

*Legal note: This English translation is for your information only. The legal basis for a Course of Examination of Doctoral Candidates is the original German text*  
(see <http://www.minet.uni-jena.de/www/studium/promotionsordnung.htm>).

# **Course of Examination for Doctoral Candidates**

## **Faculty of Mathematics and Informatics**

### **Friedrich-Schiller-Universität Jena**

According to § 5 paragraph 1, in conjunction with §§ 79 paragraph 2 sentence 1 Nr. 11, 83 paragraph 2 Nr. 6, 85 of the Thuringian Higher Education Act (Thüringer Hochschulgesetz [ThürHG]) as amended on 9 June 1999 (GVBl. S. 331), the Friedrich-Schiller-Universität Jena issues the following programme of doctoral study for the Faculty of Mathematics and Informatics. This programme of study was decided by the Council of the Faculty on 12 April 2000 and last altered on 25 October 2000. The Senate of the Friedrich-Schiller-Universität Jena agreed to the programme on 16 May 2000 and to the changes on 21 November 2000. The Thuringian Ministry for Science, Research and Art approved the programme by decree AZ.: H. 1 – 437/562-16 on 28 January 2002.

## **I. Degrees granted**

### **§ 1**

(1) The Friedrich-Schiller-Universität Jena, through the Faculty of Mathematics and Informatics, confers the academic degrees of

- doctor rerum naturalium (Dr. rer. nat.)
- Doktor-Ingenieur (Dr.-Ing.)

(2) The Friedrich-Schiller-Universität Jena, through the Faculty of Mathematics and Informatics, may also confer the degree and honour of “Doktor Ehren halber” (“doctor honoris causa”) as in § 18. The degrees listed in paragraph (1) bear in this case the added phrase “honoris causa” (Dr. rer. nat. h. c.) or “Ehren halber” (Dr.-Ing. E. h.).

(3) Designators of function or status within this document (i.e., pronouns and other identifiers) are presumed to refer to both the masculine and the feminine forms.

### **§ 2**

(1) The conferral of the doctorate serves as certification of the holder's ability to carry

out advanced scientific work within one of the fields represented by the Faculty of Mathematics and Informatics.

(2) The certification will be granted, except in the case of an honorary degree as in § 18, upon successful submission of a written scientific thesis (dissertation) in accordance with § 8, performance of an oral exam (viva-voce, Rigorosum) in accordance with § 9 (2) through (5), and public defence (disputation) in accordance with § 9 (6) through (9).

## ***II. Admission to apply to a doctoral programme***

### **§ 3**

(1) Requirements for admission to apply to a doctoral programme, as a rule, include the possession of a qualifying mark for a completed Diplom or Magister degree, or a state examination program (Staatsexamen) from a university or peer academic institution. The applicant's intended field of study must be one offered by the Faculty of Mathematics and Informatics. The acceptance requires that a member of the Faculty of Mathematics and Informatics (Professor, Hochschuldozent, Privatdozent) agree to be the applicant's scientific advisor (Betreuer) and, in the case of external applicants, that the potential advisor presents a written statement in which suitable scientific contact with the intended field of doctoral study is verified.

(2) Applicants who wish to earn the degree of "Dr. rer. nat." should have completed pre-doctoral study in a field of mathematics or natural science; a theoretically-oriented field of informatics; or a degree examination in education studies (Lehramt) for grammar schools (Gymnasien) as well as secondary level II (Sekundarstufe II) with mathematics or informatics as the main subject.

For the degree "Dr.-Ing.", the applicant should have completed pre-doctoral study in a field of engineering or in a practical or technically-oriented field of informatics.

The degree "Dr.-Ing." is only granted if the topic of the dissertation is suitably oriented to the engineering-science aspects of informatics; this is generally true for topics in the fields of practical, technical and applied informatics.

(3) Exceptions to paragraph (2) may only be made with the approval of a majority of doctorate-holding members of the Faculty Committee, and only if an equivalent education can be demonstrated.

