



Checklist for a doctoral procedure in case of lacking knowledge in the doctoral subject

Doctoral student Last name: _____ First name: _____

Doctoral Subject: _____

Supervisor: _____

Application for acceptance as a doctoral candidate from: _____

Enclosures: Bachelor's degree Bachelor's Transcript
 Master's degree Master's Transcript
 further enclosures _____

Academic achievements equivalent to knowledge in the doctoral subject:

a) Achievements in methods and methodology of the subject
 Master level
 Bachelor level
equivalent to _____ ECTS

b) Achievements in theoretical foundations of the subject and in science theory
 Master level
 Bachelor level
equivalent to _____ ECTS

c) Achievements in a special field/subfield/field of action
 Master level
 Bachelor level
equivalent to _____ ECTS

d) Achievements from professional experience, teaching, trainer licenses, certificates, etc.
equivalent to _____ ECTS

e) Achievements that are relevant to the dissertation but do not belong to it in terms of subject matter. (from studies as well as through lectures, papers etc. with other topics):

equivalent to _____ ECTS

Knowledge and experience in scientific work and research design are demonstrated by a thesis in BA and MA (= 20 ECTS): Yes No

equivalent to _____ ECTS

Total number of credits earned: _____ ECTS



In total, the achievements correspond to
 a Master's degree in the doctoral subject or

equivalent achievements amounting to _____ ECTS.

There are _____ ECTS still to be completed with special consideration of deficits (up to 60 ECTS from a-e).

The following courses are recommended:

1. _____
2. _____
3. _____
4. _____
5. _____

Comments: _____

Supervisor: _____

Date: _____ Signature: _____

Subject representative on the doctoral committee: _____

- I agree with the proposals.
 Suggestions for changes / additions:

Date: _____ Signature: _____

Head of PhD committee: _____

Date: _____ Signature: _____