung)
- Education (Erziehungswissenschaft)
- Political Science
- Psychology
- Sociology
- Sport Science
- Economics
- Subject Didactics (with indication of the respective doctoral subject)

2. General Information:

1.1 **Information and forms** for doctoral studies can be found here: <https://uni-tuebingen.de/fakultaeten/wirtschafts-und-sozialwissenschaftliche-fakultaet/forschung/promotion/> (to get the information in English click "Sprache")

1.2 All doctoral candidates **must** apply for acceptance as doctoral candidates **at the beginning** of their doctoral studies. This should be done as soon as possible, but only after consultation with the supervisor, and if necessary, the supervisor's preliminary review of the degree (see item 2).

1.3 All doctoral candidates should appoint two supervisors for their doctorate from the start. The name of the second supervisor can be communicated up to 6 months after acceptance as a doctoral candidate. The DDR do not distinguish between first and second supervisors. No distinction is made between first and second reviewers or first and second examiners.

1.4 According to the DDR §4(6), **one of the supervisors must be a university lecturer** (according to LHG §44[1]) **qualified in the doctoral subject and a full-time faculty member**. Further possible supervisors are listed in § 4(6). Only the DDC can approve of the supervision of specifically designated doctoral candidates by junior research group leaders.

1.5 Normally both supervisors are professors of the faculty. LEAD professors and external professors in Research Training Groups that have the appropriate academic qualifications are also considered as supervisors to doctoral candidates of the respective Research Training Group and do not need to be applied for to the DDC. An application for another **external supervisor** must be strongly justified and supported by the faculty's supervisor.

1.6 The PhD committee has decided that **private lecturers and non-scheduled professors** may be appointed as **reviewers** for up to two years after retirement. They may not accept any new doctoral candidates after retirement.

1.7 Professors following **an external call** will be treated as professors of the faculty up to two years after their departure. They are then assigned the status of external supervisor or assessor.

1.8 **A doctoral agreement** must be concluded between the doctoral candidate and the supervisors and a copy must be attached to the application for acceptance as a doctoral candidate. (Access the form in the link above). It is also an important part of the hiring documents if the candidate starts an employment position at the University.

1.9 The DDR make a formal distinction between supervisors and reviewers, but the supervisors are usually appointed as reviewers (see also 1.15).

1.10 A mentoring relationship can only be terminated with a written statement to the candidate.

1.11 The DDC has decided to use **the five-year rule** in § 4 (8) as an opportunity to request an application for extensions from doctoral candidates who exceed this period. As a rule, an extension can only be granted after consultation with the supervisors.

1.12 The doctoral candidate is asked to arrange the **defense** with the examiners and the chairman and to organise a room. Since the examination is open to the faculty members, a room must be selected that allows for the inclusion of listeners. The chairman chairs the examination on behalf of the Dean and is at the same time an active examiner. He will receive all the necessary documents from the deanery.

1.13 **Publication-based or publication-oriented doctorates** are possible; they must correspond to the content of a monograph. The following general rules apply to all subjects:

- Continuous page numbering
- Unified index of publications
- An introduction written solely by the doctoral student that presents the overall topic of the individual papers and a summary in which the results are linked. This framing should be substantial. The number of pages required in the subjects varies (see appendix to the guide).
- Reference to the underlying paper and the co-authors must be included in the dissertation.

The DDC has defined further guidelines applicable to the respective subject (see Appendix to the Guide, pages 5-16). The supervisors should communicate these standards to the doctoral students and monitor their compliance. Further information can also be found in the "Guidelines on Scientific Integrity" on the homepage.

1.14 In the case of publication-based or publication-oriented dissertations, the reviewers are requested to ensure compliance with the requirements of the DDR and the subject-specific guidelines in the Appendix to the guide and to comment briefly on them in their report. This opinion is particularly necessary when external reviewers are involved.

1.15 If there is a **co-authorship with both supervisors** in a publication-based or publication-oriented dissertation, only one may be appointed as reviewer. The chairperson should not have any joint work with the doctoral candidate.

1.16 Since March 30, 2018, all newly accepted doctoral students are obliged to enrol, unless they are employed full-time at the University of Tübingen and have declared in writing that they do not wish to be enrolled.

