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Doctoral Regulations for the Faculties of Agricultural Sciences, Natural Sciences, and Business, Economics and Social Sciences

Based on Sec. 38(4) of the State Higher Education Act (Landeshochschulgesetz, LHG) from 1 January 2005 (Law Gazette p. 1ff.) in the version of Article 1 of the Third Higher Education Law Amendment Act from 1 April 2014 (Law Gazette p. 99), last amended by Article 8 of the Act from 7 February 2023, the University of Hohenheim Senate passed the following Doctoral Regulations on 5 July 2023.

According to Sec. 38(4) sentence 1 State Higher Education Act (Landeshochschulgesetz, LHG), the President approved of the Doctoral Regulations on 4 September 2023.

TABLE OF CONTENTS:

Part 1: General Provisions	3
§ 1 Area of applicability	3
§ 2 Purpose of doctorate	3
§ 3 Doctoral degrees	3
§ 4 Doctoral committee	3
§ 5 Supervisor and doctoral agreement	5
§ 6 Mentor group	6
§ 7 Termination of the doctoral agreement with the supervisor and of the doctoral relationship with the University	6
§ 8 Reviewers and examiners	7
§ 9 Examination board	7
Part 2: Admission	8
§ 10 General admission requirements	8
§ 11 Applicants with a foreign university degree	9
§ 12 Particularly qualified graduates of a diploma program at a university of applied sciences or a university of cooperative education	9
§ 13 Particularly qualified graduates of Bachelor's degree programs	10
§ 14 Acceptance as a doctoral candidate	11
§ 15 Decision on acceptance as doctoral candidate	12
§ 16 Maximum duration of the doctorate; revocation of acceptance	13
Part 3: Examination	13
§ 17 Dissertation	13
§ 18 Application to open the doctoral examination process	15
§ 19 Reviewing the dissertation	16
§ 20 Continuation of the process	16
§ 21 Oral doctoral examination	17

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§ 22 Repeating doctoral examinations	18
§ 23 Assessment	18
§ 24 Overall result	19
Part 4: Completion of the doctorate	19
§ 25 Publishing the dissertation	19
§ 26 Certificate and use of the doctorate title	21
Part 5: Other types of doctoral processes	21
§ 27 Honorary doctorate	21
§ 28 Doctoral examination processes with other universities	22
Part 6: Specific provisions	23
§ 29 Failure to appear, withdrawing, problems with the process	23
§ 30 Periods of protection	23
§ 31 Allowance for student disadvantages	24
§ 32 Cheating and breach of regulations	24
§ 33 Revocation of the doctoral degree	24
§ 34 Inspection and retention of records	25
Part 7: Closing provisions	25
§ 35 Entry into force and transitional provisions	25

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Part 1: General Provisions

§ 1 Area of applicability

- (1) The University of Hohenheim conducts the doctoral examination process on the basis of these doctoral regulations.
- (2) The right to award doctorates lies with the Faculties of
 - Agricultural Sciences,
 - Natural Sciences, and
 - Business, Economics and Social Sciences.

§ 2 Purpose of doctorate

- (1) The doctorate serves as proof of qualification for independent, in-depth scientific work in one of the subjects represented at the Faculty of Agricultural Sciences, Natural Sciences, or Business, Economics and Social Sciences.
- (2) The doctorate consists of a scientific work (dissertation) and an oral examination (defense).
- (3) A doctoral degree is awarded after successful completion of the doctoral examination process and subsequent publication.

§ 3 Doctoral degrees

- (1) The University of Hohenheim awards the following doctoral degrees on the basis of the doctorate:
 1. in the **Faculty of Agricultural Sciences** the academic degree of Doctor of Agricultural Sciences – doctor scientiarum agriculturæ (Dr. sc. agr.),
 2. in the **Faculty of Natural Sciences** the academic degree of Doctor of Natural Sciences – doctor rerum naturæ (Dr. rer. nat.),
 3. in the **Faculty of Business, Economics and Social Sciences** the academic degree of Doctor of Social Sciences – doctor rerum socialium (Dr. rer. soc.) or Doctor of Economics – doctor oeconomiae (Dr. oec.).
 4. If the doctorate is awarded within the framework of a doctoral study program of the University of Hohenheim, the academic degree “Doctor of Philosophy” (Ph.D.) can alternatively be awarded upon the graduate’s request in accordance with the respective examination regulations.
- (2) The University of Hohenheim may also confer the degree of honorary doctor (Doctor honoris causa – Dr. h.c.) in the faculties according to § 27.

§ 4 Doctoral committee

- (1) The faculties each form one or more doctoral committees. Within the faculty responsible for the doctorate, these committees organize and execute doctorates as well as all other tasks assigned by these doctoral regulations.

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- (2) The doctoral committee may delegate the performance of its duties in individual cases or in general to the chairperson or another member of the doctoral committee; this does not apply to matters for which the State Higher Education Act (Landeshochschulgesetz, LHG) expressly provides for decisions by the doctoral committee.
- (3) In urgent matters, the completion of which cannot be postponed until a meeting of the doctoral committee, the chairperson shall decide in place of the committee. The reasons for the urgent decision and the manner in which the matter is to be dealt with must be communicated to the members of the doctoral committee at the latest at next meeting of the doctoral committee.
- (4) The doctoral committee comprises:
 1. in the Faculty of Agricultural Sciences, a total of eight members. The chairperson of the doctoral committee is a professorial member of the Faculty of Agricultural Sciences and is appointed by the Faculty Board. The remaining seven members are elected by the Faculty Council; of these, five must belong to the group of professors, junior professors, and privatdozents, and two must belong to the Faculty's group of academic staff members who hold a doctorate. The doctoral committee also includes a representative from the group of doctoral candidates with an advisory vote. This person is elected by the Faculty Council. The doctoral candidate's term of office is one year. The Faculty Council additionally appoints three deputy members from the faculty, including two university lecturers and one academic staff member with a doctorate as well as one deputy from the group of doctoral candidates.
 2. in the **Faculty of Natural Sciences**, the members of the Faculty Board by virtue of office and an additional seven members of the group of professors, junior professors, or privatdozents and one member of the Faculty's group of academic staff members who hold a doctorate; they are elected by the Faculty Council. The chairperson and a deputy are appointed by the Faculty Board. The Faculty Council additionally appoints two deputy members from the faculty, including one university lecturers and one academic staff member with a doctorate.
 3. in the Faculty of Business, Economics and Social Sciences, a total of five members. Of these, four members must belong to the group of professors, junior professors, or privatdozents, and one member must belong to the Faculty's group of academic staff members who hold a doctorate. Members are elected by the Faculty Council and from this the Faculty Board appoints the chairperson and a deputy. Only professorial members can be elected as chairperson and deputy chairpersons. The Faculty Council additionally appoints three deputy members from the Faculty, including two university lecturers and one academic staff member with a doctorate.
- (5) The term of office of the elected members of the doctoral committees is four years; in the Faculty of Natural Sciences it always ends with the Dean's term of office. Reappointment is permitted. Upon leaving the respective faculty, membership on the doctoral committee ends; the Faculty Council elects a successor for the remaining term of office.
- (6) The doctoral committees' meetings are generally not open to the public and they meet as needed, usually twice a semester. Decisions may also be made by written or electronic circulation if no member objects and as long as the decision to be made does not require a debate due to its fundamental importance or the complexity of the matter. A decision by circulation requires the majority of votes of all members of the doctoral committee. The chairperson of the doctoral committee reports regularly to the Faculty Board.

