

The English version of the Postdoctoral Degree Regulations is a courtesy translation. Only the German Postdoctoral Degree Regulations are legally valid.

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Common Postdoctoral Degree Regulations of TUD Dresden University of Technology

As of February 14, 1996

Based on § 37 para. 5 of the Saxon Higher Education Act (SächsHSG) of August 4, 1993 (SächsGVBl. p. 691),

- On April 6, 1995, the “Carl Gustav Carus” Faculty of Medicine
- On July 5, 1995, the Faculty of Architecture
- On July 17, 1995, the “Friedrich List” Faculty of Transport and Traffic Sciences
- On July 26, 1995, the Faculty of Forest Sciences, Geo Sciences and Hydrosociences
- On August 16, 1995, the Faculty of Civil Engineerin
- On September 25, 1995, the Faculty of Computer Science
- On October 18, 1995, the Faculty of Electrical Engineering
- On October 18, 1995, the Faculty of Mechanical Science and Engineering

adopted the following Postdoctoral Degree Regulations, which were approved by the Saxon State Ministry of Science and the Arts (*German abbreviation* SMWK) by decree of December 11, 1995 (Ref.: 2-7842.11/14).

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(Translator's note: The English version of these regulations uses gender-inclusive pronouns i.e. the "singular they" that includes all genders)

§ 1 Postdoctoral qualification (*Habilitation*)

(1) The postdoctoral qualification (*Habilitation*) serves as evidence of a particular proficiency for independent research and teaching in a specific subject or field (teaching qualification). As a result of the successful postdoctoral qualification, the candidate obtains the academic title of a *habilitated* doctor of the relevant Faculty. The doctoral title is supplemented by the addition of "*Habil.*" If the doctoral degree already awarded does not correspond to the doctoral degrees awarded by the Faculty carrying out the postdoctoral qualification, the nomenclature that is customary at that Faculty is added (Dr. et habil.).

(2) The postdoctoral qualification is only possible if the chosen subject or field is represented by a university lecturer working primarily at TUD Dresden University of Technology (§ 48 SHG), and if a university lecturer of TUD Dresden University of Technology agrees to review the postdoctoral thesis.

(3) The postdoctoral qualification procedure is carried out by the Faculty to which the chosen subject or field is assigned. If a postdoctoral qualification is carried out by several faculties, a joint Habilitation Committee may be established by mutual agreement of these faculties. In cases of doubt, the Senate decides on the assignment.

§ 2 Habilitation Committee

(1) Unless otherwise provided for in these regulations, all decisions regarding the postdoctoral qualification procedure are made by the Habilitation Committee appointed by the Faculty Board to carry out the postdoctoral qualification procedure.

(2) The Habilitation Committee is formed in accordance with the scientific requirements of the postdoctoral qualification procedure. It consists of the chairperson, the reviewers and, as a rule, four other university lecturers or *Privatdozenten* (private lecturers) working primarily at TUD Dresden University of Technology.

(3) The chairperson shall oblige all members of the Habilitation Committee who are not public service staff to maintain confidentiality.

(4) The meetings of the Habilitation Committee are not public.

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- (5) The Habilitation Committee has a quorum if the majority of its members are present. It passes resolutions based on the majority of valid votes cast. In the event of a tie, the chairperson has the deciding vote. Abstentions are not permitted.
- (6) Minutes shall be kept of the deliberations of the Habilitation Committee. The minutes must contain the wording of the resolutions and recommendations as well as the results of the votes.

§ 3 Prerequisites for the postdoctoral qualification

- (1) Candidates can only be admitted to the postdoctoral qualification procedure if they
 1. hold a doctoral degree from a German academic university in the disciplines offered by Faculty and,
 2. as a rule, have been active in academia for several years.
- (2) Upon application by the candidate, the Faculty Board may recognize a doctoral title from another field or an equivalent title from an international university as a prerequisite for admission to the postdoctoral qualification. The recognition of an international academic title presupposes that the candidate has been granted the authorization required by law to use the title in the Federal Republic of Germany.

§ 4 Postdoctoral work

To obtain the postdoctoral qualification, the following must be completed:

1. Submission of a postdoctoral thesis or equivalent academic publications. These must be written in German. If a review can be ensured, the Faculty Board may allow work written in another language.
2. An academic presentation followed by a discussion (colloquium),
3. A teaching session of a discursive nature (trial lecture).