3. Acceptance as a Doctoral Candidate

3.1 Preliminary Examination of the Degree Qualifications

The formal requirements for the doctorate must be pre-checked by the potential first supervisor before the supervision can be granted. The following table summarizes the requirements (the detailed conditions of acceptance can be found in the doctoral degree regulations [DDR] § 3):

	Type of degree	Grade of Degree	PhD Subject	Performance	Verification Requirements	Usual Conditions	Remarks and reference to doctoral degree regulations (DDR)
1a	- Master (after Bachelor) - other degree with min. 4 years regular study time at university, PH or KH in Germany	"Good" or better	yes	none	none	none	See §3 (1) 1 Note: Acceptance is usually prompt if the application is complete (call the Dean's Office beforehand in case of urgency)
1b			no	yes	Doctoral degree committee [DDC] via the Dean's Office	Acquisition of 30-60 ECTS	See §3 (2) Exception § 3 (3): If endorsed by a member of DDC, DDC may recognise another final examination as equivalent
1c		"satisfactory" with a final thesis grade of „good“	yes	none	none	none	See §3 (1) (2) DDC must agree according to DDR
1d			no				No doctorate possible
1e		"satisfactory" (without thesis "good") or worse than "satisfactory"					No doctorate possible
2a	Degree acquired abroad that is equivalent to point 1a	Equivalent topPoint 1a-c	yes	Not necessary if equivalence is established	Equivalence: Department V.2, via the Dean's Office	none	See §3 (4) 1) and 2)
2b				Yes, if equivalence is questioned	Equivalence: Department V.2, via the Dean's Office	Oral examination by 2 full-time university teachers	See §3 (4) 4) and following
2c			no				No doctorate possible
2d		Equivalent to point 1d					No doctorate possible
3a	Diploma programme at a university of applied sciences or university of cooperative education or particularly qualified graduates of a Bachelor's programme	1,5 or better	yes	yes	DDC via the Dean's Office	Total of 60 ECTS with a seminar or term paper	See §3 (5)
3b			no				No doctorate possible
3c		Worse than mark 1,5					No doctorate possible

Subject-specific Standards: a) In the absence of a major subject examination
b) For publication-oriented or publication-based dissertations

3.2 Preliminary examination of any additional study still to be undertaken:

In the case of 1b, 1c, or 3a, the mentor is asked to look at the candidate's achievements and provide feedback whether and to what extent he or she should undertake additional study (noted in Appendix to the Doctoral Degree Guide). This preliminary examination does not replace the determination of conditions by the DDC, but helps the candidate to assess whether he/she would like to make extra efforts in preparation for pursuing the degree. Specific conditions are determined by the DDC when an application for acceptance as a doctoral candidate is submitted.

Candidates should be advised that it only makes sense to catch up on courses or get involved in projects after they have been accepted as doctoral candidates.

4. Tasks of the Specialist Representative on the Doctoral Degree Committee

Subject representatives are elected to the DDC as representatives of the subject. On behalf of the DDC, they will be asked to provide opinions on questions that may arise when accepting a doctoral candidate (e.g. request for an external supervisor, need to set conditions). Conditions for doctoral candidates are meant to guarantee a post-qualification in the doctoral subject. If the candidate whose preliminary work is to be examined is a doctoral candidate of the subject representative, a deputy of the subject representative will be asked to serve as subject representative.

In the respective subjects, a catalogue of requirements for the qualification of candidates in the event of a missing major or other missing qualification has been defined so that the subject representative has some orientation regarding requirement expectations (see Appendix to the Doctoral Degree Guide).

Subject-specific Standards: a) In the absence of a major subject examination
b) For publication-oriented or publication-based dissertations

Doctorate in Historical and Cultural Anthropology (EKW)

a) Prerequisites for admission to a doctorate for those who do not hold a major degree in Historical and Cultural Anthropology or a directly comparable subject (European ethnology/anthropology) are the following academic and examination achievements in the course of doctoral studies:

Lecture Introduction to the EKW, 2 SWS	4 ECTS
1 further lecture from EKW, 2 SWS	4 ECTS
Seminar Cultural Theories, 2 SWS	6 ECTS
1 further seminar with focus on methods (2 SWS)	6 ECTS
Possibly supplementing the seminar performance with self-study	2 ECTS
alternatively: further lecture or (excursion) seminar (2 SWS)	4 ECTS
Participation to Institute Colloquium, 2 SWS, with presentation or similar	4 ECTS
Self-study concepts and case studies. Analysis of everyday life	9 ECTS
Participation Doctoral Colloquium, several days, with short introduction	4 ECTS
Participation Doctoral Colloquium, several days, with presentation	6 ECTS
 Total	 41-45 ECTS

For admission according to § 3 (3) ("other final examinations"), § 3 (4) ("Degrees at foreign universities") and § 3 (5) ("Fachhochschulen and Berufsakademien") no general regulations apply to the doctoral subject Historical and Cultural Anthropology.

b) Standards for publication-oriented dissertations

No guidelines at the present time.