The Faculty Council, when necessary, issues a list of additional study and examination requirements for the applicant to fulfil. These generally correspond to the Courses of Study and Examination (Studien- und Prüfungsordnungen) for the Faculty of Mathematics and Informatics. The applicant is to be informed of these requirements via the notice of acceptance as a doctoral candidate. The requirements must be completed before the opening of doctoral examination procedures.

(4) For the admission of especially qualified graduates of universities of applied

sciences (Fachhochschule), an individual evaluation and assessment is conducted as in Appendix 1.

### ***III. Acceptance as a doctoral candidate***

#### **§ 4**

(1) Persons who fulfil the admission requirements in § 3 and who intend to complete a dissertation can apply to be accepted as doctoral candidates by the Faculty of Mathematics and Informatics. The written application is to include the intended dissertation topic. Proof of fulfilment of the admissions requirements given in § 3 must be provided along with the application form in the form of certificates and copies of academic degree papers (which must be certified in the case of external applicants).

(2) The Faculty Council decides whether to accept or reject the application. The acceptance of an applicant does not grant him or her any legal rights to the opening doctoral examination procedures.

(3) The decision to accept or reject the application is to be given to the applicant in writing. A rejection of the application must provide a reason for the rejection as well as information on legal remedies available (Rechtsbehelfsbelehrung). The certificate of acceptance (Annahmebescheinigung) must specify the subject area of the doctoral work, the topic and the scientific advisor of the dissertation.

(4) Acceptance as a doctoral candidate can be revoked if there is no prospect of the dissertation being successfully completed within a reasonable period of time. The candidate is to be given the opportunity of a hearing before the Faculty Council prior to such a decision.

### ***IV. Opening of the examination procedures***

#### **§ 5**

(1) The written application to open the doctoral examination procedures is to be given to the Dean of the Faculty. The following documents are to accompany the application:

1. the certificate of acceptance as a doctoral candidate as in § 4 paragraph (3) or verification of existence of additional requirements as in § 3 paragraph (1);
2. at least four copies of the dissertation;
3. a written declaration of honour, from which it can be determined:
  - 3.1. that the applicant is familiar with the relevant course of examination for doctoral candidates (Promotionsordnung),
  - 3.2. that the applicant has composed and written the dissertation himself or herself and that he or she has acknowledged all additional assistance, personal communication, and sources within the work,

- 3.3. which persons have assisted the applicant with the choice and assessment of materials and/or supported him or her in writing the manuscript,
- 3.4. that the applicant has not enlisted the assistance of a doctoral consultant (Promotionsberater) and that no third parties have received either direct or indirect monetary benefits from the applicant for work connected to the submitted dissertation,
- 3.5. that the applicant has not already submitted the dissertation as an examination paper for a state or other scientific examination,
- 3.6. whether the applicant has submitted the same, a substantially similar, or a different paper to another postsecondary school and, if so, with what result;
4. an official certificate of good conduct, in the case that the applicant is not in civil service;
5. the certificate of payment of tuition fees (Promotionsgebühr) in the appropriate amount as according to the regulations (Gebührenordnung).

(2) As a general rule, an applicant cannot be admitted if he or she has already applied to a doctoral programme elsewhere within the same discipline, or has previously terminated other doctoral examination procedures unsuccessfully.

## **§ 6**

(1) The Faculty Council decides whether to open the examination procedures during its first sitting following the submission of the application. The decision is made by a majority vote of its doctorate-holding members.

(2) The applicant receives written notice of the opening of the examination procedures from the Dean.

(3) In case of a negative decision by the faculty council, procedures are to be followed as outlined in § 17.

(4) The withdrawal of the application to open the doctoral examination procedures is permissible until either the date for the oral exam (defence with closing disputation) has been fixed or the procedures have been closed due to the rejection of the dissertation.

