

Notices

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Doctoral Study Regulations of the Department of Physics of Freie Universität Berlin

Preamble

Based on Sec. 14 (1) No. 2 of the Partial Basic Rules and Regulations (*Teilgrundordnung*) (test model) of Freie Universität Berlin dated October 27, 1998 (Freie Universität Notices No. 24/1998) in conjunction with Sec. 70 (5) of the Act on Higher Education in the State of Berlin (Berlin Higher Education Act – BerlHG) in the version thereof promulgated in the new version dated July 26, 2011 (Law and Regulatory Gazette p. 387), the Expanded Department Council of the Department of Physics of Freie Universität Berlin issued the Doctoral Study Regulations that follow on July 10, 2013:*

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* These regulations were confirmed by the Executive Board of Freie Universität Berlin on August 20, 2013.

Sec. 1

Significance of doctoral study; the doctoral degree

(1) The Department of Physics of Freie Universität Berlin (“Department”) awards the degree of Doctor of Natural Sciences (doctor rerum naturalium, abbreviated Dr. rer. nat.) or Doctor of Philosophy (abbreviated Ph. D.) based on a doctoral procedure that is conducted in accordance with the provisions set forth below

(2) Earning a doctorate not only represents successful conclusion of the candidate’s studies, but also demonstrates the holder’s ability to engage in advanced scholarly or scientific work through original research in one of the fields represented at the Department (experimental and theoretical physics as well as teaching of physics). The written doctoral work consists of a scholarly or scientific work (dissertation) or multiple individual works (cumulative work) and a test colloquium (the defense) in the same discipline as the dissertation. Earning the degree of Doctor of Philosophy (Ph. D.) also requires proof of successful conclusion of doctoral studies within the Dahlem Research School (DRS) or equivalent studies, which can be provided by presenting a certificate and documentation of coursework or equivalent documentation.

(3) The degree of honorary doctor of natural sciences (doctor rerum naturalium honoris causa, abbreviated Dr. rer. nat. h. c.) can be awarded for particular scientific or academic merit in one of the disciplines of physics.

(4) Each candidate can only earn one degree pursuant to para. 1 above.

Sec. 2

Doctoral committee

(1) At the start of each term in office, the department council appoints the doctoral committee, which is responsible for the proper implementation of the doctoral procedure and for the other matters of the Department that concern doctoral study. The doctoral committee is composed of at least six full-time university instructors and at least one research associate or research assistant who holds a doctorate, who acts as a member with voting rights, along with one doctoral candidate from within the Department, who has an advisory vote. The disciplines of physics pursuant to Sec. 1 (2), first sentence, above should generally be represented in each case by at least one full-time university instructor. A substitute must be appointed to stand in for each member.

(2) The doctoral committee decides whether to admit the applicant to the doctoral procedure. The committee is obligated to advise applicants. In the case of interdisciplinary doctoral projects, the doctoral committee ensures that the other subjects are appropriately involved in the assessment process. Meetings of the doctoral committee are not open to the public.

③ The doctoral committee may assign responsibility for making decisions to the doctoral committee chair in individual cases or may assign certain powers to the chair on a general basis. The doctoral committee is permitted to reverse this assignment at any time. Nothing herein shall affect the doctoral committee's authority to make decisions of its own.

④ The doctoral committee reports to the department council. It notifies the department council of its decisions.

Sec. 3 Admission requirements

① Admission to the doctoral procedure requires that the applicant must hold a degree in a course of study of substantial relevance to the doctorate, awarded by a higher education institution that falls within the scope of the German Basic Law (GG), evinced by having passed a final examination for a master's degree typically encompassing a total of 300 credits – including any lower-division program completed beforehand – or a degree of an equivalent level awarded by a higher education institution.

② An applicant who has taken the final examination for a bachelor's degree or the final examination for a master's degree in a course of study of substantial relevance to the doctorate that is not preceded by successful lower-division studies may be admitted if the applicant earned for that exam the highest possible overall grade under the grading scale used pursuant to the relevant examination regulations and has passed an aptitude assessment exam administered by two full-time university instructors. The doctoral committee decides on the form of the aptitude assessment exam.