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- (7) The doctoral committee shall have a quorum when at least half of all members are present. Decisions are made by a simple majority of votes of the members present; in the event of a tie, the chairperson casts the deciding vote. The respective first supervisor must be heard by the committee before decisions are made on relevant requests.
- (8) The Faculty Council shall each elect two ombudspersons from among the professorial members of the faculty. The term of office corresponds to the term of office of the doctoral committee.
- (9) The Procedural Order for Committees and Commissions at the University of Hohenheim is also applicable in the respectively valid version.
- (10) The doctoral committee is supported in its duties by the Graduate Academy. In particular, the Graduate Academy receives requests required by these doctoral regulations, implements decisions of the doctoral committee, processes the decisions of the doctoral committee, and ensures that deadlines are announced.
- (11) The doctoral committee may issue implementation provisions.

§ 5 Supervisor and doctoral agreement

- (1) The doctoral committee appoints at least one supervisor (first supervisor) who agrees to supervise the doctoral project.
- (2) The supervisor may be chosen from among the following groups of persons: All professors, junior professors, or privatdozents primarily employed at the University of Hohenheim in the faculty responsible for the respective doctorate.
- (3) Retired or emeritus professors of the faculty responsible for the doctorate; in the Faculty of Business, Economics and Social Sciences, honorary professors may also supervise doctoral projects.
- (4) In exceptional cases, the dissertation may also be supervised by outstandingly qualified academic staff members of the University of Hohenheim who hold a doctorate and to whom the examination authority has been delegated in accordance with § 52(1) sentence 6 half-sentence 2 of the State Higher Education Act (LHG). The decision as to who is outstandingly qualified within the meaning of sentence 1 shall be made by the responsible doctoral committee on a case-by-case basis.
- (5) In addition, members of other faculties of the University of Hohenheim or other German or foreign universities may be appointed as supervisors; this includes professors of university of applied sciences or the Baden-Württemberg Cooperative State University. The requirements set out in subsection 2 shall apply accordingly.
- (6) In cases according to subsections 3-5, the responsible doctoral committee appoints an additional supervisor (second supervisor) primarily employed by the faculty awarding the doctorate according to subsection.
- (7) The first supervisor and, if applicable, the second supervisor shall conclude a written doctoral agreement with the doctoral candidate, using the form in Annex 1, with the minimum contents according to § 38(5) sentence 3 of the State Higher Education Act (LHG) and on good research practice. The doctoral agreement does not represent a legal claim to acceptance as a doctoral candidate.

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§ 6 Mentor group

- (1) The doctoral committee appoints a mentor group for all doctoral candidates within six months in addition to the first supervisor.
- (2) The mentor group consists of three members: The first supervisor, a second member who must belong to the group of professors, junior professors, or privatdozenten, and a third member who is distinguished by professional competence in relation to the respective doctoral topic.
- (3) The mentor group has the following responsibilities:
 1. Collaborative or individual academic advising for the doctoral candidate during the doctorate.
 2. Documented performance of an interim evaluation of the progress of the dissertation two years after acceptance as well as of the training measures on good research practice taken so far by the doctoral candidate, with recommendations to the doctoral candidate. The interim evaluation and recommendations are added to the doctoral file by the Graduate Academy.
- (4) The composition of the mentor group can be changed at the request of the doctoral candidate within the framework of subsection 2.

§ 7 Termination of the doctoral agreement with the supervisor and of the doctoral relationship with the University

- (1) If a supervisor is no longer a member of the Faculty responsible for the doctorate, they may continue to supervise doctoral candidates accepted according to § 15. The decision on this is made by the doctoral committee at the request of the supervisor. Otherwise, the doctoral agreement ends.
- (2) If the supervisor is no longer able to perform their duties due to personal reasons (e.g., illness, accident, appointment), the doctoral agreement will end for this reason.
- (3) Each supervisor has the right to request termination of the doctoral agreement in writing to the doctoral committee for good cause. The request must include a justification. An important reason may include the area of responsibility of the supervisor or the doctoral candidate. In particular, academic or personal reasons may be considered as good cause. Academic reasons are given if the academic prerequisites for a continuation of the doctoral relationship are no longer given; e.g., if the doctoral candidate proves to be unsuitable despite sufficient supervision or changes the research topic without first consulting with and getting approval from the supervisor. Personal reasons can lead to a dissolution of the supervision relationship if the trust has been seriously and permanently lost.
- (4) Doctoral candidates have the right to terminate the doctoral agreement with the supervisor for an important reason with a written declaration. In this case, the doctoral candidate is obligated to forward the information about the termination of the agreement to the doctoral committee and the Graduate Academy.
- (5) If the doctoral agreement is terminated under subsections 1, 2, 3, or 4, an attempt will be made to enter into a new doctoral agreement with another supervisor. The doctoral candidate may submit suggestions for this purpose. The doctoral committee will attempt to recruit possible new supervisors to enter into a new doctoral agreement. For this purpose,

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the doctoral committee shall consult the ombudsperson if one of the persons involved includes the ombudsperson in the discussion.

- (6) The doctoral candidates and the supervisors are supported by the responsible ombudsperson for conflict cases within the doctorate and for self-regulation in research. Involving them is voluntary.