## ***V. Doctoral committee***

### **§ 7**

(1) Along with the decision to open doctoral examination procedures, the Council of the Faculty of Mathematics and Informatics, at the suggestion of the Dean, nominates a doctoral committee and its chairperson. The committee generally includes the reviewers of the dissertation (Gutachter), the examiners for the major and minor subjects (Hauptfach, Nebenfach), at least one member of the Faculty Council, a doctorate-holding representative of the academic staff, and other members of the Faculty. Members of the committee may fulfil more than one of

these functions. The committee must comprise at least seven members. With the exception of the academic staff member, the members should be professors or lecturers (Professor, Hochschuldozent, Privatdozent). The chairperson must be a professor and a member of the Faculty Council. The candidate's advisor is usually chosen as the examiner in the major subject and shall not be appointed as the chairperson of the doctoral committee.

(2) The Faculty Council appoints two independent professors or lecturers (Professor, Hochschuldozent, Privatdozent) as reviewers (Gutachter). At least one reviewer must be a professor and at least one must be a member of the Faculty. The advisor of the dissertation shall usually be a reviewer. The Faculty Council can appoint additional reviewers.

(3) The doctoral committee has a quorum when the majority of the members are present. The committee makes its decisions by a majority of the members who submit a vote. Abstention, secret ballots and transferring of the right to vote are not permitted. In the case of a tie, the chairperson has the deciding vote.

(4) The doctoral committee decides whether to accept the dissertation based on written evaluations. The committee also conducts the oral exam according to § 9 paragraph (6) and evaluates the candidate's performance. It decides upon the final mark of the dissertation as well as the final mark of the doctoral work. The chairperson of the doctoral committee informs the Council of the Faculty of Mathematics and Informatics at its next sitting of the closing and the results of the doctoral examination procedures.

(5) The doctoral committee meets in closed sessions following § 45 paragraph 2 of the Thuringian Higher Education Act (Thüringer Hochschulgesetz [ThürHG]). All decisions of the doctoral committee are to be recorded in a procedural log (Verfahrensprotokoll).

(6) The members of the doctoral committee are obliged by § 46 of the Thuringian Higher Education Act (ThürHG) to maintain silence on matters that are revealed to them during closed session, with the exception of matters which are already publicly known or whose significance no longer requires secrecy. Duties to maintain confidentiality based on service and working relationships shall remain undisturbed.

(7) The right of professors to participate in the doctoral examination procedures is not disturbed by their retirement or emeritus status. The Faculty Council makes decisions regarding further participatory rights.

## ***VI. Dissertation***

### **§ 8**

(1) In the dissertation, the applicant demonstrates his or her ability to independently solve scientific problems whose solutions serve the development of his or her chosen discipline.

(2) A dissertation may, in exceptional cases, consist of the collaborative work of two applicants, provided that the scientific contribution of each applicant is clearly recognizable, that the collaboration seems necessary based on the methods and subject matter of the work, and that this is approved by the Faculty Council.

(3) The dissertation may be written either in German or in English and must be printed and bound. A German abstract must accompany every English dissertation.

(4) The dissertation is to include a title page (see Appendix 2) as well as a short CV outlining the applicant's scientific educational background.

(5) The reviewers appointed as in § 7 paragraph (2) examine the submitted dissertation in detail and independently from each other and decide whether it can be accepted as a doctoral work. Each submits a written evaluation of the work, provided he or she finds it acceptable, and assigns a mark based on the following scale:

Superior	(summa cum laude)
Excellent	(magna cum laude)
Good	(cum laude)
Sufficient	(rite)

(6) The reviews should be submitted to the chairperson of the doctoral committee not more than 3 months following the opening of the examination procedures. Failures to observe these time limits are to be justified. If a reviewer is not in the position to submit his or her review within an appropriate period of time, a new reviewer may be appointed by the Faculty Council.

(7) The chairperson of the doctoral committee notifies the instructors (Hochschullehrer) and members of the faculty holding postdoctoral degrees (habilitiert) that the dissertation and the reviews are laid out in the Dean's office for a period of three weeks. During this period the notified persons have the right to submit written comments on the dissertation. When appropriate to do so, the candidate should address these comments within the disputation.