③ If the applicant has a degree other than as provided in paragraphs 1 and 2 above, he or she may be admitted to the doctoral procedure if it has been ensured that he or she has the necessary qualifications for the discipline of doctoral study. The doctoral committee may admit the applicant to the doctoral procedure on the condition that he or she provides, within a certain time limit, proof of academic coursework whose acquisition is customary within the course of study at a higher education institution that is required pursuant to paragraph 1 above or whose acquisition is necessary, to supplement the applicant's demonstrated knowledge and skills, for the desired doctorate.

④ An equivalent examination taken at a higher education institution outside the scope of the Basic Law for the Federal Republic of Germany is also deemed to constitute a degree for the purposes of paragraph 1 above. If the degree is not among the equivalences generally provided for by the Central Office for Foreign Education (Zentralstelle für ausländisches Bildungswesen, or ZAB) at the Secretariat of the Standing Conference of the Ministers of Education and

Cultural Affairs of the Länder in the Federal Republic of Germany (KMK), a statement must be obtained from this body. In the event that the foreign degree is not classified by the ZAB, the examining board will review the issue of equivalence. If equivalence is not found to exist, the doctoral committee will review whether equivalence can be established after conditions pursuant to paragraph 3 are fulfilled.

⑤ If the degree was earned in a program toward the degree of *Diplom* at a university of applied sciences, the relevant aptitude must be demonstrated pursuant to Sec. 35 (3) of the Berlin Higher Education Act (BerlHG). This takes place through a final examination at a university of applied sciences in a study program of substantial relevance to the doctorate with the overall grade that is the highest on the grading scale used pursuant to the relevant examination regulations. The examining board decides whether to proceed in accordance with paragraph 2 or 3 in the individual case.

Sec. 4 Admission procedure

① Applications for admission to the doctoral procedure should typically be submitted before starting the work associated with the dissertation project and should be addressed to the doctoral committee together with the following documents:

- a) transcripts, documents, and proof of qualifications that are required pursuant to Sec. 3;
- b) a curriculum vitae in table format concerning the activities and experiences relevant in connection with the intended doctoral procedure;
- c) a declaration regarding whether the applicant has previously registered his or her doctoral intentions or is enrolled in a doctoral procedure at another higher education institution or within another department, including full information, where applicable;
- d) a declaration that the applicant is familiar with the applicable doctoral regulations;
- e) in the case of applicants whose native language is other than German and who hold degrees from foreign higher education institutions or equivalent institutions and wish to earn the doctorate in German, proof of German language skills shown by having passed the Deutsche Sprachprüfung für den Hochschulzugang (DSH) or equivalent proof pursuant to the Regulations for the German Language Examination for Admission of Foreign Applicants to Higher Education at Freie Universität Berlin (Ordnung für die Deutsche Sprachprüfung für den Hochschulzugang ausländischer Bewerberinnen und Bewerber an der Freien Universität Berlin); and
- f) if the doctoral work is to be performed in English, proof of language skills in English at level B1 of the

Common European Framework of Reference for Languages (CEFR) or proof of equivalent knowledge and skills.

(2) A description of the goals and methods that are to apply to the dissertation project must be included with the application for admission. The dissertation project must be endorsed by at least one full-time university instructor from the Department of Physics. The doctoral candidate must propose a supervisor. The proposed supervisor must confirm that he or she will assume this role.

(3) The doctoral committee typically decides on applications for admission to the doctoral procedure within one month. The reasons for rejections must be stated in writing.

(4) The committee is obliged to reject the doctoral application if:

- a) the requirements pursuant to Sec. 3 are not met;
- b) the documentation pursuant to Sec. 1 and 2 has not been presented;
- c) the applicant has already successfully concluded a doctoral procedure in physics or in a discipline of physics;
- d) a doctoral procedure in physics is already in progress elsewhere; or
- e) the declaration pursuant to paragraph 1 (c) above is not issued truthfully.

The application for admission to the doctoral procedure may be rejected in the event of lack of subject-specific competence pursuant to Sec. 4.

Sec. 5

Enrolling as a student for the doctorate

(1) Doctoral candidates who are not already members of Freie Universität Berlin based on an employment relationship or enrollment in a study program must enroll at Freie Universität Berlin as students in order to earn the doctorate.

(2) If the candidate does not apply for enrollment within the time limit stated in the notice of admission to the doctoral procedure or before an extension, if any, expires, his or her admission to the doctoral procedure will cease to apply. This does not preclude the filing of a new application for admission to the doctoral procedure.

