



An das  
Dekanat der Mathematisch-  
Naturwissenschaftlichen Fakultät  
Dr. Elaine Huggenberger  
Auf der Morgenstelle 8  
72076 Tübingen

## Habilitation Application

Habilitation

Habilitation Transfer (Umhabilitation)

To the Dean of the Faculty of Science

I hereby apply for the admission to the habilitation procedure at the Faculty of Science of the University of Tübingen.

Surname: \_\_\_\_\_

First name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Place of Birth: \_\_\_\_\_

Nationality: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_

**Subject or subjects for which the authorization to teach (venia legendi) is requested:**

\_\_\_\_\_

**Title of habilitation thesis:**

\_\_\_\_\_

\_\_\_\_\_

**Character of habilitation thesis:**

Monography       Accumulation of publications/manuscripts

**Suggestion for the choice of reviewers:**

Please make at least 4 suggestions (not necessary in case of a "Umhabilitation", see below)

Reviewer 1: \_\_\_\_\_

*This reviewer should be a full professor at the university of Tübingen and a member of the department of the Faculty of Science related to the habilitation subject; normally this is the mentor.*

Reviewer 2: \_\_\_\_\_

Homepage reviewer 2: \_\_\_\_\_

Reviewer 3: \_\_\_\_\_

Homepage Reviewer 3: \_\_\_\_\_

Reviewer 4: \_\_\_\_\_

Homepage Reviewer 4: \_\_\_\_\_

*These reviewers may be professors, university lecturers or "Privatdozenten" at the University of Tübingen or another university or equivalent scientific institution (in Germany or abroad) and are not usually members of the Faculty of Science at the University of Tübingen. These reviewers will be checked to determine whether there is an appearance of bias.*

*The following circumstances will generally result in exclusion:*

- 1. first-degree relationship, marriage, civil partnership, cohabitation.*
- 2. personal economic interests in the decision on the application or those of persons listed under no. 1.*
- 3. current or planned close scientific cooperation.*
- 4. official dependency or supervisory relationship (e.g. teacher-student relationship, doctoral supervision up to and including the postdoc phase) for at least six years after termination of the relationship (individual case assessment)*
- 5. joint publications and projects with the habilitation candidate or mentor in the last 5 years.*

All documents according to the checklist are enclosed.

\_\_\_\_\_  
Place, Date

\_\_\_\_\_  
Signature:

## Declarations on the application for admission to the habilitation procedure

See also checklist points 7) - 10)

Please check only the applicable declarations, delete those that do not apply.

I hereby declare that the habilitation thesis or the academic work submitted, insofar as it is written by me alone, was written by me independently and without the use of any aids other than those specified therein.

In the case of academic work that the applicant has written jointly with other authors, a declaration of the parts of the academic work contributed by the applicant must be included in the work.

I declare that the declaration of my contribution to the scientific work is correct and that this contribution was made independently and without any other aids than those stated therein.

I confirm that the list of scientific publications is complete.

A declaration of criminal convictions, disciplinary measures and pending criminal and disciplinary proceedings is not enclosed as none of the above applies.

*(If applicable, please enclose a declaration of criminal convictions, disciplinary measures and pending criminal and disciplinary proceedings, insofar as the obligation to provide information is not excluded by § 51 of the Federal Central Register Act).*

I declare that no habilitation procedure is currently pending and that no habilitation procedure has been terminated without success. *(If applicable, please enclose a declaration of pending or unsuccessfully completed habilitation procedures).*

I am aware that I am only entitled to use the title of "Privatdozent" from the day on which the certificate is issued to me.

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Place, Date

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Signature

**Enclosed documents:**

- 1) Certificate of interim evaluation in the department (usually also available in the Dean's Office);
- 2) a curriculum vitae with a description of your academic career;
- 3) a list of taught courses, see form "List of courses", as well as teaching evaluations for the relevant courses or proof of successfully completed modules of the Baden-Württemberg Certificate for University Didactics or similar certificates, if available;
- 4) four printed and bound copies of the habilitation thesis including a summary; (in the case of habilitation transfer: one copy); if the selected referees do not wish to receive a printed copy, fewer printed copies may be submitted.
- 5) a complete list of scientific publications;
- 6) an officially certified copy of the doctoral certificate or the certificate of an equivalent academic degree from a foreign academic university
- 7) a declaration that the habilitation thesis or the submitted scientific papers, if written by the applicant alone, have been written by him/her independently and without any aids other than those specified therein; in the case of scientific papers written jointly by the applicant and other authors, a declaration of the parts of the scientific work contributed by the applicant and a declaration that these parts have been written independently and without any aids other than those specified therein;
- 8) an assurance that the list of scientific publications is complete;
- 9) a written declaration of other pending or unsuccessfully completed habilitation procedures;
- 10) a declaration of criminal convictions, disciplinary measures and pending criminal and disciplinary proceedings, insofar as the obligation to provide information is not excluded by § 51 of the Federal Central Register Act;
- 11) a certificate of conduct ("Amtliches Führungszeugnis") not older than six months or a confirmation of the application for such a certificate (Citizens' Office).

**For habilitation transfer additionally:**

- 12) Officially certified copy of the habilitation certificate;
- 13) name and address of the institution/office from which your habilitation file can be requested;
- 14) declaration of consent that your habilitation file and in particular the expert reports obtained in the habilitation procedure may be requested by the Dean's Office of the Faculty of Science from the faculty or academic university where the habilitation took place.

**Always enclose these documents for habilitation and habilitation transfer:**

*We only accept digital documents with the exception of the four printed copies.*

- a digital copy of each of the following documents:
  - Habilitation thesis as a PDF file;
  - curriculum vitae;
  - a PDF file with the habilitation application and all attached documents in the above order (1 to 11). For habilitation transfer (1 to 14).