§ 8 Reviewers and examiners

- (1) The following groups of persons are eligible as reviewers of the dissertation and examiners of the oral examination: All professors, junior professors, or privatdozenten primarily employed at the University of Hohenheim in the faculty responsible for the respective doctorate.
- (2) Retired or emeritus professors of the faculty responsible for the doctorate; in the Faculty of Business, Economics and Social Sciences, honorary professors may also be appointed as reviewers and examiners.
- (3) In exceptional cases, outstandingly qualified academic staff members of the University of Hohenheim who hold a doctorate and to whom the examination authority has been delegated in accordance with § 52(1) sentence 6 half-sentence 2 of the State Higher Education Act (LHG) may be appointed as reviewers and examiners. The decision as to who is outstandingly qualified within the meaning of sentence 1 shall be made by the responsible doctoral committee on a case-by-case basis.
- (4) In addition, members of other faculties of the University of Hohenheim or other German or foreign universities may be appointed as reviewers and examiners; this includes professors of university of applied sciences or the Baden-Württemberg Cooperative State University. The requirements set out in subsection 1 shall apply accordingly.
- (5) The first supervisor of a doctoral project should also be appointed as a reviewer.
- (6) At least one reviewing and examining person must be a professor, junior professor, or privatdozent primarily employed at the faculty of the University of Hohenheim that is responsible for the doctorate. In addition, at the Faculty of Agricultural Sciences, one reviewer must be external in accordance with subsection 4 above. For cumulative dissertations prepared at the Faculty of Business, Economics and Social Sciences, at least one reviewer must not have been involved in any of the individual articles as a co-author.
- (7) If a reviewer or examiner is unable to perform their duties, the doctoral committee shall appoint another reviewer or examiner after hearing the doctoral candidate and, to the extent possible, in agreement with the first supervisor.
- (8) Second reviewers and, if necessary, additional reviewers are usually appointed by the responsible doctoral committee on the recommendation of the first supervisor.

§ 9 Examination board

- (1) For each doctoral examination process, the doctoral committee appoints an examination board to evaluate the oral defense.

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(2) The examination board comprises:

1. at least three members in the **Faculty of Agricultural Sciences**, including:

- a) at least two reviewers according to § 8; if one reviewer is unable to attend, a deputy shall be appointed;
- b) at least one additional professor primarily employed at the University of Hohenheim or another professor, junior professor, or privatdozent primarily employed by the faculty of the University of Hohenheim that is responsible for the doctorate. This member may be proposed by the candidate;
- c) the chairperson is a member of the doctoral committee;
- d) no more than two members may belong to the same institute of the University of Hohenheim, but not to the same department.

2. at least three members in the **Faculty of Natural Sciences** who

- a) must each belong to the group of professors, junior professors, or privatdozents;
- b) of these, at least one member must be a professor at a German university with the right to award doctorates and at least one member must be primarily employed by the faculty awarding the doctorate;
- c) the first supervisor of a doctoral project should also be a member of the examination board;
- d) the chairperson of the examination board must be primarily employed by the Faculty of Natural Sciences;
- e) the members of the examination board must not belong to the same department of one and the same institution or one and the same university.

3. at least three members in the **Faculty of Business, Economics and Social Sciences**, including:

- a) at least two reviewers according to § 8; if one reviewer is unable to attend, a deputy shall be appointed;
- b) at least one additional professor primarily employed at the University of Hohenheim or another professor, junior professor, or privatdozent primarily employed by the faculty of the University of Hohenheim that is responsible for the doctorate as the chairperson of the examination board. This member may be proposed by the candidate;
- c) no more than two members may belong to the same institute of the University of Hohenheim, but not to the same department.

(3) There is no legal entitlement to be assigned to certain examiners.

Part 2: Admission

§ 10 General admission requirements

(1) The prerequisite for admission to a doctorate at the University of Hohenheim is the degree obtained within the area of validity of the German Basic Law

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1. of a Master's program,
 2. of a degree program at a university, college of education, or university of arts within the area of validity of the Basic Law (Diplom, Staatsexamen, Magister) with a standard period of study of at least four years, or
 3. a continuing degree program building on a basic studies degree program at a university, college of education, or another university with the right to award doctorates.
- (2) Additional admission requirements include:
1. The degree must be above average. The applicant must demonstrate that the degree was above average by a final grade of 2.5 ("good") or better.
 2. The degree must be subject-specific. This means that the applicant must show proof of
 - a) a degree with an agricultural focus for the **Faculty of Agricultural Sciences**;
 - b) a degree with a natural or engineering focus for the **Faculty of Natural Sciences**;
 - c) a degree with a social, business, or economics focus for the **Faculty of Business, Economics and Social Sciences**.
- (3) Applicants whose degree does not meet the further admission requirements according to subsection 2 may be admitted to the doctorate as an exception if they show proof of a comparable qualification in another way. The doctoral committee may attach additional conditions or requirements to the admission, usually in the form of individual supplementary courses or requiring an aptitude test.
- (4) Applicants must demonstrate at least good language skills in the language of the dissertation. The form of proof is determined by the doctoral committee.
- (5) The doctoral committee determines doctoral eligibility on a case-by-case basis and, in order to maintain high academic quality, has the right in particular to attach additional conditions or requirements to the admission of applicants.

§ 11 Applicants with a foreign university degree

- (1) Foreign university degrees require recognition of equivalence to the required German university degrees by the doctoral committee.
- (2) The suggestions of the Central Office for Foreign Education (ZAB) at the Office of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany are taken into account when deciding on the recognition of foreign university degrees.
- (3) The doctoral committee may attach additional conditions or requirements to recognition of equivalency, usually in the form of individual supplementary courses or requiring an aptitude test.

§ 12 Particularly qualified graduates of a diploma program at a university of applied sciences or a university of cooperative education

Particularly qualified graduates of a diploma program at a university of applied sciences or a university of cooperative education can be accepted as doctoral candidates by the doctoral committee. The requirement is that they have a degree in the subject according

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to § 10(2) no. 2 with an overall grade of at least 1.5 or better and proof of academic aptitude in the intended department through an aptitude test designed as follows:

1. Applicants submit an application for starting an aptitude test to the faculty awarding the doctorate in good time before applying for acceptance in accordance with § 14.
2. The doctoral committee determines the coursework and examinations to be taken as proof of academic aptitude as part of the aptitude test, taking into account the completed studies and the intended dissertation topic, and determines the duration of the procedure, which should not exceed 18 months.
3. Admission shall be denied if the applicant has failed a doctoral aptitude test or an equivalent examination at a university or equivalent institution of higher education.
4. The aptitude test is considered to have been passed if all coursework and examinations have been successfully completed.
5. The doctoral committee determines whether the aptitude test has been successfully completed and issues a written notification of the result to the applicant.

§ 13 Particularly qualified graduates of Bachelor's degree programs

(1) At the Faculties of **Agricultural Sciences** and **Business, Economics and Social Sciences**, particularly qualified graduates of Bachelor's programs may be admitted to the doctorate by the doctoral committee under the following conditions:

1. The doctoral committee may accept as doctoral candidates particularly qualified graduates of subject-specific Bachelor's degree programs according to § 10(2) no. 2 with a standard period of study of at least 6 semesters ("fast track"). The prerequisite for this is an overall grade of at least 1.5 and written proof of endorsement of admission by two professors, junior professors, or privatdozents primarily employed by the faculty awarding the doctorate. To meet the requirements for a doctorate, applicants first go through the following one-year orientation phase:
 - a) Applicants submit an application for starting an orientation phase to the faculty awarding the doctorate in good time before applying for acceptance in accordance with § 14.
 - b) The doctoral committee determines the coursework and examinations to be taken (at least 2 and a maximum of 6 elements with 6 ECTS each) as proof of academic aptitude as part of the aptitude test, taking into account the completed studies and the intended dissertation topic.
 - c) Participation shall be denied if the applicant has already passed through an orientation phase or similar phase without success.
 - d) The orientation phase is considered to have been successfully completed if all required coursework and examinations have each been assessed with a grade of 1.5 or better.
 - e) The doctoral committee determines whether the orientation phase has been successfully completed within the time limit and issues a written notification of the result to the applicant.
 - f) If the orientation phase is not successfully completed by the deadline, admission to the doctorate and acceptance as a doctoral candidate will not be granted, unless the applicant is not responsible for the reason for missing the deadline.

