



DocDays 2025

# **Doctoral Degree at the Faculty of Economics and Social Sciences**

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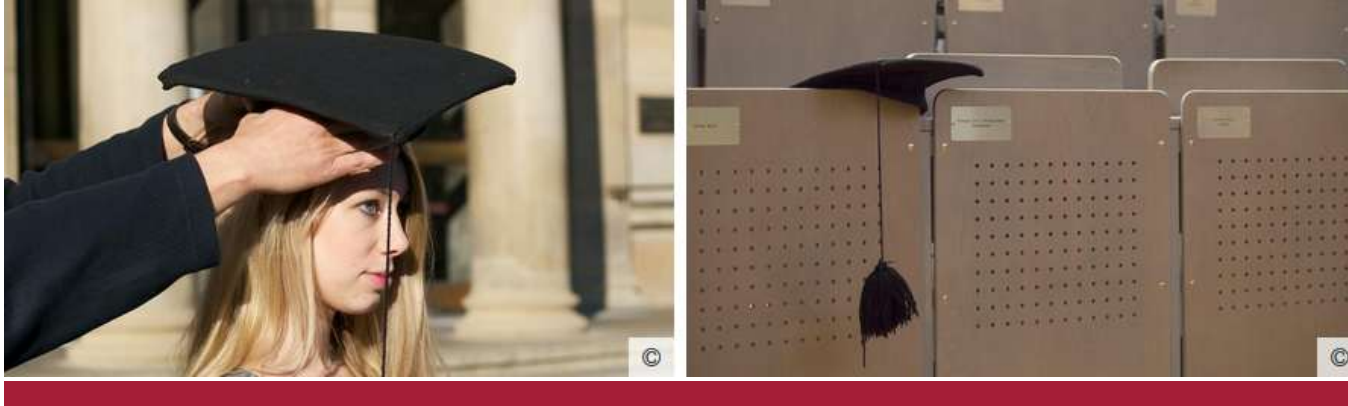


## Evaluation DocDays 2025

- One evaluation for the DocDays in total (please only submit your feedback once after you have visited your final workshop/info session)
- We are grateful for your feedback!

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# Doctoral Degree at the Faculty of Economics and Social Sciences

Christina Karsch, Claudia Christ, Sarah Düring



## Finding supervisors and a topic

- At least one of the supervisors must be a professor in the field at our faculty.
- It is best to look for a second supervisor at the same time; the name of the 2nd supervisor must be reported to us after 6 months at the latest
- Preliminary working title
- Possibility to change topic



## Acceptance as a doctoral candidate

- Application for acceptance must be made at the beginning of the doctoral period
- admission requirements are checked => gives security
- as a rule, relevant Master's degree with grade "good" or better
- conditions may be imposed
- Degrees from foreign universities are checked for equivalence and grade conversion



## Acceptance as a doctoral candidate: Procedure

- Required documents:
  - Application for acceptance
  - Copy of the doctoral agreement
  - Additional information (Doctoral candidates' data form)
  - Certified copies of the university degrees (certificate and transcript of Bachelor's + Master's degrees)
- Letter of Acceptance
- In case of termination: Informal notice of discontinuation  
=> no legal consequences



## Questions on Recruitment

- Attention: Acceptance  $\neq$  Hiring
- Recruitment for a PhD position via budgetary funds (Haushaltsmittel) only after acceptance as a doctoral student (separate process).
- If hired through third-party funding, acceptance as a doctoral candidate can also take place later.
- Doctoral candidates do not necessarily have to be employed at the university; external doctorates are also possible.



## Enrollment as a doctoral student

- After receiving the letter of acceptance, you will register at the Student Administration Office as a doctoral student.
- Doctoral students who are employed at the University of Tübingen (at least 50%) can submit a declaration of exemption from compulsory enrollment.
- Enrollment can also take place during the semester.





## The Phase up to Admission to the Doctoral Qualification Process

- Make use of good interval supervision by two supervisors.
- Monograph vs. publication-oriented / publication based dissertation: see guidelines.
- Pay attention to contracts with journal publishers.
- Request from the Dean's office if the 5-year period is exceeded: the goal is to ensure good supervision. Extension can be requested.



## **Admission: Start of the official doctoral procedure**

- Submission of 3 printed copies of the dissertation (4 copies in case of 3 reviewers), together with the application for admission and other documents according to the website.
- Have supervisor check the thesis beforehand
- Certificate of admission
- Reports should be written within 3 months
- After receipt of all reports, information to doctoral candidate and supervisor.
- Display period 10 working days.
- Inspection of reports by doctoral candidate possible (in the Dean's office)
- Acceptance by the faculty



## Oral Defense

- see Doctoral Degree Regulations §§ 12 - 15
- The oral defense takes the form of an oral exam in which the applicant reports verbally on the main areas covered by his/her doctoral thesis and defends his/her work in a subsequent discussion with the members of the examination committee.
- At the earliest 2 weeks after the display period; at the latest 12 weeks after the display period.
- Organised by the doctoral candidate.
- Examination certificate.



## Publication of the Doctoral Thesis

- Publishing house, journal(s) or via the University library online publishing system.
- No later than 2 years after disputation.
- Extension can be requested.
- After completion of the publication process, the doctoral degree certificate is issued.
- Doctoral ceremony of the rector.



## We are here for you

<https://uni-tuebingen.de/en/faculties/faculty-of-economics-and-social-sciences/research/phd-studies/>



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