

Request for Admission to a Doctorate (Examination)

According to the doctoral regulations from February 17th 2015

At the Faculty of Economics and Social Sciences
from the University of Cologne

1. Personal details

Name, first name	
Date of birth	

2. Information on the doctorate

Title of the dissertation (may differ from the working title)	
Dissertation language	<input type="checkbox"/> german <input type="checkbox"/> english <input type="checkbox"/> other (permission granted)
First reviewer and examiner	
Second reviewer and examiner	
Chairman of the examination board (designation can take place later)	
Possible third reviewer e.g. in case of interdisciplinary dissertations (§9, 2, Doc. Reg. 2015)	

Explanation

- I have successfully attended 5 PhD courses, including at least three courses from the area of „Interdisciplinary Methods and Theories“. Recognition is given for external doctoral courses.
- In case of cumulative dissertation: the doctoral committee approved or we already included information on the cumulative dissertation in our supervision-agreement.
- The arrangements in our supervision-agreement have been met.
- In addition to the 30 LP I had to provide further LP (AM 94/2019 §5, 1). The final admission documents are uploaded in docfile.
- I have noted AM 4/2024:
https://am.uni-koeln.de/e42607/am_mitteilungen/@e43038/AM_2024-04_GWP-O_ger.pdf
- Underlying research data (usually raw data) are accessible and transparently stored for a period of at least 10 years. (AM 132/2020: §4 Statutes of the Commission for Safeguarding Good Scientific Practice of the UoC)
- With this declaration of consent, I provide the Faculty of Economics and Social Sciences at the University of Cologne (hereinafter referred to as the Faculty) with an electronic version of my above-mentioned examination paper in Docfile. The file is available in electronically copyable and readable format and is free of all personal data (without cover sheet, personal declarations, dedications, signature, etc.) I hereby give my consent to the use of the submitted electronic version of my work to enable the Faculty to check my work using plagiarism software. For this purpose I grant the Faculty and third parties specially commissioned by it the right to electronically save and reproduce the work for the period of the review.
- I hereby ask for admission to the doctorate (examination)

Date

Signature of doctoral student

The following documents are uploaded in Docfile:

- Dissertation as pdf (max. 10 MB) with the given title page and the following page with names of the examiners and defense date (remains without specific date for now). At the end of the dissertation there is a glossar with sources, tools, my CV and affidavit.
- Dissertation without personal data for verification by plagiarism software
- Summary of the dissertation (one-pager)
- Confirmation of completion of doctoral courses. You receive this after handing in the original course certificates at the doctoral office.
- Official photo ID
- Signed curriculum vitae in tabular form
- Confirmations of periods of study (Bachelor, Master, doctoral studies). In the doctoral studies there is a requirement of 2 semesters of enrollment minimum).
- Certificates and degrees of study (M.Sc. e.g.), highschool-certificate and other official diploma
- Affidavit / Declaration on oath
- Declaration of possible conflicts of interest
- Declaration on the monographic or cumulative dissertation (incl. Information (names) of all (co-)authors and titles of papers in case of cumulative dissertation).
- Acknowledgement of the data collection and storage
- Study abroad - form (also in case there were none)

NOTE

The request and all documents are to be uploaded in Docfile.

We do not need a printed version of the dissertation.

Please hand in the original course certificates. In case you are not sure if the certificates are already handed in contact the doctoral office.

If you are unable to come to office hours you can hand in the certificates by mail.

Promotionsbüro der WiSo-Fakultät
der Universität zu Köln
z. Hd. Astrid Greuel
Albertus-Magnus-Platz
50923 Köln
Deutschland

The request will be checked upon receipt in the doctoral office. Admission to the defense occurs via the correspondence address stored in Docfile. Processing the request can take up to four weeks.

When the request and all documents have been checked by the doctoral office you will receive an email with the admission to the doctoral examination / defense. The dissertation will be sent to the reviewers digitally. However, you can also send them to your reviewers in advance after uploading it in Docfile with the note that you have not yet been admitted to the examination. If the reviewers require a printed copy please provide them with it.