

Denise D'Silva,
Graduiertenakademie

Promovieren an der TUD



Overview

1. Key parameters & prerequisites of a doctorate
2. Formal steps
3. Time for questions



Small Survey



Before the doctorate – Necessary steps

- ✓ Looking for a topic
- ✓ Looking for a supervisor
- ✓ Evaluate possibility of individual doctorate vs. structured doctorate (if applicable)
- ✓ Clarify funding



Steps are interdependent and take place in parallel

The Graduate Academy can give individual advice (appointment via website or email)

Key parameters - Individual vs. Structured doctorate

Individual Doctorate

Independent search for supervisor, topic and sometimes funding

Possibility of internal employment (research group), external employment (industry) or own funding (stipend, private means)

High degree of individuality and self-responsibility

Structured Doctorate

Application to a Graduate School/PhD program, competitive selection procedure

Structured curriculum (courses and sometimes credit points), usually a more controlled supervision by a group of (interdisciplinary) supervisors

Often with secured funding for program duration

There is also the possibility of a bi-national doctorate (joint degree of TU Dresden and a university abroad), information link at the end of the presentation

Key parameters – Monography vs. cumulative thesis

Monography

Traditional form of doctoral thesis in Germany

Single work as a sole author

Cumulative thesis

Publication of results in scientific journals, often with co-authors (contextual connection important!)

Publications and additional introduction and conclusion (“Manteltext”) to form the thesis

Individual contribution must be clearly distinguishable and evaluable

Specific requirements for publications defined in doctorate regulations (number, status, authorship)

**First check if the doctorate regulations of your
Faculty offer both options**

Key parameters – Monography vs. cumulative thesis

Monography

Concentrated writing process mostly towards the end of the project

Possibly easier to have one overall project plan

Independent of process duration of the journal

Cumulative thesis

Higher possibility to break down project in smaller parts (motivation!)

Publication takes time depending on the process duration of the journal, publication not guaranteed

Possibly more likely to be cited than big monographies

Requires close coordination with supervisor(s)

In some fields it is likely that you end up doing (or having to do) both, publishing articles AND writing a monography -> speak to your supervisor at the start of the project

Key parameters – Doctoral title

Dr. (Doktor)

Every Faculty of TUD offers at least one “Dr.” title

Title is always awarded with an addition according to the subject (Dr.-Ing., Dr. phil. etc.)

More common in German speaking countries

Ph. D.

More common in international context

Not every Faculty offers a Ph. D. (check doctorate regulations)

Requires participation in doctoral studies (check study regulations)

You will also be addressed as “Dr.”

Formal requirements for doctoral candidates at TUD

1. Academic degree

- At the level of Master's degree, state examination, Diploma or Magister
- Degree with at least a grade of "good"
- Bachelor's degree (mostly with a degree "very good") or degree in unrelated subject for the doctorate -> suitability assessment (i. e. examinations)
- Additional requirements (i. e. additional lectures) are possible in general
- International university degree?
Verification by the Doctoral Office together with the International Office

2. Confirmation of academic supervision by a qualified person (see doctoral regulations), including a supervision agreement

3. Further documents (C.V., certificate of good conduct etc.)

**Please read the doctorate regulations of
your Faculty**

Overview of formal steps

1. Acceptance as a doctoral candidate by a Faculty
2. *Status talk, replacement of the rigorosum and/or participation in courses, if applicable*
3. (Opening of the) Doctorate proceedings

Reviews

Defense (and possibly rigorosum)

Publication of thesis



Acceptance as a doctoral candidate

- ✓ To be applied for at the beginning of the doctorate to make sure all requirements are fulfilled and to receive the status as doctoral candidate (relevant for insurance if you are not employed and not enrolled)
- ✓ **Application via Promovendus** software (ZIH Login required -> regular login (employees and students) or guest login)
- ✓ (Preliminary) **Decision**: Aspired degree (check doctoral regulations), working title and type of thesis (monograph, cumulative – check doctoral regulations)
- ✓ Usually, all documents have to be submitted electronically and in printed version
- ✓ Doctoral board decides about the acceptance or, if applicable, suitability assessment
- ✓ **Letter of acceptance** will be issued, confirming the supervisor(s), topic, aspired degree and possibly additional requirements

The screenshot displays the Promovendus web portal interface. The main header reads 'Herzlich Willkommen bei Promovendus - das Webportal der TU Dresden für Promovierende und Postdocs.' Below this, there are several sections and forms:

- Antrag auf Annahme als Doktorand/in**: A form for applying for acceptance as a doctoral candidate. It includes a text area for the application and a checkbox for 'Ich bestätige, dass die Angaben wahr sind' (I confirm that the information is true).
- Antrag auf Annahme als Doktorand/in - Datenschutzhinweis**: A form for the data protection notice, which includes a checkbox for 'Ich bestätige, dass die Angaben wahr sind'.
- Antrag auf Annahme als Doktorand - Persönliche Daten**: A form for personal data, including fields for Geschlecht (Gender), Titel (Title), Vorname (First Name), Nachname (Last Name), Namenszusatz (Suffix), Geburtsname (Birth Name), Geburtsdatum (Date of Birth), and Geburtsort (Place of Birth).