§ 5 Submitting the postdoctoral thesis to the Dean

- (1) The candidate will submit a written application for admission to the postdoctoral qualification to the Dean of the relevant Faculty, stating the subject or field for which they wish to obtain the teaching qualification.
- (2) The following documents must be included:

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1. The postdoctoral thesis or equivalent scientific publications in five copies of each
2. A declaration that the postdoctoral thesis and other submitted academic work have been written independently by the candidate without any aids other than those indicated, and that the content included as quotes or reformulated is indicated as such; in the case of joint work, a detailed statement of the candidate's contribution, and
3. A list of the candidate's academic publications, including offprints, if possible. Research results that have not yet been published may be submitted in manuscript form.
4. A curriculum vitae providing information about the candidate's personal and professional achievements
5. Suitable proof regarding the requirements pursuant to § 3 para. 1, in particular the doctoral certificate, the dissertation and a statement of previous academic teaching activities
6. A declaration about any previous postdoctoral theses submitted to Deans at other universities, if any, and their results
7. Three topic proposals for the academic presentation and three topic proposals for the trial lecture; the candidate may change the proposed topics until the decision on the acceptance of the postdoctoral thesis has been made.
8. A declaration that a certificate of good conduct (*Führungszeugnis*) according to § 30 para. 5 Federal Central Register Act (*Bundeszentralregistergesetz*), to be submitted to the responsible Faculty, has been applied for at the relevant registration authority.

The submission of the postdoctoral thesis to the Dean may be accompanied by a proposal for three possible reviewers. The proposal does not constitute an entitlement for consideration.

- (3) The documents enclosed in accordance with para. 2 must be submitted in written form and must be authorized by the candidate's signature or be officially certified.
- (4) Upon commencement of the procedure, the submitted documents become the property of TUD Dresden University of Technology.

§ 6 Withdrawal and repetition

(1) Candidates may withdraw the submission of their postdoctoral thesis to the Dean at any stage of the procedure.

(2) If the submission of a postdoctoral thesis to the Dean has not resulted in a postdoctoral qualification, a new submission may be made one year later at the earliest. A postdoctoral thesis accepted in an earlier procedure may be resubmitted in the repeat procedure. In all other respects, the provisions of these Postdoctoral Degree Regulations shall apply.

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§ 7 Admission to the postdoctoral qualification

- (1) The Dean will review which Faculty is technically responsible and whether the submitted documents are complete and valid; an incomplete application may be rejected.
- (2) In all other respects, the Faculty Board decides who will be admitted to the postdoctoral qualification. The decision regarding admission must state the title of the postdoctoral thesis and the subject or field for which the candidate wishes to prove their teaching qualification. Moreover, the Habilitation Committee and the reviewers must be appointed pursuant to § 37 para. 3 SHG.
- (3) The Dean will notify the candidate in writing without delay of the decision regarding admission to the postdoctoral qualification procedure.
- (4) Admission to the postdoctoral qualification procedure may only be refused if
 1. the prerequisites specified in § 3 are not fulfilled,
 2. the documents to be submitted alongside the application for postdoctoral qualification are incomplete,
 3. the candidate has submitted an application for postdoctoral qualification elsewhere and this procedure has not yet been completed,
 4. the candidate has repeatedly failed a postdoctoral qualification procedure,
 5. the requirements for revoking the academic title or for prohibiting the candidate to work as university lecturer are met,
 6. the postdoctoral thesis concerns a subject or field which is not represented by any university lecturer at the faculty, or if the faculty does not feel professionally able to assess the postdoctoral thesis.

§ 8 Review of the postdoctoral thesis

- (1) The evaluations by the reviewers appointed in accordance with § 7, para. 2, sentence 3 must be submitted in writing. The reviews must contain a recommendation regarding the acceptance or rejection of the submitted work as a postdoctoral thesis.
- (2) If a review is not submitted within six months, the Faculty Board may appoint a new reviewer.

§ 9 Acceptance of the postdoctoral thesis

- (1) After receiving the reviews, the postdoctoral thesis and the reviews are made available to all university lecturers and *Privatdozenten* (private lecturers) working mainly at the Faculty, by display for inspection for a period of at least two weeks, or by circulation. The lecturers have the right to comment in writing.
- (2) The Habilitation Committee makes the decision whether to accept or reject the postdoctoral thesis on the basis of the submitted reviews and statements. If the reviews do not come to a

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unanimous decision or if the Habilitation Committee wishes to deviate from a unanimous recommendation of the reviews, it must justify its decision in writing in a manner that is transparent.

(3) If the postdoctoral thesis is not accepted, the Faculty Board shall determine the postdoctoral qualification procedure to be unsuccessfully terminated.

§ 10 Academic presentation and colloquium

(1) After the postdoctoral thesis has been accepted, the Habilitation Committee sets the date for the academic presentation and colloquium, and selects the presentation topic from the candidate's proposals. The Habilitation Committee can reject topics it considers unsuitable and request the candidate to propose different topics.

(2) The Dean will invite the candidate to the academic presentation and colloquium no later than two weeks before the set date, and will inform them of the selected topic.