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Coursework and examinations completed during the orientation phase can be credited in the Master's program according to § 35 State Higher Education Act (LHG).

2. In exceptional cases, the doctoral committee may waive the one-year orientation phase and admit the applicant directly to the doctorate if the applicant has successfully completed an eight-semester Bachelor's program with above-average grades (overall grade 1.5 or better).
 3. For applicants whose degree is not subject-specific in accordance with § 10(2) number 2, § 10(1) numbers 1 and 2 shall apply accordingly.
- (2) At the Faculty of **Natural Sciences**, particularly qualified graduates of Bachelor's programs may be admitted to the doctorate by the doctoral committee under the following conditions:
1. The doctoral committee may accept as doctoral candidates particularly qualified graduates of subject-specific Bachelor's degree programs with a standard period of study of at least 6 semesters ("fast track").
 2. The particular qualification can be proven by a Bachelor's degree completed with an overall grade of 1.5 or better and a brief review from an external expert colleague.
 3. Graduates first apply for a Master's degree in a degree program at the Faculty of Natural Sciences and – once admitted – initially study for one year in the regular Master's program. After this year and the successful completion of all the modules scheduled for the first academic year according to the curriculum (at least 60 credits), an application for acceptance as a doctoral candidate can be submitted according to § 14 of these regulations. If the applicant is admitted, admission to the doctoral study program is automatic. If, contrary to expectations, the doctorate cannot be successfully completed, the candidate may continue the Master's program in the regular manner. Coursework and examinations completed during of the doctoral studies can be credited in the Master's program according to § 35 State Higher Education Act (LHG).

§ 14 Acceptance as a doctoral candidate

- (1) Applicants who meet the admission requirements and intend to write a dissertation should apply in writing to the faculty supervising the doctorate for admission to the doctorate and thus acceptance as a doctoral candidate at the beginning of work on the dissertation.
- (2) The completed and signed application form must be submitted to the Graduate Academy together with the application documents listed in subsection 3. All required documents can be sent to the Graduate Academy in digital form as one pdf document. The application form and application documents must be submitted in paper form to the Graduate Academy at the latest when the dissertation is submitted. Submitting an application does not represent a legal claim to acceptance as a doctoral candidate.
- (3) The application must include the following documents:
 1. Evidence that the requirements of Part 2 have been met,
 2. Information about the subject of the intended dissertation, name of the supervisor / names of the supervisors,
 3. A binding commitment of supervision by the supervisor(s), which must be documented by a doctoral agreement according to § 5(7),

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4. A statement of previous or current doctorate applications; this should indicate when, with which subject, and to which faculty the doctorate was applied for; if applicable, the reason why the procedure was not completed and, if applicable, proof of any doctorate already awarded,
5. A current curriculum vitae in table form with a description of the academic and professional career,
6. A statement as to whether the dissertation work is to be done in German or English, or an application if the dissertation work is to be done in another foreign language and, if applicable, proof of at least good language skills in the language of the dissertation.
7. A declaration that the applicant is familiar with these doctoral regulations and the Guidelines for Ensuring Scientific Integrity and Good Scientific Practices at the University of Hohenheim in the currently valid version and has taken them into account.

The documents must be submitted as originals or as officially certified copies.

- (4) If the topic of the intended dissertation changes in the course of the doctoral project, an informal application with justification must be submitted via the Graduate Academy. The doctoral committee decides whether the change can be approved in the current procedure or whether a new application for acceptance must be submitted.

§ 15 Decision on acceptance as doctoral candidate

- (1) The doctoral committee decides on the application.
- (2) The admission to the doctoral program and acceptance as a doctoral candidate are to be rejected if:
 1. The applicant does not meet the admission requirements according to Part 2;
 2. The application according to § 14 is incomplete;
 3. The dissertation topic envisaged does not fit in with the research orientation of the faculties or a sufficient number of members are not able to supervise and evaluate the dissertation topic from an expert point of view;
 4. The dissertation topic in question is not appropriate for a doctorate or is not appropriate to the applicant's previous education;
 5. The applicant is already in a doctoral examination process with the intended topic or has definitively failed a doctoral examination for the intended doctoral degree.
- (3) The admission to the doctoral program and acceptance as a doctoral candidate can be linked to conditions related to the subject requirements.
- (4) With the decision on acceptance, the doctoral committee appoints the supervisor or supervisors according to § 5 and the mentor group according to § 6.
- (5) Acceptance of a doctoral candidate expresses the fundamental willingness of the faculty supervising the doctorate to evaluate a dissertation on the intended topic as an academic work. Acceptance does not constitute a legal claim to open the doctoral proceedings.
- (6) The doctoral committee's decision must be communicated to the doctoral candidates in writing without delay; in the event of rejection, the decision must be justified in writing and accompanied by instructions on how to appeal.

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- (7) On the basis of the acceptance, the Graduate Academy carries out the enrollment under the conditions of § 38(5) in conjunction with § 60(1) sentence 1 b State Higher Education Act (LHG). A declaration in accordance with § 38(5) sentence 1, half-sentence 2 of the State Higher Education Act (LHG) must also be submitted via the Graduate Academy.

§ 16 Maximum duration of the doctorate; revocation of acceptance

- (1) The duration of the doctorate may not exceed six years.
 1. Pursuant to § 187 of the German Civil Code (BGB), the period shall commence on the day following the notification of the decision on acceptance.
 2. In justified cases, the doctoral committee may extend the deadline at the request of the doctoral candidate. The application must be submitted in due time before the deadline. The application must be accompanied by a statement of the doctoral candidate's reasons and a statement of the supervisor.
 3. Once the maximum duration for the doctorate has expired, the candidate's admission to the doctoral program and their acceptance as a doctoral candidate are revoked unless the doctoral examination process has already been opened or the doctoral candidate is not responsible for missing the deadline. The application must be accompanied by a statement of the doctoral candidate's reasons and a statement of the supervisor.
 4. The doctoral candidate may reapply in accordance with § 14. For admission to the doctoral program, they must fulfill the requirements according to the version of the doctoral regulations valid at the time of the renewed application.
 5. If a condition pursuant to § 15(3) is not fulfilled, admission to the doctoral program and acceptance as a doctoral candidate are revoked.
- (2) Acceptance as a doctoral candidate may be revoked in particular if:
 1. The doctoral candidate has not fulfilled requirements according to § 15(3) by the set deadline;
 2. reasons subsequently arise for refusing acceptance as a doctoral candidate;
 3. there is no chance that the dissertation can be successfully completed within a reasonable time, or
 4. the doctoral candidate has seriously violated the obligations they agreed to in the doctoral agreement.