Subject-specific Standards: a) In the absence of a major subject examination
b) For publication-oriented or publication-based dissertations

Doctorate in Education Sciences (Empirische Bildungsforschung)

a) Eligibility and subsequent academic achievements in the subject Education Sciences for doctoral students who have not studied Education Sciences or a related subject in the main subject, or have a non-university degree:

No follow-up work is required from graduates who have studied education sciences or a closely related subject such as school psychology, educational psychology with a focus on institutional issues, quantitatively oriented educational sociology or education with a quantitative-methodological and educational focus.

A case-by-case examination is necessary for other applicants who may be admitted, possibly under the conditions of undertaking supplementary credits, if they either have sound knowledge of the quantitative methods of education sciences and/or sound knowledge of education.

Sound education science knowledge may have been acquired, for example, in an education theory, education science or subject didactics course of study. In the absence of these, follow-up services amounting to 15 to 30 ECTS must be provided. In order to complete the postgraduate requirements, the candidate can attend a lecture on education sciences from the M.Sc. Empirical Education and Psychology degree program, as well as corresponding seminars from the basic area, and certain courses from the fields of education, educational science, sociology, school psychology.

In addition to the usual spectrum of quantitative introductory social science courses (statistics, diagnostics, evaluation and intervention), students must demonstrate sound knowledge of empirical education research methods in areas that include measurement/assessment, design & causality and elaborated statistical analysis methods such as multi-level analysis and dealing with missing values. If this knowledge is lacking, 15 to 30 ECTS are to be completed. These can be acquired by attending courses obtained through the Empirical Education Research and Educational Psychology M.Sc., as well as within the framework of the LEAD Graduate School & Research Network.

The scope of the follow-up services is generally determined by case-specific circumstances.

b) Requirements for publication-oriented dissertations and monographs in Education Sciences

In the subject Education Sciences, the publication-oriented dissertation is the norm. It comprises several thematically related manuscripts, which are framed by an introduction and an overall discussion. As a rule, three to four manuscripts are expected in the publication-oriented dissertation for which the doctoral candidate is the first author, and which are eligible for submission to, or have already been published in a peer-reviewed journal. Thereafter, additional manuscripts with other first authors are welcome. The proportion of the author's written part in joint manuscripts must be declared transparently; multiple authorships are common practice in leading journals of the subject. The framework of the dissertation, on the other hand, must be single authored.

Monographs should only be undertaken if they are relevant to the dissertation. Here too, approved peer-review procedures will be followed to ensure the high quality of the monograph.

Subject-specific Standards: a) In the absence of a major subject examination
b) For publication-oriented or publication-based dissertations

Doctorate in Education (Erziehungswissenschaft)

a) Postgraduate educational studies for doctoral students who have not majored in education or have a non-university degree:

Subsequent academic requirements in the subject of education will be determined according to the specifications below. The scope of the follow-up services is determined by case-specific circumstances, however the qualifications listed below generally apply:

1. Doctoral candidates who have not majored in education or have a non-university degree from a Hochschule or vocational college must provide achievements in accordance with the specifications (see below) to obtain 30-60 ECTS. Relevant study achievements which correspond to the specifications below will be recognised.
2. Relevant coursework provided as part of a structured doctoral college is recognised as equivalent if it meets the following specifications.
3. Relevant academic achievement that has been completed in the context of a minor course of study in education or parts of studies in education in a teacher's course of study at a teacher training college will be recognised - provided that they meet the specification requirements set out below.

Specification requirements for postgraduate studies in the field of education:

1. General Education (**6 ECTS**)
2. General basic questions of a selected field of education (**6 ECTS**):
 - a) School pedagogy
 - b) Social pedagogy/social work
 - c) Adult education/further education
 - d) Empirical Educational Research/Pedagogical Psychology
3. Academic achievements in an elective field or in a combination of elective fields within the chosen subject area (**6 ECTS or 12 ECTS**):
 - a) School pedagogy
 - b) Social pedagogy/social work
 - c) Adult education/further education
 - d) Empirical Educational Research/Pedagogical Psychology
 - e) General Education Science
4. Research Methods (Masters Level):
Quantitative procedures (**6 ECTS**)
Qualitative procedures (**6 ECTS**)
5. If necessary, to achieve **60 ECTS**:
Research workshop in the Master's programme or equivalent course (**12 ECTS**)
Proven self-study (**12 ECTS**)

Subject-specific Standards: a) In the absence of a major subject examination
b) For publication-oriented or publication-based dissertations

Doctorate in Education

b) Requirements for publication-oriented dissertations in Education (based on the DGfE criteria for publication-oriented dissertations)

As a rule, at least three published or accepted for publication papers should be submitted. In all cases it is the responsibility of the supervisor to check the quality and evaluate the contributions.