During the doctorate

- ✓ Communicate changes (supervisor, topic, type of thesis...) and interruptions to the Faculty
- ✓ Fulfill additional requirements, if applicable
- ✓ Complete examinations, if required (f. ex. Status talk, replacement of rigorosum, in case of „Ph.D.“ degree: doctoral studies)
- ✓ Complete a training in good scientific practice (Graduate Academy offers such courses)



- ✓ Right to enrol as a doctoral student
- ✓ Right to use the services of the Graduate Academy
- ✓ Right to stand as a candidate of the doctoral council

[illegible]

- ## Pro

Lower prices in Mensa, museums etc.

Con

Semester fee 338 Euro (2x per year)

Doctorate proceedings

- ✓ To hand in your thesis and complete your doctorate, an **application for the opening of the doctorate proceedings** has to be filed with your Faculty
- ✓ **Application via Promovendus** software (ZIH Login required)
- ✓ **Decision:** Final title of thesis
- ✓ Possibility to suggest **reviewers** of the thesis (check doctoral regulations!)
- ✓ Documents have to be submitted electronically and in printed version
- ✓ Doctoral board decides about the opening of the proceedings, appoints reviewers and a doctoral committee and issues a written confirmation

Antrag auf Eröffnung des Promotionsverfahrens

Um den Antrag auf Eröffnung des Promotionsverfahrens an einer Fakultät der TU Dresden stellen zu können, müssen Sie offiziell als Doktorand/in von dieser Fakultät angenommen worden sein. Alle weiteren Voraussetzungen zur Eröffnung des Promotionsverfahrens sind in den jeweiligen Promotionsordnungen der Fakultäten geregelt. Sind alle Voraussetzungen erfüllt, eröffnet in der Regel der Promotionsausschuss der Fakultät das Promotionsverfahren. Das bedeutet, dass die Gutachter/innen für die Dissertation bestellt und die Mitglieder der Promotionskommission eingesetzt werden.

Die folgenden Seiten leiten Sie Schritt für Schritt durch den Antrag. Alle mit einem Sternchen markierten Felder sind Pflichtfelder. Sie können den Prozess jederzeit unterbrechen und zu einem späteren Zeitpunkt fortsetzen.

Bei weiteren Fragen wenden Sie sich bitte an promovendus@tu-dresden.de.

Antrag auf Eröffnung des Promotionsverfahrens - Datenschutzhinweis

Gemäß der Ordnung zur Verarbeitung von personenbezogenen Daten in der Promotionsphase an der TU Dresden bitten wir Sie, uns nachfolgend zu bestätigen, dass Sie die Datenschutzerklärung für Promovierende gelesen und verstanden haben.

☐ Ich bestätige

Antrag auf Eröffnung des Promotionsverfahrens - Persönliche Daten

Bei Änderungen der Angaben zur Person wie bspw. Namensänderungen wenden Sie sich bitte an promovendus@tu-dresden.de.

Geschlecht* ☐ Männlich ☒ Weiblich ☐ Divers

Titel

Vorname

Nachname

Namenszusatz

Geburtsname

Geburtsdatum

Geburtsort

Geburtsland

Nationalität*

Weitere Nationalität

Abbrechen Speichern und schließen Zurück Weiter

Doctorate proceedings – Course of the procedure

- ✓ **Reviews** of thesis are sent to the Faculty
- ✓ **Display period** of thesis at the Faculty: 2 weeks
- ✓ Date and time of **public defense** (and possibly rigorosum) is set, invitations are sent
- ✓ **Defense** (and possibly rigorosum) takes place
- ✓ Doctoral committee decides about **final grade** and possible additional requirements for thesis, doctoral board confirms the decision
- ✓ **Publication of thesis** (usually required within one year after defense, Medical Faculty: 3 months)
- ✓ **Doctoral certificate** is issued – right to carry the doctoral title is acquired and proceedings completed



Useful Links (also in Chat)

Leitfaden

„Promovieren an der TU Dresden“:



Guideline

„Doing a doctorate at TU Dresden“



Useful Links (also in Chat)

**Leitfaden
Bi-Nationale Promotion:**



**Guideline
for a bi-national doctorate:**



Thank you for your attention
Vielen Dank für Ihre Aufmerksamkeit