Acceptance as a doctoral candidate shall only be revoked if an ombudsman procedure has been carried out unsuccessfully beforehand.

Part 3: Examination

§ 17 Dissertation

- (1) The dissertation must be taken from departments which are represented in research and teaching at the University of Hohenheim. The dissertation must make a contribution to the advancement of science and demonstrate the doctoral candidate's ability to do in-depth academic work, and the doctoral candidate must produce this work independently. At the Faculty of Natural Sciences, the doctoral work must typically be based on experiments.

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- (2) The dissertation is usually to be written in German or English. The doctoral committee may allow the dissertation to be written in another foreign language if the doctoral candidate submits a justified request and the supervisor submits a statement. If the dissertation is written in another foreign language, the short summary according to § 18(3) no. 3 must be added in English or German.
- (3) The dissertation is typically to be completed at the University of Hohenheim faculty responsible for the doctorate. Upon reasoned application by the doctoral candidates and a statement by the supervisor, the doctoral committee may allow the dissertation to be written outside the University of Hohenheim if at least one supervisor belongs to the faculty responsible for the doctorate in accordance with § 5.
- (4) The dissertation may be submitted as a single work (monograph) or as a cumulative dissertation in accordance with the following subsections. In the case of prior publications, the doctoral candidates are responsible for ensuring that contractual agreements regarding copyright do not prevent publication in the doctoral examination process. No part of the dissertation may be the subject of a university, state, or ecclesiastical examination or of any other doctoral examination process, current or completed, of the doctoral candidates.
- (5) The prerequisite for a cumulative dissertation is that the content of the individual scientific articles is connected and that they are developed under a common scientific question, which is to be presented conclusively by the overall conception, in the introduction and especially in a concluding, cross-article discussion.
- (6) If parts of the dissertation are written with co-authors or if a dissertation is based on studies carried out as part of a joint research project, then the individual performance of the doctoral candidate must be clearly distinguishable and assessable. The doctoral candidates must include a statement written by them about their contribution to the dissertation, which, as far as possible, must be confirmed in writing by all co-authors.
- (7) For a cumulative dissertation, the following also applies:
 1. in the **Faculty of Agricultural Sciences**, it must include at least three professional articles that have been published or submitted to peer-reviewed journals. At least one of these articles must have the status “accepted for publication.” Additional scientific articles may be included, provided that at least the submission is proven and the article has not already been rejected. The doctoral candidate must be listed as first author of at least two of the articles.
 2. in the **Faculty of Natural Sciences**, there must be at least two publications in which the doctoral candidates are named as first author in peer-reviewed journals. For scientific articles whose publication is imminent, the publisher’s declaration of acceptance must be submitted.
 3. in the **Faculty of Business, Economics and Social Sciences**, three academic articles are usually included. The academic articles may already be published or submitted for publication. For at least one article, the doctoral candidates must be the sole author. Alternatively, the doctoral candidates must have demonstrably been the lead author on at least one peer-reviewed article; such a peer-reviewed article must have been published or accepted for publication in a peer-reviewed journal or as a peer-reviewed conference contribution.
- (8) The dissertation must include a title page according to Annex 2, a table of contents, an abstract, and a detailed list of sources and literature used.

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§ 18 Application to open the doctoral examination process

- (1) Doctoral candidates who continue to fulfill the admission requirements according to Part 2 and have completed a dissertation can request in writing from the faculty responsible for the doctorate that the doctoral examination process (review of the dissertation and oral examination) be opened.
- (2) The completed and signed application form must be submitted to the University of Hohenheim's Graduate Academy together with the application documents listed in subsection 3. All required documents can be sent to the Graduate Academy in digital form as one pdf document. The application form and application documents listed in subsection 3 must be submitted in paper form to the Graduate Academy at the latest before the process according to § 20(1) is continued.
- (3) The application must include the following documents:
 1. The notice on acceptance as doctoral candidate according to § 14;
 2. A current curriculum vitae in table form with a description of the academic and professional career;
 3. Electronic version of the dissertation in a common file format (e.g., PDF) as well as a printed and bound copy of the dissertation and in each case a short summary of the problem and results of the dissertation of approximately two DIN A4 pages approved by the supervisor;
 4. A declaration of conformity of the electronic version with the original dissertation according to Annex 5;
 5. An affidavit must be included according to Annex 3 of the doctoral degree regulations;
 6. A copy, signed by the doctoral candidate, of the instruction on the meaning and the penal consequences of the affidavit according to Annex 4 of these doctoral regulations;
 7. An assurance that no application for the opening of a doctoral examination process has been submitted previously or simultaneously with the submission of the dissertation submitted here;
 8. A statement of previous or current doctorate applications; this should indicate when, with which subject, and to which faculty the doctorate was applied for; if applicable, the reason why the procedure was not completed and, if applicable, proof of any doctorate already awarded;
 9. A declaration that the doctoral candidate has adhered to the the Guidelines for Ensuring Scientific Integrity and Good Scientific Practices at the University of Hohenheim in the currently valid version;
 10. A letter of agreement to review the dissertation using electronic data processing programs for compliance with general scientific standards;
 11. If applicable, proof of compliance with conditions and requirements pursuant to Part 2;
 12. In case the doctoral candidate participated in a doctoral study program or in a structured doctoral program, evidence of the coursework and examinations completed;
 13. A list of suggestions for the make-up of the examination board;
- (4) The application can be withdrawn by written declaration to be submitted to the Graduate Academy until the first review is available to the doctoral committee.

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- (5) If the application for the opening of the doctoral examination process does not meet the requirements according to subsections 1 to 3, it must be rejected. The application may be rejected if there are facts which, according to state law, would prevent the award of the doctoral degree or justify the withdrawal of an academic degree.
- (6) The doctoral committee decides on the opening of the doctoral examination process. The doctoral committee's decision must be communicated to the doctoral candidates in writing without delay; in the event of rejection, the decision must be justified in writing and accompanied by instructions on how to appeal.