Sec. 6

Supervision of the dissertation project; standard processing time

(1) By admitting the doctoral candidate to the doctoral procedure, the Department agrees to ensure the supervision, assessment and evaluation of the

dissertation and the defense.

(2) The supervisor of a dissertation is typically a university instructor at the Department of Physics. Supervising a dissertation is an ongoing obligation of the relevant university instructor and cannot be delegated to others. University instructors or scholars, scientists, or researchers who hold a doctorate – who are also not required to be members of the Department of Physics – are permitted to participate in supervision as additional supervisors by mutual agreement with the interested parties.

(3) Notwithstanding the provisions of paragraph 2 above, directors and heads of research groups and of independent junior research groups and other members of research and education institutions outside the university that have been granted equivalent status who have been granted the right by Freie Universität Berlin to participate in doctoral procedures as supervisors, reviewers, and/or examiners within the scope of cooperation agreements by mutual agreement with the Department have the rights and obligations of part-time university instructors in the Department's doctoral procedures. This also applies to the heads of junior research groups financed through external funding for which Freie Universität Berlin is the accepting institution and to whom the right to supervise doctoral candidates as they earn the doctorate has been granted by mutual agreement with the Department within the scope of an agreement.

(4) The doctoral committee can also appoint university instructors who are not members of the Department as supervisors if there is good reason to do so in the specific case. The doctoral committee is responsible for designating a full-time university instructor from the Department to support the external supervisor. External supervisors must ensure proper supervision even if their professional activities primarily take place outside the State of Berlin, and in particular must ensure that personal contact with the doctoral candidate is assured.

(5) The topic of the dissertation project may be chosen freely, but it must be chosen by mutual agreement with the supervisor. The doctoral study should typically be concluded after four years (standard processing time).

(6) The supervisor must make a declaration to the doctoral candidate and the Department in which he or she undertakes an obligation to supervise the dissertation project for a period of up to four years. The doctoral committee will decide on any period of supervision beyond that, upon request, by mutual agreement with the supervisor. If the supervisor or

doctoral candidate should determine in the course of their work together that there is compelling reason to terminate their relationship, they are obligated to notify the doctoral committee chair thereof without delay, stating the reason or reasons.

(7) If the supervisor's affiliation with Freie Universität Berlin terminates, he or she retains the right to conclude the supervision of a dissertation that has been commenced and to belong to the doctoral commission with voting rights for a period of three years. The time limit does not apply to former full-time university instructors at Freie Universität Berlin whose teaching and examination rights continue to apply.

Sec. 7 Dissertation

(1) The written doctoral work must demonstrate the candidate's aptitude for independent advanced scholarly and scientific work. The results of the dissertation should represent scholarly and scientific progress in the subject in which the dissertation is written.

(2) The written doctoral work to be submitted must be in German or English. The candidate can submit either

a) an unpublished work or a work that has been published in whole or in part, which must contain a self-contained depiction of the research work and its results. Prior publications are permissible only by mutual agreement between the doctoral candidate and his or her supervisor.

or

b) a cumulative work consisting of published or unpublished individual works that, taken as a whole, must represent work equivalent to a dissertation pursuant to subsection a above. Published individual works must be published in scholarly or scientific journals with a review system that are highly regarded internationally, and unpublished ones must have been accepted to such journals following the relevant review. The doctoral candidate must be the first author in each case. A cumulative work must have an overall title and must, in addition to the information stipulated in Sec. 7 (5), consist of a list of titles of the individual works and an introduction within a reasonable scope as well as a connecting text that interprets, assesses, and discusses the individual works incorporated into the cumulative work on an overarching basis. At least four individual works must be submitted. The supervisor is required to issue a written declaration stating the portion of the respective works completed by the doctoral candidate and that this portion was written in a position of primary responsibility and by the candidate independently.

(3) In the case of written doctoral work pursuant to paragraph 2 that has been performed in cooperation with other scholars, scientists, or researchers, the doctoral candidate's portion must be clearly delineated, and it must be possible to evaluate it as such. The doctoral candidate is obligated to present his or her portion of the conceptualization, implementation, and writing of the report or reports in detail.

(4) The doctoral candidate must indicate all of the aids and supporting materials and assure that he or she wrote the work him- or herself on this basis. The work must not have already been accepted or evaluated as insufficient in an earlier doctoral procedure. In case of doubt, works from earlier doctoral procedures must be presented for comparison.