Contributions that have been published or accepted for publication should have undergone a peer review process.

Depending on the subject area, different guidelines are effective regarding first authorship/sole authorship. However, the standard for all subject areas is that at least two contributions must be submitted with the candidate as first author.

As a rule, the publications should not be older than 5 years.

The submitted contributions are to be accompanied by an introductory and classifying framework text of approx. 30 pages as well as a summary discussion. This includes the formulation of the overarching problem and question, classification of individual contributions to the overarching problem and question, as well as the relevancy of the topic to the current research discourse. Introduction and summary are to be single authored.

In addition to the submitted papers, the introduction and the summarizing discussion must also be reviewed in accordance with the requirements of a dissertation.

Subject-specific Standards: a) In the absence of a major subject examination
b) For publication-oriented or publication-based dissertations

Doctorate in Political Science

a) Prerequisites for admission to a doctorate in the absence of a major in political science:

1. At least 6 ECTS in each of the three sub-disciplines of political science (international relations, political theory, comparative politics) and a further 6 ECTS in the area of political economy (24 ECTS)
2. At least one further in-depth course in the sub-section of the dissertation (6 ECTS)
3. At least two semesters of active participation (with presentation) in a colloquium relevant to the dissertation topic (12 ECTS)
4. Former achievements of equal value may, in agreement with the expert representative on the DDC, be credited by the Dean's Office toward the services to be rendered under (1), (2), and (3). After examining the individual case, the expert representatives, in consultation with the designated supervisor, may propose to the Dean's Office any exceptions beyond points (1), (2), and (3).

b) For the subject of Political Science, a publication-oriented doctorate requires:

1. The submission of at least three essays published or accepted for publication in high-ranking, internationally double-blind peer-reviewed journals, at least two of which are in general single-author papers. The articles must not have any significant redundancies and their subject matter must be consistent.
2. The submission of a written statement of the conceptual and/or content-related consistency of the texts, no less than 20 pages in length.
3. A letter of endorsement from the first supervisor on the acceptance of the publication-oriented doctorate.

Subject-specific Standards: a) In the absence of a major subject examination
b) For publication-oriented or publication-based dissertations

Doctorate in Psychology

a) Postgraduate studies in psychology for doctoral students who have not majored in psychology or have a non-university degree:

In general, a doctorate in psychology requires a diploma in psychology or a master's degree (possibly also in the fast-track version) in psychology from a university. Within narrow limits, exceptions are possible if the applicants can prove that they have studied psychology as a minor subject or have completed significant academic work in psychology as part of another major subject. Non-university education in psychology is not recognized. Foreign degrees must be reviewed on a case-by-case basis.

The scope of the follow-up services is determined by case-specific circumstances but follow these general guidelines:

1. Doctoral candidates who have not studied psychology as a major subject must arrange to complete supplementary work in accordance with specifications (see below) in the amount of 30-60 ECTS. Relevant study achievements which correspond to the specifications below are recognised.
2. Relevant coursework completed within the framework of a structured doctoral program is recognised as equivalent, provided that it meets the following specifications.

Guidelines for supplementary work in the field of psychology:

1. Lectures, e.g. Introduction to Psychology or Introduction to Empirical Educational Research or Educational Psychology (6 ECTS).
2. In-depth study of a selected field of psychology (usually seminars and workshops) (12 ECTS), e.g.:
 - a) Educational Psychology
 - b) Motivational Psychology
 - c) Quantitative Methods
3. Attendance of colloquia, lecture series, etc. (12 ECTS)

Subject-specific Standards: a) In the absence of a major subject examination
b) For publication-oriented or publication-based dissertations

Doctorate in Psychology

b) Requirements for publication-oriented dissertations and monographs in the field of psychology

In psychology, the publication-oriented dissertation is the norm. It comprises several thematically related manuscripts, which are framed by an introduction and an overall discussion. As a rule, two to four manuscripts are expected in the publication-oriented dissertation for which the doctoral candidate is the first author and which are eligible for submission to, or have already been published in a peer-reviewed journal. Thereafter, additional manuscripts with other first authors are welcome. The proportion of the authors work in joint manuscripts must be declared transparently; sole-author papers are unusual in leading journals of the subject and are therefore not regarded as a special quality feature. On the other hand, the framing of the dissertation must always be sole authored.