§ 19 Reviewing the dissertation

- (1) Once the doctoral examination process has been opened, the doctoral committee appoints at least two reviewers and arranges for the review, at the latest at the next meeting of the doctoral committee following the submission of the dissertation.
- (2) The dissertation will be made available to the reviewers immediately in digital form by the Graduate Academy. The Graduate Academy informs the doctoral candidate and the reviewers about the request for the reviews, submission of the dissertation, and the deadlines started with it.
- (3) The reviewers are obliged to submit a written, justified review in German or English within a maximum of three months, in the Faculty of Natural Sciences within a maximum of four weeks after receipt of the dissertation. An extension of this deadline is possible in justified exceptional cases with the approval of the doctoral committee. If the deadline is unreasonably exceeded, the doctoral committee may assign another reviewer.
- (4) Each reviewer submits their review in written and electronic form to the Graduate Academy, requests that the dissertation be accepted or rejected, and proposes one of the grades listed in § 23.
- (5) If the reviewing persons evaluate the dissertation with "0 = excellent," at least one of the reviewers, but not all reviewers, requests that the work be rejected, or if there is a discrepancy of more than one whole grade between the evaluations of the reviewers, the doctoral committee may appoint an additional reviewer. The implementation provisions from the faculties provide further details. The dissertation is submitted to the additional reviewer by the Graduate Academy without delay; subsection 3 shall apply accordingly.
- (6) If both reviewers recommend that the work be rejected, the process ends. The doctoral candidate will receive a written notification of rejection from the doctoral committee, stating the reasons for the rejection and including instructions on how to appeal.
- (7) If all reviewers recommend acceptance of the work, the process is continued.

§ 20 Continuation of the process

- (1) If the process is continued after the evaluation of the dissertation, the Graduate Academy, on behalf of the chairperson of the doctoral committee, immediately notifies all professors, junior professors, and privatdozents primarily employed at the faculty of the continuation of the process by email, enclosing the summary and the evaluations.
- (2) The groups of persons noted in subsection 1 may inspect the complete dissertation at the Graduate Academy within a period of two weeks and may file an objection against the

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acceptance of the dissertation in the form of a dissenting opinion. The work is made available electronically in a suitable form for this purpose.

- (3) Immediately after the deadline has expired, the chairperson of the doctoral committee shall determine whether the dissertation has been accepted. If no dissenting opinions have been submitted, the grade for the dissertation shall be determined in accordance with § 23. If dissenting opinions have been submitted, the doctoral committee decides on the further procedure.
- (4) With the decision on acceptance, the doctoral committee appoints the examination board according to § 9 and sets the date of the oral examination. The oral doctoral examination should be held no earlier than two and no longer than 12 weeks after the completion of the process described in subsections 1 and 2.
- (5) The date, place, and names of the members of the examination board will be announced by the Graduate Academy to the doctoral candidate, the supervisors and reviewers, and all other university members.

§ 21 Oral doctoral examination

- (1) During the oral doctoral examination, the doctoral candidates present and defend the results of their dissertation.
- (2) The oral doctoral examination consists of:
 - a) A public presentation by the doctoral candidate in which they present their dissertation work and which should last about half an hour.
 - b) An examination discussion between the doctoral candidate and the members of the examination board lasting about half an hour. In the **Faculty of Natural Sciences**, other people are not permitted to sit in on the examination discussion. In the **Faculty of Agricultural Sciences** and the **Faculty of Business, Economics and Social Sciences**, the examination discussion is open to the public.
 - c) A discussion of approximately 15 minutes duration, which is not evaluated and in which, in addition to the doctoral candidate and the examination board, any observers may also participate. In the **Faculty of Natural Sciences** and the **Faculty of Business, Economics and Social Sciences**, this discussion may be omitted in agreement between the examination board and the doctoral candidate.
- (3) Upon request of the doctoral candidate or one of the members of the examination board, the doctoral committee may, for an important reason (in particular health protection, disproportionate travel expenses), approve an oral examination by video conference after hearing the examination board. The oral doctoral examination is usually to be conducted in German or English. The doctoral committee may permit the examination to be conducted in another foreign language if the doctoral candidate submits a justified request and in agreement with the examination board.
- (4) Minutes shall be taken of the main subjects and results of the oral doctoral examination.
- (5) The oral doctoral examination is led by the chairperson of the examination board. The chairperson of the examination board shall maintain order and has the authority to ensure that university rules are upheld.
- (6) The examination is open to the public subject to available room capacity and the number of observers may be limited by the chairperson of the examination board. At the request

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of the doctoral candidate or third parties, the doctoral committee may exclude observers for good cause. However, no one may sit in on the consultation and notification of the examination results to the candidate.

- (7) The examination board evaluates the oral doctoral examination with an individual grade according to § 23. The oral doctoral examination is passed if it has been evaluated with a grade of 3.0 or better.
- (8) If the oral doctoral examination is not passed, the doctoral candidates will receive a written decision from the doctoral committee, which must be justified and accompanied by instructions on how to appeal.

§ 22 Repeating doctoral examinations

- (1) Passed doctoral examinations may not be retaken.
- (2) Those who do not pass the oral examination may be admitted for a retake upon application to the doctoral committee at the earliest two months and at the latest 12 months since the oral examination that was failed. The oral examination may only be retaken once.
- (3) The entire doctoral examination process is ended without success if an application for a repeated oral examination is not submitted within 12 months or if the second attempt at the oral examination is not passed or is deemed to have been failed even at the repeat date; this does not apply if the doctoral candidate is not responsible for the failure to meet the deadline.

§ 23 Assessment

- (1) The following individual grades are possible for the evaluation of the dissertation and the oral doctoral performance:
 - 1.0 = very good
 - 2.0 = good
 - 3.0 = satisfactory
 - 4.0 = failed
- (2) Intermediate grades of 1.5 and 2.5 are permissible.
- (3) In case of a particularly outstanding performance in the dissertation and the oral examination, the grade "0 = excellent" is also possible.
- (4) The final grade for the dissertation is the arithmetic mean of the individual grades of all reviewers. Exactly one decimal place after the decimal point is included in the calculation; all other places are deleted without rounding.
- (5) The overall grade is the weighted average of the grade for the dissertation and the grade for the oral doctoral examination, with the grade for the dissertation being weighted doubly and the grade for the oral doctoral examination being weighted singly. Exactly one decimal place after the decimal point is included in the calculation; all other places are deleted without rounding.

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(6) The overall grade is determined with a distinction according to the following list (overall result):

0 = summa cum laude

0.1 to 1.5 = magna cum laude

1.6 to 2.5 = cum laude

2.6 to 3.0 = rite

§ 24 Overall result

- (1) If the oral examination is passed, the examination board determines the overall result of the doctorate according to § 23.
- (2) The doctoral candidate cannot be awarded a doctorate if the oral doctoral examination was not passed.
- (3) The examination board shall notify the doctoral candidate of the overall result in writing without delay and issue them with a provisional certificate of completion of the doctoral examination process.