(5) The dissertation title page must state the author's name and contain the notation "im Fachbereich Physik der Freien Universität Berlin eingereichte Dissertation" (dissertation submitted in the Department of Physics at Freie Universität Berlin), along with the year of submission. The dissertation must contain a preceding page for the names of the reviewers. It must also contain short versions of the findings in German and English as an appendix, which must not exceed one page in scope, along with a list of the publications that have arisen from this dissertation. With the doctoral candidate's approval, it should contain a brief biographical statement on the candidate.

(6) The dissertation must be submitted in eight printed copies each and in a digital version. One copy must be suitable for use for later reproduction. One copy will remain with the Department. Previous publications of parts of the work must be submitted in single copy as reprints.

Sec. 8 Assessment of the dissertation

(1) After the dissertation is submitted, the doctoral committee appoints the reviewers for the dissertation without delay.

(2) The supervisor responsible for the dissertation project must be appointed as the first reviewer of the dissertation. The doctoral committee designates one additional reviewer by agreement with the doctoral candidate. At least one reviewer must be a full-time university instructor at the Department of Physics. At least one reviewer must work in the discipline in which the dissertation was written. If significant methodological or factual aspects of the dissertation touch upon a subject area that is primarily represented within a different department, the additional university instructor reviewing the dissertation should be affiliated

with that department. Nothing herein affects the provisions of Sec. 6 (3) hereof.

(3) The reviews must be written independently of each other and submitted within six weeks after they are requested. If the time limit is exceeded, the reasons for this must be stated in writing to the doctoral committee. The reviews must be treated as confidential. The reviews must assess the significance of the dissertation and its results in a broader context and set out any defects or deficiencies. If a reviewer believes the work to have any defects or deficiencies that can be remedied and believes that remedying these is necessary, the reviewer must stipulate these in detail in the review. In this case, he or she can recommend that the dissertation be revised; pointers should be given for this. In the overall evaluation, each reviewer must recommend that the dissertation be accepted, rejected, or returned for specific defects or deficiencies to be remedied before it is resubmitted. The overall evaluation of "summa cum laude" can be proposed for the dissertation. If the necessary evaluations are not clearly apparent from a review, the doctoral committee will return the review for revision.

(4) If the evaluation proposals in the reviews differ from each other to such a degree that rejection is suggested, the doctoral committee will appoint an additional reviewer.

(5) If both reviews unanimously recommend the overall evaluation of "summa cum laude," a third review from an outside party must be obtained.

(6) After the assessment process is complete and the dissertation has been accepted, the dissertation must be publicly displayed at the doctoral study office, together with the reviewers' evaluation suggestions, for two weeks, or four weeks during the period when courses are not in session. All university instructors and members of the Department who hold doctorates are permitted to view the dissertation and reviews and submit a written statement of position, which must be included in the doctoral file. These persons must be informed of the public display of the dissertation by the doctoral committee in an appropriate manner. The doctoral committee may appoint an additional external reviewer based on statements of position received during the period when the dissertation is on display.

Sec. 9 Doctoral commission

(1) After the dissertation has been submitted, the doctoral committee appoints the members of the doctoral commission for the doctoral procedure in question and appoints one member (university instructor) from the doctoral committee to serve as the committee chair, but does not appoint the supervisor for the dissertation. In the case of interdisciplinary projects,

the further departments that are involved in subject-specific terms must be taken into account appropriately when appointing the members of the doctoral commission.

(2) The doctoral commission consists of at least three university instructors, at least two of whom must be full-time university instructors at the Department, and one research assistant or research associate from the Department who holds a doctorate as voting members, along with one doctoral candidate from within the Department, who has an advisory vote. The reviewers are typically members of the doctoral commission. Not more than one university instructor not affiliated with the Department can be appointed as a member of the commission from within the group of university instructors. This does not apply to the appointment of further reviewers pursuant to Sec. 8 (5) or Sec. 8 (6) hereof.

(3) The tasks of the doctoral commission are:

- a) to accept, reject, or return the dissertation on the basis of the reviews that have been received and any statements of position received pursuant to Sec. 8 (6) hereof;
- b) to schedule and conduct the defense;
- c) to evaluate the dissertation and the defense; and
- d) to determine an overall evaluation pursuant to Sec. 12.

(4) Meetings of the doctoral commission are not open to the public. The decisions must be treated as confidential.