Monographs should only be undertaken if they are relevant to the dissertation. Here too, approved peer-review procedures will be followed to ensure the high quality of the monograph.

Subject-specific Standards: a) **In the absence of a major subject examination**
b) **For publication-oriented or publication-based dissertations**

Doctorate in Sociology

a) Anyone who has not taken a main subject examination in sociology should complete studies in general sociology, particularly in the methods of empirical social research and the special area of sociology targeted in the dissertation, earning 30 - 60 ECTS.

Relevant coursework in other subjects can be recognised. Participation in the doctoral colloquium of the first supervisor is obligatory.

b) Articles in professional journals that are submitted as part of a publication-oriented dissertation should have an internal consistency and should not be redundant. As required by the DDR, they are to be framed by an introduction and coherent synopsis. As a rule, at least three manuscripts are expected to be ready to submit or already submitted to a peer-reviewed journal (or are already in print or awaiting printing). The contributions should be written with the candidate as first author, at least one of the essays has to be sole authored.

Subject-specific Standards: a) In the absence of a major subject examination
b) For publication-oriented or publication-based dissertations

Doctorate in Sport Science

a) Doctoral candidates in the field of sport science who have not completed a major in sport science must, as a rule, attend courses amounting to 30 ECTS for qualification.

Courses in the scope of 27 ECTS are to relate to basic sport science, theory of sport science, and methods of sports science. These include general and topic-specific research colloquia from the Institute of Sport Science. At least 3 ECTS should come from one or more areas of sport theory and practice.

Equivalent achievements can be acknowledged on application. These include, for example, study achievements within the framework of interdisciplinary doctoral and research networks that have integrated relevant sport science content into their own doctoral programmes. Similarly, academic achievements in the minor subject of sport science or in an incomplete major in sport science can be credited toward the achievements to be completed.

b) The publication-based dissertation comprises at least 3 papers that have been submitted to professional journals in the A category of the CHE publication analysis or equivalent publication formats. At least 2 of the submitted contributions must be first-authored, with at least one having been accepted for publication. The proportion of one's own work in joint manuscripts must be declared transparently.

General Rules

The criteria of publication analysis used by the CHE (mainly systematic peer review procedure, international quality standards), which are accessible via the German Association for Sport Science (http://www.sportwissenschaft.de/fileadmin/pdf/download/CHE-Zeitschriftenliste2012_web.pdf), are decisive for the classification of contributions in category A.

Reviewers will evaluate the comparability of contributions in publication formats that are not listed in the A category of the CHE publication analysis.

In addition to the contributions submitted, a coherent single-authored synopsis must be prepared (minimum 30-40 pages).

As an alternative to the publication-based dissertation, it is still possible to submit the dissertation as a monograph.

Subject-specific Standards: a) **In the absence of a major subject examination**
b) **For publication-oriented or publication-based dissertations**

Doctorate in Economics

a) Those who have not completed a main subject examination in the doctoral subject will generally have to take at least 30 ECTS in economics at the University of Tübingen. At least three courses at an advanced level in the chosen subject area of the doctorate must be among the subsequent study and examination achievements. The three courses are only recognised as belonging to the chosen subject area if the main supervisor agrees.

b) The publication-oriented dissertation in economics comprises several thematically related manuscripts, which are framed by an introduction and an overall discussion. As a rule, three to four manuscripts are expected to be ready to submit or already submitted to a peer-reviewed journal (or are already in print or awaiting printing). Multiple authorships are possible; however, the proportion of the parts written by the author in joint manuscripts must be declared transparently. The framing of the dissertation must in any case be sole authored.

Subject-specific Standards: a) In the absence of a major subject examination
b) For publication-oriented or publication-based dissertations

Doctorate in Didactics (e.g. in Economics, Political Science, Sport Science)

a) Subsequent academic preparation within the scope of a didactic doctorate for those doctoral students who have not acquired any didactic achievements in their previous studies (e.g. through teacher training):

Subject-related didactic courses amounting to 15 ECTS must be taken up (corresponds to the scope of teaching at the Gymnasium according to the framework for teacher training courses in Baden-Württemberg from 27 April 2015). The DDC, in consultation with the doctoral supervisor, will determine the courses to be completed or any credits that can be taken into account.

b) Requirements for publication-oriented dissertations in subject didactics:

A publication-oriented, didactic dissertation is usually based on at least three contributions. At least two papers should be eligible for submission, accepted for submission, or already published in recognised peer-reviewed journals. The work contains a frame of approx. 30 pages. The framing contains an introduction and an overall discussion, all of which is sole authored. In addition, the same requirements apply as for the respective subject doctorates.