(8) Based on the submitted reviews, the doctoral committee determines whether the dissertation will be accepted or rejected. Should at least one reviewer recommend the rejection of the dissertation, additional reviews may be obtained via the Faculty Council. The decision to accept or to reject the dissertation then takes all evaluations into account. Should two reviewers reject the dissertation, the examination procedures are closed unsuccessfully (i.e., without the granting of a degree). If the dissertation has been rejected, the candidate may attempt only once more to complete the doctoral examination procedures and earn a doctorate.

(9) Should the procedures be closed unsuccessfully, a copy of the dissertation is to remain in the files of the Faculty.

(10) The Dean is to serve a written notice to the doctoral candidate regarding discontinuation of the examination procedures. The doctoral candidate is in this case allowed to view the examination documents.

(11) If the dissertation is accepted and the examination procedures are continued, the doctoral candidate may view the reviews and opinions of the dissertation after the date and time of the oral exam have been fixed.

## **VII. Oral exam**

### **§ 9**

(1) The oral exam takes consists of the rigorosum (viva voce examination) and the disputation (public defense).

(2) The rigorosum comprises two individual oral exams which each last 45 to 60 minutes and should be completed within 10 days of each other; the first of these exams should take place within one month following the acceptance of the dissertation. One exam addresses the candidate's major subject (Hauptfach), and the other addresses his or her minor subject (Nebenfach). The subjects should be sufficiently different from each other. The examiner for the minor subject is a professor or lecturer (Professor, Hochschuldozent, Privatdozent) of the faculty to which the minor subject belongs. The minor subject should be related to mathematics or informatics and is determined by the Faculty Council at the creation of the doctoral committee.

(3) The chairperson of the doctoral committee, in a timely manner, notifies the candidate and the examiners of the appointed date and time for the rigorosum exams. Should the candidate miss the appointment for the oral exam without an adequate excuse (in the case of sickness, confirmation from a doctor is required), the exam is counted as failed. The same applies if the candidate terminates the exam.

(4) The possible passing marks for an exam are as follows:

magna cum laude	=	1
cum laude	=	2
rite	=	3

(5) A log (Protokoll) of each rigorosum exam is to be recorded by a doctorate-holding assessor of the corresponding faculty. Following the hearing of the assessor, the examiner decides whether the candidate has passed the exam and, if so, assigns a mark. The log is signed by the assessor and by the examiner and submitted to the chairman of the doctoral committee. The examiner notifies the candidate of the mark he or she has received immediately following the exam. The rigorosum is counted as passed when both exams have been passed.

(6) The disputation comprises a 30-minute presentation, in which the candidate presents the most important results of the dissertation, and a discussion following it.

(7) The disputation should generally take place within four weeks following the successful completion of the rigorosum exams. The date and time of the disputation is decided by the chairperson of the doctoral committee and is shared in writing with the candidate, the members of the doctoral committee, and the public. The chairperson conducts the disputation. The doctoral committee decides in a closed session immediately following the disputation whether the candidate's performance has met all requirements and, if so, on an assigned mark. The final marks of the dissertation and of the doctoral examinations are also determined at this time. The mark for the disputation and the final mark for the doctoral examinations are told to the candidate (spoken, not in writing) immediately following this closed session.

(8) The disputation is rated on the same marking scale as the rigorosum exams. The final mark of the dissertation is determined from the arithmetic mean (rounded when necessary) of the individual marks assigned by the reviewers. Numerical values are assigned to the marks as follows:

summa cum laude	=	0
magna cum laude	=	1
cum laude	=	2
rite	=	3

The final mark of "summa cum laude" for the dissertation can only be given when all reviewers have individually assigned this mark.

(9) The chair of the doctoral committee records a log (Protokoll) of the disputation from which an estimation of the presentation and the discussion as well as the final mark of the doctoral examinations can be determined.

(10) All failed oral exams may be repeated once, between two and 12 months following the original date. Should any exam be failed more than once, the doctoral examination procedures are closed unsuccessfully. The candidate receives a corresponding notice from the Dean.