(5) The doctoral commission passes resolutions by a majority of votes cast by eligible members. All votes on performance evaluations are cast openly; abstentions are not permitted. If voting members of the doctoral commission are departing or will be unable to perform their duties for a longer period for a compelling reason, the doctoral committee will add members accordingly, in compliance with the provisions of paragraph 2 above.

Sec. 10 Decisions regarding the dissertation and scheduling of the defense

(1) After the period when the dissertation is displayed expires, the doctoral commission decides whether to accept, reject, or return the dissertation and, if the dissertation is accepted, regarding the scheduling of the defense. If the dissertation is rejected, the doctoral commission declares the doctorate not to have been passed, without scheduling the defense, and states the reasons for its decision. The chair of the doctoral committee is responsible for notifying the doctoral candidate in writing that the dissertation has been rejected, with a statement of the reasons therefor.

(2) The doctoral commission chair issues the invitations to the defense by mutual agreement with the

doctoral candidate. There should be a period of at least two weeks and not more than four months between the time of receipt of the last review and the defense.

(3) If the dissertation is returned, the defense is not scheduled until after the revised dissertation has been submitted and assessed and the period of public display pursuant to Sec. 8 (6) above has elapsed.

(4) If the doctoral candidate waives the defense, the doctorate is considered not to have been passed. The doctoral committee chair is responsible for communicating this to the candidate in writing.

Sec. 11 Defense

¶ The purpose of the defense is to demonstrate the doctoral candidate's ability to present and engage in discussion on scientific and scholarly problems orally and to defend the dissertation against criticism, particularly objections raised by the reviewers. The defense takes place in German or English, depending on the doctoral candidate's wishes. The defense is open to the university community unless the candidate objects. All members of the doctoral commission are required to participate in the defense.

¶ The defense begins with an oral presentation approximately 30 minutes in length, during which the doctoral candidate presents and explains the results of the dissertation and its significance in a broader context within the field. After that, the candidate defends the dissertation against criticism and answers questions from members of the doctoral commission. The questions should concern factual and methodological aspects of the dissertation and where it fits into scholarly and scientific contexts within the field in which the dissertation was written. Afterward, the chair of the doctoral commission may also permit the public to ask questions. The discussion must take at least 30 minutes and should not take more than 60 minutes.

¶ The chair of the doctoral commission coordinates the scientific and scholarly discussion and decides regarding the order of precedence and, where necessary, admissibility of questions. The chair can exclude the public where this is necessary to hold the defense properly and in good order; the members of the doctoral commission are not considered members of the public.

¶ The members of the doctoral commission appoint one of their members to take the minutes. This person takes the minutes regarding the defense. The minutes must be filed with the doctoral documents. The minutes must contain the following information:

- the date, time, and place of the defense;

- a list of the members of the doctoral commission who are present;
- notes in abbreviated form on the contributions made to the discussion;
- the evaluation of the defense and overall evaluation pursuant to Sec. 12 hereof; and
- any unusual or special occurrences.

The minutes must be signed by the person taking the minutes and by the chair of the doctoral commission.

¶ If the doctoral candidate fails to appear for the defense without an excuse, the defense is considered not to have been passed. This must be communicated to the doctoral candidate in writing.

Sec. 12 Decision regarding the defense and granting of the doctoral degree

¶ Following the defense, the doctoral commission evaluates the defense in a non-public meeting. The discussion carries greater weight in the assessment of the defense than the presentation. The defense is evaluated as passed or not passed.

¶ If the defense has been evaluated as passed, the doctoral commission determines the overall evaluation. Successful completion of the doctoral procedure requires both the dissertation and the defense to have been evaluated as passed at the least. The overall evaluation is either "summa cum laude" or "passed." The doctoral commission chair notifies the doctoral candidate of the individual evaluations for the dissertation and defense and of the overall evaluation. The notation "summa cum laude" can only be granted as an overall notation if all three reviews of the dissertation have suggested this and the defense justifies it.

¶ After the doctoral procedure has been concluded, the entire process remains confidential; the person who has earned the doctorate or the former doctoral candidate has the right to inspect the doctoral file within a period of one year.

¶ If the defense was not passed, the doctoral commission chair is responsible for communicating the decision and the reasons therefor to the doctoral candidate in writing within two weeks. The defense can then be repeated one time, no earlier than three months later and no later than six months later.

