

Application for Admission to PhD studies at the Faculty of Arts and Humanities at Humboldt-Universität zu Berlin

Personal Details

Surname	First Na	me				
Date of Birth	Place o	Place of Birth				
Name at Birth	Sex					
Family Status	amily Status Citizenship					
Address						
Email						
Student ID No., if a	lready existent					
College or University Education						
Duration	Name of institution	Course of Study				
Degree						
Date of Degree		Grade				
Doctoral Field						
Binational Doctoral	Program:					
□ No □ Yes (see attachment 3 below)						
Are you part of a doctoral program? If yes, which?						
Are you employed a	s a research assistant at HU Berlin?	?				
I state that all inform	mation I have given are correct					
	mation I have given are correct.	according to Catavara and Enhancement on Daton Share				
Abschluss- und Qua 63.2010.	with processing my personal data lifikationsarbeiten, published in the	according to <i>Satzung zur Erhebung von Daten über</i> Official Gazette of Humboldt-Universität zu Berlin no.				
Necessary Attachme	ents:					
 Certified copies of your certificate and official documents of your academic degree Supervision Agreement, see attachment In case of a binational Doctoral Program: Addition to the application for admission to a Cotutelle Doctoral Program 						
Date	Signature_					
						
	in up for the <i>Graduiertenzentrum's</i> Candidates. I may revoke this auth	mailing list to receive event notices and relevant norization in writing at any time.				
Date	Signature_					



Supervision agreement ¹

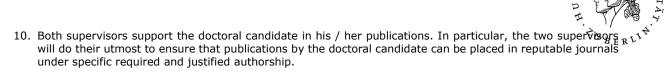
Bet	tween				
	(Doctoral candidate),				
	(First supervisor) and				
	(Second supervisor; you must indicate the second supervisor within 12 months after admission).				
For	the purpose of a constructive and productive cooperation within the dissertation project, (Doctoral candidate), (First supervisor), and (Second supervisor) comply with the following supervision agreement.				
Dis	ssertation project				
1.	(Doctoral candidate) prepares a dissertation with the working title				
	The dissertation will be written in (language).				
2.	In the case of a fast-track doctoral project, the project has been described in more detail in an exposé of a fast-track doctoral project, the project has been described in more detail in an exposé of Arts on (date) and has been accepted by the supervisor and doctoral committee of the Facul of Arts on (date). ²				
3.	The duration for the doctoral project is agreed from: (semester, year) to (semester, year). If there are good reasons (for example, family responsibilities, health restrictions), the duration of the doctoral project can be extended.				
4.	For the doctoral project, the agreed work / time plan by the doctoral candidate and the first supervisor liste in the appendix applies, as of (date).				
5.	The agreement with its attachments shall be reviewed (frequency, e.g. annually) by the involved parties and modified if necessary.				
6.	Both supervisors undertake to ensure that the period between the submission of the dissertation and the defense does not exceed months (frequency, e.g. six months).				

Supervision of the dissertation project

- 7. The doctoral candidate and both supervisors discuss the progress of the work on the basis of the exposé, interim reports and individual chapters (frequency: first supervisor at least once per semester, second supervisor at least once a year). The doctoral candidate will create a short report on the meetings, which will be signed by the first supervisor.
- 8. The first supervisor undertakes to regularly check the preparation of these interim results and the planned progress of the work and to comment on the delivered contributions comprehensively verbally and / or in writing on the agreed meeting dates.
- 9. In addition to the mentoring talks, the doctoral candidate will give an annual colloquium presentation on the status of the work and will receive feedback on the status and improvement possibilities of the dissertation project.

¹ Changes or adjustments to this supervision agreement must not be contrary to the "spirit" of the doctoral degree regulations.

² If a cumulative dissertation pursuant to §7(3) of the doctoral degree regulations is planned, this would have to be included here



Accompanying training program

- 11. Between the parties, the obligatory attendance of professional events as well as interdisciplinary qualification events by the doctoral candidate will be agreed upon. Scope and content will be defined in the work plan.
- 12. In the course of the doctoral project, the doctoral candidate will undertake scholarly work (e.g. participation in a conference, submission of a journal article, organization of a conference, internship or performance of a course, stays abroad, etc.). These will be recorded in the work schedule in a timely manner.

Behavior in case of conflict

- 13. In case of conflict, the parties first turn to the relevant Examination Board or the Doctoral Committee of the Faculty. In the case of a dissolution of the supervision relationship, the relevant Examination Board will endeavor to find an alternative appropriate supervision relationship.
- 14. The doctoral candidate and both supervisors undertake to comply with the rules of good scientific practice, as set out in the "Statute of the Humboldt-Universität zu Berlin for the Securing of Good Scientific Practice and the Handling of Allegations of Scientific Misbehavior," 17 February 2014 ("Satzung der Humboldt-Universität zu Berlin zur Sicherung guter wissenschaftlicher Praxis und über den Umgang mit Vorwürfen wissenschaftlichen Fehlverhaltens"). For the doctoral candidate, this includes consulting with both supervisors or other persons of trust in cases of doubt. For the supervisors, this expressly means the obligation to honor and name copyright regulations for texts or findings of the doctoral candidate.

Additional agreements					
Date and signatures					
(Date, doctoral candidate)					
(Date, first supervisor)					
(Date, second supervisor)					