## ***VIII. Final mark***

### **§ 10**

(1) The following scale is used to determine the final mark:

summa cum laude	=	0	outstanding
magna cum laude	=	1	excellent

cum laude	=	2	good, above average
rite	=	3	sufficient, average

(2) The final mark for the doctoral examinations is determined from a weighted arithmetic mean of the (rounded when necessary) final mark of the dissertation, both marks for the rigorosum exams, and the mark assigned the disputation. Each of the three oral exams has a weight of 1, and the final note of the dissertation has a weight of 6. In case of doubt, the basic principle will be followed that the written component has precedence.

(3) The final mark of “summa cum laude” for the doctoral examinations can only be granted when the final mark of the dissertation is also “summa cum laude” and when the disputation and both rigorosum exams were passed with a mark of 1.

(4) All marks (individual marks from the reviewers, the rigorosum exams, the disputation, the final mark of the dissertation, and the final mark for the doctoral examinations) are to be recorded in a procedural log and kept in the University files.

## ***IX. Completion of examination procedures and certification***

### **§ 11**

The doctoral committee can, at the suggestion of the reviewers, request the removal of errors before the publishing of the dissertation. It is incumbent upon the Dean to assess the editing.

### **§ 12**

The Dean shares the decision of the doctoral committee and the Faculty Council with the doctoral candidate, in writing, and, in the case of the decision to grant the candidate an academic degree, advises him or her as to the obligation to publish the dissertation as well as to the full terms and benefits of the doctorate.

### **§ 13**

(1) Following acceptance of the dissertation and the successful completion of the oral exam, the candidate is obligated to publish the dissertation and to furnish copies as in paragraph (2).

(2) The obligation to publish the dissertation is satisfied when, in addition to four copies for the examination files, the following copies of the dissertation are supplied to the Thüringer Universitäts- und Landesbibliothek (ThULB):

- a. either 10 printed copies, on archival quality, wood- and acid-free paper and durably bound, or
- b. six printed copies, if the dissertation has been published in a journal or scientific written series, or
- c. six printed copies, if a commercial publisher will distribute the dissertation as a book, of which at least 150 copies can be demonstrated, and this publishing is

- announced on the back of the title page of the dissertation, or
- d. six printed copies and a copy-compatible, archival quality microfiche, or
  - e. six printed copies and an electronic version in a data format and medium which is according to parameters set by the ThULB.

In cases a., d., and e., the doctoral candidate transfers to the university the right to make and disseminate further copies of the dissertation.

(3) The required copies are to be deposited with the Faculty within one year following the disputation. This period may only be extended by the Dean's authorization.

#### **§ 14**

(1) As soon as the conditions in § 11 are fulfilled and the obligation to publish the dissertation as given in § 13 is satisfied, the doctorate is officially granted through the handing over of a certificate (Urkunde) signed by the Rector and the Dean. The day of the performance of the last oral component is given as the granting date for the degree.

(2) The right of the doctoral candidate to use the title of Doctor and to display the associated degree begins strictly with the handing over of this certificate.

(3) As an exception to paragraph (2), the candidate may be granted a provisional right to assume the doctoral degree and title before the handing over of the certificate if the fulfilment of all outstanding requirements has been demonstrated. This decision is issued by the Dean.

### ***X. Fraud and denial of the doctorate***

#### **§ 15**

(1) The granting of the doctorate is to be revoked if the applicant has lied or cheated in the verification of admission requirements or in any of the activities involved in the earning of the doctorate, or if anything should come to light which would have disqualified the candidate from being granted a degree. The decision to revoke the doctorate is made by a majority vote of the doctorate-holding members of the Faculty Council, after the holder of the degree has been afforded a hearing before the council.

(2) If the requirements for admission to a doctoral programme were not fulfilled, and the applicant did not attempt to lie or cheat about their fulfilment, and if this first becomes known after the handing over of the doctoral certificate, these deficiencies will be considered remedied through the successful completion of the doctoral examination.

(3) In addition to the above conditions, the revoking of a doctorate is subject to the Law in general.

## ***X. Right of inspection***

### **§ 16**

Following the closure of the doctoral examination procedures, the candidate has the right to view the documents. § 8 (11) remains unaffected.