Part 4: Completion of the doctorate

§ 25 Publishing the dissertation

- (1) The doctoral candidate is responsible for publishing the dissertation. Before going to press, the doctoral candidates must submit a written statement to the Graduate Academy stating whether and, if so, to what extent the version to be published differs from the reviewed version of the dissertation. Deviations require the approval of a reviewer, usually the first reviewer. If the deviations are not substantial, approval shall be granted.
- (2) The publication can be made by
 1. distribution via the publishing book trade with abbreviation "D100" (as the indication for a Hohenheim dissertation) and ISBN by a commercial publisher and the delivery of three obligatory copies to the University of Hohenheim's KIM or
 2. submission of an electronic version and three obligatory paper copies in book or photo print to the University of Hohenheim's KIM (100% identical to the electronic version). The version published on the publication server of the University of Hohenheim is to be made available as one complete file in digital form.
- (3) The deposit copies to be delivered must be printed on non-aging wood-free and acid-free paper and must be permanently bound. In the cases mentioned in subsection 2 no. 2 and subsection 6 no. 2, the date of the oral examination and the names of the Dean and the reviewers are to be indicated after the title page.
- (4) In the cases mentioned in subsection 2 no. 2 and subsection 6 no. 2, the doctoral candidate shall transfer to the University the right, within the framework of the statutory tasks of KIM, to store this form of the dissertation electronically and to make it publicly accessible in data networks.
- (5) The dissertation must be published within one year of completing the oral examination. Within this period, the deposit copies mentioned in subsection 2 must also be delivered free of charge to the University of Hohenheim's KIM. The chairperson of the relevant

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doctoral committee may extend the deadline upon request. If the deadline is exceeded, all rights acquired through the doctoral examination process shall expire, unless the doctoral candidate is not responsible for exceeding the deadline.

- (6) When publishing a cumulative dissertation, the copyrights of the publishers must be observed; if necessary, publishers' permission must be obtained for the secondary publication of each individual article. Different regulations must be observed, especially with regard to different article versions (pre-print, post-print, publisher PDF). The copyright situation must be clarified before the deposit copies are submitted to the University of Hohenheim's KIM; the publishers' declarations of consent must be submitted. If there is no publisher's permission for secondary publication of the article(s), an abstract with the complete bibliographic information (title of the journal, volume, year, issue number, page number, reference to the publisher's homepage) may be published instead of the article(s) in question. In this case, the abstract published in the dissertation must not be identical in wording to the publisher's abstract used in the original publication. The scientific community is thus sufficiently informed about the nature and scope of the doctorate. In addition, the following must be noted:
1. If the cumulative dissertation is distributed via the publishing book trade with abbreviation "D100" and an ISBN by a commercial publisher, three copies must be delivered to the University of Hohenheim's KIM. The consent forms of the publisher or publishers for the secondary publication of each article as well as the complete bibliographic information (title of the journal, volume, year, issue number, page number, reference to the publisher's homepage) must be printed in the dissertation.
 2. If the dissertation is published as an electronic publication on the publication server of the University of Hohenheim, three copies of the published electronic version in paper form in book or photo print have to be delivered to the University of Hohenheim's KIM (100% identical to the electronic version). The version published on the publication server is to be made available as one complete file in digital form. Electronic secondary publication of individual articles is also subject to publisher approval. Full bibliographic details (journal title, volume, year, issue number, page number, reference to the publisher's homepage) must be included in the dissertation.
- (7) In justified individual cases, in the case of a delivery according to subsection 1, subsection 2 no. 2 and subsections 3 to 6, the doctoral committee may also consider the obligations according to subsections 1 to 6 as fulfilled upon written, justified request of the doctoral candidate if the dissertation can only be made accessible to the public with a time delay due to a non-disclosure notice because of a patent application procedure or because of an embargo period for an existing publication or because of an ongoing review procedure at a high-ranking scientific journal. The non-disclosure notice applies to the electronic version and the paper version of the dissertation. The metadata (bibliographic information) of the dissertation can be published directly by the University of Hohenheim's KIM despite the non-disclosure notice.

The non-disclosure notice does not prevent the doctoral degree certificate from being issued. For this, the doctoral candidate must have completely fulfilled the respective submission requirements and it must be possible for the University of Hohenheim's KIM to publish the dissertation without any further action on the part of the doctoral candidate.

The form provided by the Graduate Academy must be used for the request. A hold will be placed if the first supervisor approves the request and the doctoral committee approves the request.

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A non-disclosure notice may be requested for a period of up to two years, renewable once for a further year, but not exceeding a total period of three years. If a hold period is approved for the first time, it shall end two years after the submission of the obligatory paper copies to KIM in accordance with § 25(2) number 2. When a hold period is extended, the extension ends one year after the end of the first hold period. An application for the extension of a non-disclosure notice must be submitted to the responsible doctoral committee via the Graduate Academy at least three months before it expires.

An approved non-disclosure notice can be lifted by the doctoral candidate sending an informal request to KIM. Thus, at the doctoral candidate's request, the dissertation may be published before the expiration of a hold period if the reason for the hold has ceased to exist.

§ 26 Certificate and use of the doctorate title

- (1) Upon proof of publication, the faculty awarding the doctorate will issue a certificate. This contains the degree obtained, the overall result, the title of the dissertation and, if applicable, a reference to the language if all doctoral work was performed in another language.
- (2) The certificate is issued in German; an English translation is attached. Upon request, the certificate may also be issued in English; in this case, a German translation will be attached.
- (3) The date of the doctorate should be the date of the last examination (oral doctoral examination). The certificate is signed by the President of the University of Hohenheim and the responsible Dean and bears the seal of the University of Hohenheim.
- (4) The doctoral candidate is not entitled to use the doctoral title until the certificate has been issued.

Part 5: Other types of doctoral processes

§ 27 Honorary doctorate

- (1) In recognition of particular scientific achievements in the teaching and research areas represented at the University of Hohenheim
 1. in the **Faculty of Agricultural Sciences** the academic degree of Honorary Doctor of Agricultural Sciences (Dr. sc. agr. honoris causa),
 2. in the **Faculty of Natural Sciences** the academic degree of Honorary Doctor of Natural Sciences (Dr. rer.nat. honoris causa),
 3. in the **Faculty of Business, Economics and Social Sciences**, the academic degrees Honorary Doctor of Economics (Dr. oec. honoris causa) or Honorary Doctor of Social Sciences (Dr. rer. soc. honoris causa)can be awarded. Honorary doctorates cannot be awarded to members and affiliates of the University, with the exception of honorary senators of the University of Hohenheim.
- (2) A request to this effect must be submitted to the Dean by at least five professors. The request is circulated to all with reasons. The Faculty Council make a decision on the request in consultation with the Senate.