¶ If the second defense is also not passed, the doctoral commission declares the doctoral procedure not to have been passed on a final basis and states the reasons for its decision. The doctoral commission chair notifies the doctoral candidate of this decision and the reasons therefor in writing within two weeks.

Sec. 13

Publication of the dissertation and delivery obligations

¶ The dissertation must be made accessible to the academic and scientific community in a reasonable manner through reproduction and distribution thereof. This is deemed to be the case if the doctoral candidate delivers the following, free of charge, to the University Library of Freie Universität Berlin ("University Library") in addition to the eight copies required pursuant to Sec. 7 (6) hereof:

- a) 40 copies in book or photographic print form;
- b) three original publications, if the publication of the entire dissertation takes place in a journal;
- c) three original copies, if a commercial publisher is handling the distribution via retail channels and the candidate provides proof of a print run of at least 150 copies; or
- d) one electronic version, whose data format and data storage medium must be coordinated with the University Library, along with eight printouts, six of which must be provided to the University Library and two of which must be provided to the study and examinations office of the Department.

In the case described in subsection a) above, the University Library is obligated to store the excess exchange copies in a reasonable number for a period of four years. In the cases described in subsections b) and c) above, the publication must be marked as a dissertation, including a notation of the location thereof. In the cases described in subsections a) and d) above, the doctoral candidate grants Freie Universität Berlin the right to make and distribute further copies of his or her dissertation.

¶ If a dissertation is distributed by a commercial publisher and a supplement toward printing costs is granted therefor out of public funds, three copies must be provided to the University Library and three to the Department for exchange purposes.

¶ The publication and fulfillment of the delivery obligation pursuant to paragraph 1 above must take place within one year, counted from the date of the defense. The doctoral committee chair is responsible for deciding on any extension to this time limit in response to a well-founded written request from the doctoral candidate.

Sec. 14

Doctoral certificate

(1) A certificate regarding the doctorate is issued in German. Upon request, the certificate can also be issued in English.

(2) The certificate must contain the following information:

- a) names of Freie Universität Berlin and the Department of Physics;
- b) the name, date of birth, and place of birth of the person who has earned the doctorate;
- c) the degree awarded, whether doctor of natural sciences (doctor rerum naturalium, abbreviated Dr. rer. nat.) or Doctor of Philosophy (abbreviated Ph. Ph. D.);
- d) the title of the dissertation and, if the candidate has earned a doctorate in the teaching of physics, the additional note "Specialization: Teaching of Physics";
- e) the date of the defense, which is considered the date on which the doctorate was earned;
- f) the overall evaluation for the doctoral study;
- g) the names of the reviewers;
- h) the names and signatures of the dean and of the chair of the doctoral commission; and
- i) the seal of Freie Universität Berlin.

The doctoral certificate is accompanied by a document stating that grades are not awarded for doctoral work under the applicable doctoral study regulations.

(3) Doctoral candidates who meet the requirements for the awarding of the degree of Doctor of Philosophy (Ph. D.) can request that the degree of doctor of natural sciences (Dr. rer. nat.) be awarded instead.

(4) If it turns out, before the doctoral certificate is issued, that

1. the applicant has engaged in deception regarding key requirements for the awarding of the doctorate, or
2. key requirements for the awarding of the doctorate were mistakenly assumed to be met without the matter falling under No. 1 above, the doctoral certificate will not be issued, and the overall examination will be declared not to have been passed, unless the doctoral committee decides otherwise.

(5) The doctoral certificate should be issued within six weeks after notification that the delivery obligation has been fulfilled pursuant to Sec. 13 (1) and (3) hereof. The doctoral certificate entitles the bearer to use the degree awarded pursuant to paragraph 2 (c).

Sec. 15

Request for reconsideration

A request for reconsideration of the result of the doctoral procedure must be submitted to the chair of the doctoral committee, with a written statement of the reasons, within three months after the result has been

announced. The doctoral committee chair is responsible for ensuring that the procedure concerning the request for reconsideration is performed properly and for communicating the doctoral commission's decision regarding the request for reconsideration to the affected party. The doctoral commission makes a decision regarding the request for reconsideration within one month in principle. The evaluations made and the main reasons therefor must be reviewed in the process. A written statement of the reasons must be given with regard to the result of this review.