(3) To attend the academic presentation and colloquium, the Dean will invite, in writing, the members of the Habilitation Committee, all university lecturers and *Privatdozenten* (private lecturers) working mainly at the Faculty, the representatives of academic and other staff, and the students on the Faculty Board. In addition, they may invite university lecturers from other faculties or universities, representatives of other academic institutions, or other candidates for postdoctoral qualification.

(4) The academic presentation and the colloquium are open to the Faculty. The time and place will be announced on the bulletin board. The academic presentation should, as a rule, last for 45 minutes. The colloquium should not exceed 60 minutes. The colloquium is conducted by the Dean or, on their behalf, by the chairperson of the Habilitation Committee, and covers the entire subject or field for which the teaching qualification is to be demonstrated; the topic of the academic presentation should form a major focus of the colloquium.

(5) Upon completion of the academic presentation and the colloquium, the Habilitation Committee deliberates and decides on the result. In the presence of the Habilitation Committee, the chairperson of the Habilitation Committee announces the result to the candidate. The deliberations, the decision-making and the announcement are not public.

(6) If the result is not considered sufficient, the Habilitation Committee may decide that academic presentation and colloquium may be repeated once, with a different topic and within a reasonable period of time.

§ 11 Trial lecture

The trial lecture should, as a rule, last for 45 minutes. In all other respects, § 10 applies accordingly.

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§ 12 Completing the postdoctoral qualification

(1) If the candidate has successfully completed all postdoctoral work, the Faculty Board decides, at the suggestion of the Habilitation Committee, on the successful completion of the postdoctoral qualification procedure. In its decision, the Habilitation Committee specifies the subject or field in which the teaching qualification has been obtained. § 9 para. 2 sentence 2 applies accordingly.

(2) The candidate receives a postdoctoral qualification certificate and is awarded the academic title *habilitated* doctor. The certificate must include:

1. Last name, first name, date and place of birth of the person who obtained the postdoctoral qualification,
2. the academic title awarded,
3. the topic of the postdoctoral thesis,
4. the subject or field for which the teaching qualification has been obtained,
5. the date of the decision of the Faculty Board on the successful completion of the postdoctoral qualification procedure according to para. 1,
6. the signatures of the Rector and the Dean of the responsible faculty,
7. the seal of TUD Dresden University of Technology.

§ 13 Extending the teaching qualification

At the request of the person who obtained the postdoctoral qualification, the Faculty Board of the Faculty responsible for the changed or new field may extend the teaching qualification that was granted with the postdoctoral qualification. The candidate must provide evidence of their special qualification for research and teaching in the extended or new field in the form of academic publications. § 8 and § 9 shall apply accordingly to the review and decision-making process.

§ 14 Revocation of the postdoctoral qualification

(1) The revocation of the postdoctoral qualification and the withdrawal of the academic title are governed by the statutory provisions. This decision shall be made by the Faculty Board.

(2) If, before the certificate is issued, it becomes apparent that the candidate obtained admission to the postdoctoral qualification procedure by deception, or was guilty of deception during the postdoctoral qualification procedure, the Faculty Board will declare the examined assessments invalid and determine that the postdoctoral qualification procedure has been unsuccessfully terminated.

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§ 15 Negative decisions

Negative decisions or decisions that adversely affect the candidate, and the decision on the withdrawal of the postdoctoral qualification will be issued by the Dean; they must be justified in writing and must be accompanied by information on legal appeal options.

§ 16 Access to documents and files

Within one year after completion of the postdoctoral qualification procedure, the person who obtained the postdoctoral qualification must, upon request, be granted access to all documents pertaining to the postdoctoral procedure.

§ 17 Taking effect and interim regulations

(1) These Postdoctoral Degree (*Habilitation*) Regulations will take effect on the day after publication in the Official Announcements of TUD Dresden University of Technology.

(2) Postdoctoral qualification procedures that have already been opened will be continued in accordance with these Postdoctoral Degree Regulations, unless the candidate requests continuation in accordance with the previous regulations.

Dresden, February 14, 1996

Prof. Dr.-Ing. habil. Erwin Stoschek
Dean of the Faculty of Computer Science

Prof. Dr.-Ing. habil. Peter Büchner
Dean of the Faculty of Electrical
Engineering

Prof. Dr.-Ing. habil. Hans-Jürgen Hardtke
Dean of the Faculty of Mechanical Science
and Engineering

Prof. Dr.-Ing. habil. Dietrich Franke
Dean of the Faculty of Civil Engineering

Prof. Dr.-Ing. Jürgen Stamm
Dean of the Faculty of Architecture:

Prof. Dr.-Ing. habil. Siegfried Rüger
Dean of the "Friedrich List" Faculty of
Transport and Traffic Sciences

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Prof. Dr.-Ing. Dr.-Ing. habil. Gerd Schmitz
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