## ***XI. Appeal of decisions***

### **§ 17**

(1) All decisions regarding admission to apply to a doctoral programme, the acceptance or rejection of the dissertation and the oral components of the doctoral examination procedures are to be shared with the applicant in writing. Any notice of incrimination from the Faculty Council and/or the doctoral committee is to be justified and is to be furnished for any inquiry into the legal remedies available to the candidate and his or her right to appeal.

(2) Within a month following notification of the decision, the concerned party may file a written appeal before the Rector of the Friedrich-Schiller-Universität.

The Faculty Council then obtains an opinion from the legal department of the university and subsequently makes a decision regarding the appeal via a majority vote of its doctorate-holding members. The Rector issues notice of the decision after first obtaining the Dean's counter-signature.

(3) The provisions of the administration procedural law (Verwaltungsgerichtsordnung) apply to the appeal and to the appeal process. In addition, § 134 sentence 2 of the Thuringian Higher Education Act (Thüringer Hochschulgesetz [ThürHG]) also applies.

## ***XII. Honorary degrees and their renewal***

### **§ 18**

(1) In the recognition of excellent scientific achievement or other special merits, the Friedrich-Schiller-Universität can issue honorary degrees. These may be granted as in § 1 (2) through the Faculty of Mathematics and Informatics for any of the fields that it represents. The receipt of such a degree is a rare distinction. The distinction of Doktor ehrenhalber may not be granted to persons who are currently working at the Universität Jena.

(2) The procedure to grant honorary degrees begins with a formal application submitted to the Dean which is signed by at least one third of all professors in a discipline (mathematics or informatics). The application is to include an appraisal of the exceptional merits of the person to be honoured.

(3) Based on the submitted statements, the Faculty Council may decide through the approval of three quarters of its doctorate-holding members to grant the honorary doctorate. Before the Faculty Council reaches a decision, the Senate is also to be given the opportunity to offer an opinion.

In the case of a positive decision, the Faculty Council names a professor who should prepare an honorific speech.

(4) The Rector and the Dean normally grant honorary degrees in an event to which the members of the Faculty Council and Senate and of the Faculty are invited. The degree is granted through the presentation of a certificate signed by the Rector and the Dean, in which the achievements of the honoured personage are recognised.

### **§ 19**

(1) The doctoral certificate can be renewed upon the 50<sup>th</sup> anniversary of the day of its initial conferral, if this renewal appears fitting in consideration of the scientific merits or close ties of the recipient with the Friedrich-Schiller-Universität.

(2) The anniversary certificate is granted following the proposal of the Dean and the approval of the Faculty Council. This certificate bears the signature of the Rector and of the Dean.

## ***XIII. Coming into effect of this course of examination (Promotionsordnung) and provisions during transition***

### **§ 20**

(1) For any applicant who has been accepted as a doctoral candidate at another postsecondary institution, but whose advisor has accepted a position with this Faculty, the requirements for admission to apply to a doctoral programme and the opening of doctoral examination procedures at the other institution, as well as all other requirements set forward in this document by the Faculty of Mathematics and Informatics apply.

(2) The examination procedures in cases described in (1) will be conducted strictly according to the course of examination for doctoral candidates of the Faculty of Mathematics and Informatics.

(3) Applicants who were already accepted on the basis of the course of examination for doctoral candidates at the Friedrich-Schiller-Universität from 12 November 1991, before the coming into effect of this document, have the right, until the termination of the semester during which this course of examination comes into effect, to choose between the current course of examination and the one which was in effect when they were accepted.

## **§ 21**

This course of examination comes into effect on the first day of the month following its release in the common official journal of the Thuringian Ministry of Culture (Thüringer Kultusministeriums) and the Thuringian Ministry for Science, Research and the Arts (Thüringer Ministeriums für Wissenschaft, Forschung und Kunst).

## ***XV. Final clause***

## **§ 22**

Decisions by the Faculty Council as concerns doctoral examination procedures are made by the majority vote of its attendant doctorate-holding members. The special rules in § 18 remain unaffected.