Sec. 16

Doctoral degree awarded jointly with a foreign institution or education or research institution with equivalent status

(1) The doctoral procedure can be conducted jointly with a foreign higher education institution or education or research institution with equivalent status if

- a) the applicant meets the requirements for admission to the doctoral procedure in the Department of Physics, and
- b) the foreign institution possesses the right to award doctoral degrees pursuant to the national law applicable to it and the degree to be awarded by this institution would merit recognition within the area to which the Basic Law for the Federal Republic of Germany (GG) applies.

(2) The performance of the joint doctoral procedure must be set out in a contract. The provisions of this contract apply alongside those of these Doctoral Study Regulations. When the contract is entered into, the provisions of these Doctoral Study Regulations must be taken into account with respect to the requirements and the procedure, in order to ensure equivalence. It must be stipulated by mutual agreement which doctoral study regulations apply. The external doctoral study regulations must be submitted in German or English, where applicable, so that it is possible to determine whether they are equivalent in terms of requirements and procedure to the Doctoral Study Regulations of the Department. If the foreign doctoral study regulations apply, it must be ensured that the essential provisions of the Doctoral Study Regulations of the Department of Physics of Freie Universität Berlin are assured.

(3) The doctoral candidate must have been admitted to the participating institutions.

(4) The work can be written in German or English, and if applicable, it must contain a summary in the third language in addition to the German and English summary.

(5) The doctoral commission will be composed of equal numbers of university instructors from each participating higher education institution or equivalent research or education institution and one academic representative of each department who holds a

doctorate as voting members. The reviewers are voting members of the commission. At the request of the doctoral candidate, the commission may be expanded to include further university instructors with advisory votes. It must be ensured that members of the doctoral commission are proficient in the language of the review.

(6) A bilingual doctoral certificate will be issued jointly by both universities, using the template developed by the German Rectors' Conference (HRK). When this takes place, the doctoral candidate acquires the right to use the doctoral title in either the German form or the foreign form. However, only *one* doctorate is awarded.

Sec. 17

Honorary doctorate

Upon a request from the dean or at least three full-time university instructors from the Department, the department council may grant the degree of honorary doctor of natural sciences (Dr. rer. nat. h. c.) for outstanding scientific or research achievement in the natural sciences that is relevant to one of the disciplines represented at the Department. To assess this achievement, a doctoral commission must be formed pursuant to Sec. 9 hereof. This commission then presents to the department council a recommendation, taking two external reviews into account. The decision by the department council requires a two-thirds majority of the members of the department council who are permitted to use the title of doctor.

Sec. 18

Revocation of a doctorate

The revocation of a doctorate pursuant to Sec. 1 is governed by the provisions of law.

Sec. 19

Discontinuation of process; withdrawal; new doctoral procedure

¶ If more than six years has elapsed since the candidate was admitted to the doctoral procedure, the doctoral committee may discontinue the process with the prior written consent of and issuance of a statement by the supervisor and after hearing the doctoral candidate. The grounds for the decision regarding discontinuation must be stated. The decision is rendered in writing by the chair of the doctoral committee. This does not preclude the filing of a new application for admission to the doctoral procedure.

Ø The doctoral candidate has the right to withdraw at any point up until the first review is received. The steps in the procedure that have been completed to date are not considered to constitute a doctoral procedure after the candidate withdraws.

Ø If the entire doctoral procedure has not been passed, the candidate is permitted to apply for admission to a new doctoral procedure and submit a new dissertation one year later at the earliest.

Sec. 20 Entry into force; expiration; transitional provisions

¶ These Doctoral Study Regulations enter into force on the day after publication hereof in the Notices (Official Register of Freie Universität Berlin). At the same time, the Doctoral Study Regulations of the Department of Physics dated July 15, 2009 (Freie Universität Notices 5/2010), cease to apply.

Ø Doctoral candidates to whose doctoral procedures the Doctoral Study Regulations dated July 15, 2009, apply are still permitted to conclude their doctoral procedures under the previous rules as long as the dissertation is submitted within a transitional period of four years after these rules enter into force. The decision regarding which set of rules applies to the doctoral procedure must be communicated by the doctoral candidate when the dissertation is submitted at the latest and cannot be revised. If the candidate does not exercise his or her right to choose, these Doctoral Study Regulations apply. The provisions of Sec. 13 of these Doctoral Study Regulations also apply to all procedures that have not yet been concluded pursuant to the rules previously in force.

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