Jena, 22 November 2002

Prof. Dr. iur. habil. Karl-Ulrich Meyn

Rector

Prof. Dr. sc. nat. Gerd Wechsung

Dean of the Faculty of Mathematics  
and Informatics

## **Appendix 1: Admission to apply to a doctoral programme for especially qualified graduates of universities of applied sciences (Fachhochschulabsolventen)**

(1) Graduates of universities of applied sciences and of Magister study programs may, by application to the Faculty of Mathematics and Informatics, be admitted to an individual assessment and examination procedure (Eignungsfeststellungsverfahrens) with the goal of being allowed to earn a doctoral degree. The subject area of the degree from the university of applied sciences or the major subject of the Magister studies must be one which pertains to the fields of study offered by the Faculty of Mathematics and Informatics.

(2) The Faculty Council decides whether to accept the application, and can in individual cases also determine discrepancies from the requirements for admission and recommend the number of semesters of further study which would be required before the examination. This should not be more than three semesters.

(3) The following are required in order for the application to be considered:

- the degree final mark must be 1.5 or better;
- the Diploma or Magister thesis must have earned the mark of "excellent".

(4) The examinations for the assessment and examination procedure comprise:

- exams in two required fields of basic study (Grundstudium),
- and exams in two required fields of advanced study (Hauptstudium)

as according to the relevant course of examination for Diplom students (Diplomprüfungsordnung) (based on the intended dissertation topic).

The number of exams may be reduced by a resolution of the Faculty Council if the applicant has already completed corresponding additional tasks.

(5) All subjects must be completed with a mark of 2.3 or better.

(6) The exams take place in the time frame and according to the appointment times of the usual examination periods (Prüfungszeitraum). If an exam is assigned a mark worse than 2.3, it may be repeated only once, and this must be done at the next possible appointed test time. The Faculty Council decides how to handle exceptions.

(7) The application to open the individual assessment and examination procedures must include:

- a curriculum vitae (CV), together with a copy of the Diploma or Magister thesis and the accompanying evaluations, as well as a copy of the degree certificate,
- a statement as to whether a doctoral examination or similar examination has already taken place at a university or other academic institution,

- an official certificate of good conduct in the case that the applicant is not in civil service,
- a statement regarding whether an academic degree has been revoked or a state legal process (staatsanwaltliches Ermittlungsverfahren) has been begun against the applicant.

**Appendix 2: Prototype for the dissertation title page (English translation only; please use the German version)**

**T i t l e   o f   t h e   D i s s e r t a t i o n**

**Dissertation**

**for the obtainment of the academic degree**

*(the appropriate degree is to be inserted here)*

doctor rerum naturalium (Dr. rer. nat.)

Doktor-Ingenieur (Dr.-Ing.)

**submitted to the Faculty of Mathematics and Informatics**

**of the Friedrich-Schiller-Universität Jena**

**by .....** *(previously earned academic degrees, first and last name)*

**born on ..... in .....**

**Prototype of the back side of the title page (bottom)**

*(all fields marked ..... on the back side of the title page are to first be filled out in the obligatory copies [Pflichtexemplare])*

**Reviewers**

1. ....

2. ....

3. ....

**Date of the last rigorosum examination .....Date of the public defence: .....**

**Prototype for the dissertation title page (German)**

**T i t e l   d e r   D i s s e r t a t i o n**

**Dissertation**

**zur Erlangung des akademischen Grades**

*(the appropriate degree is to be inserted here)*

doctor rerum naturalium (Dr. rer. nat.)

Doktor-Ingenieur (Dr.-Ing.)

**vorgelegt dem Rat der Fakultät für Mathematik und Informatik**

**der Friedrich-Schiller-Universität Jena**

**von .....** *(previously earned academic degrees, first and last name)*

**geboren am ..... in .....**

**Prototype of the back side of the title page (bottom)**

*(all fields marked ..... on the back side of the title page are to first be filled out in the obligatory copies [Pflichtexemplare])*

**Gutachter**

1. ....

2. ....

3. ....

**Tag der letzten Prüfung des Rigorosums: .....**

**Tag der öffentlichen Verteidigung: .....**