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- (3) The honorary doctorate is awarded by the Dean by handing over the certificate issued for this purpose, in which the special services of the honored person to science are to be presented. The certificate is signed by the President of the University of Hohenheim and the responsible Dean and bears the seal of the University of Hohenheim.

§ 28 Doctoral examination processes with other universities

- (1) The implementation of joint doctoral examination processes with one or more other universities in Germany or abroad with the right to award doctorates is based on a cooperation agreement between the University of Hohenheim and the partner university.
- (2) The cooperation agreement shall regulate in particular:
 1. The academic supervision of the doctoral candidate;
 2. Which of the participating universities is in charge of the doctoral examination process;
 3. The minimum scope of the research stays at the partner universities;
 4. The examination modalities including the language to be used, the composition of the examination board, and the grading system to be applied;
 5. The modalities of awarding the doctoral degree;
 6. The obligation to publish the dissertation and to hand in the deposit copies as well as
 7. Who shall assume the travel expenses.
- (3) Agreements made by the University of Hohenheim with the partner university may deviate from the provisions of these doctoral regulations. The provisions of these doctoral regulations apply in addition and in cases of doubt, unless special agreements have been made.
- (4) The prerequisite for carrying out the joint doctoral examination process is admission to the doctorate and acceptance as a doctoral candidate at the University of Hohenheim.
- (5) The doctoral candidates are supervised by a professor primarily employed by the University of Hohenheim, a junior professor, or a privatdozent of the faculty responsible for the doctorate and a representative of the partner university who fulfills the requirements according to § 5(4). The details of the joint supervision are specified in the agreement.
- (6) Subject to the conditions below, the regulations of the university at which the doctoral examination process is conducted apply, in particular in regard to the review and evaluation of the dissertation, the procedure for and evaluation of the oral examination, the repetition of the examination, the publication, and the determination of the overall result:
 1. If the doctoral examination process is conducted at the partner university, it must be ensured that at least one professor, junior professor, or privatdozent primarily employed by the University of Hohenheim faculty responsible for the doctorate is involved in the doctoral examination process at the other university.
 2. If the doctoral examination process is carried out at the University of Hohenheim, at least one representative of the partner university is appointed as a reviewer and examiner who fulfills the requirements according to § 5.

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- (7) After successful completion of the doctoral examination process in joint supervision with another university, a joint doctoral degree certificate signed by both universities is issued, indicating that it is a doctoral degree jointly awarded by the participating universities for academic work. The right to use only one doctoral degree is acquired.

Part 6: Specific provisions

§ 29 Failure to appear, withdrawing, problems with the process

- (1) The oral examination is deemed to have been failed if the doctoral candidate fails to appear at an examination date without good reason (failure to appear), or withdraws after the start of the oral examination without good reason (withdrawal).
- (2) The reasons asserted for the failure to appear or withdrawal must be reported to the doctoral committee in writing without delay and must be made credible. In the case of a failure to appear, this usually means before the start of the examination at the latest; in the case of a withdrawal, it means in any case before the end of the oral examination (with a note in the examination minutes). In case of illness, a medical certificate and, in cases of doubt, a certificate from a physician appointed by the doctoral committee must be submitted. The medical certificate must be obtained without delay, typically no later than the day of the examination, and must contain the medical findings relevant to the inability to take an exam.
- (3) The doctoral committee decides on the recognition of the reasons and the approval of the withdrawal. If the withdrawal is approved, a new examination date will be set. If the withdrawal is not approved, the oral examination is considered to have been failed.
- (4) The students must notify the examiners immediately of problems with the examination procedure, external disturbances, and other interruptions in the examination.

§ 30 Periods of protection

- (1) Periods of protection in accordance with § 3 (1) and (2) of the Act on the Protection of Mothers at Work, in Training and at University (Maternity Protection Act - MuSchG) in the version published on 23 May 2017 (BGBl. I p. 1228) shall be taken into account in the version applicable at the time. The required supporting documentation must be submitted to the Graduate Academy. The maternity protection periods interrupt any deadlines in these doctoral regulations.
- (2) Likewise, the periods of parental leave in accordance with § 15(1) to (3) of the Federal Parental Allowance and Parental Leave Act (Bundeselterngeld- und Elternzeitgesetz, BEEG) in the currently valid version must be taken into account upon request. Such child-raising periods within the meaning of the BEEG and the associated possible extensions of the time limit can be granted for up to three years upon request. As a rule, the request must be submitted to the doctoral committee no later than six months prior to the expiration of the deadline according to § 16(1) sentence 1. Suitable evidence, in particular the birth certificate, must be provided. If necessary, the doctoral committee shall notify the doctoral candidates of the newly set examination deadlines or other deadlines.
- (3) The use of the protective provisions for the care of a close relative within the meaning of § 7(3) of the Home Care Leave Act (Pflegezeitgesetz, PflegeZG) of May 28, 2008 (BGBl. I p. 874, 896), as amended, who is in need of care within the meaning of §§ 14 and 15 of

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the Eleventh Book of the German Social Security Code (SGB XI) of May 26, 1994 (BGBl. I p. 1014, 1015), as amended, is to be made possible.

§ 31 Allowance for student disadvantages

- (1) Upon request, doctoral candidates with disabilities or chronic illnesses that make it difficult for them to complete their doctoral work shall be granted an appropriate allowance for student disadvantages by the doctoral committee. The doctoral committee will determine the compensatory measure according to the severity and nature of the documented disability or illness. As a compensatory measure, examination deadlines in particular may be extended appropriately; in addition or instead, appropriate compensation may also be granted in another form.
- (2) The application for allowance for student disadvantages must be submitted at the latest with the application for the opening of the doctoral examination process. Proof of the disability or illness must be provided in the form of a medical certificate containing the medical facts necessary for the assessment. The doctoral committee may require, in general or in individual cases, the submission of a certificate from a physician appointed by it.

§ 32 Cheating and breach of regulations

- (1) If, before the doctoral degree certificate is issued, it becomes apparent that the doctoral candidate has deceived about an admission requirement or that essential admission requirements have been erroneously assumed to be met, the admission to the doctorate may be withdrawn and the doctorate declared invalid.
- (2) If, before the doctoral degree certificate is issued, it becomes apparent that the doctoral candidate has cheated on the doctoral work or has been guilty of a breach of the regulations during the examination, the doctoral work may be declared invalid in part or as a whole; in more serious cases, admission to the doctorate may be revoked. In order to determine whether cheating has occurred, the examiner or the doctoral committee may make use of appropriate software or other electronic aids.
- (3) The doctoral candidates must be informed immediately in writing of the decision of the responsible doctoral committee. Reasons must be given for this decisions and information on the right to appeal must be included.

§ 33 Revocation of the doctoral degree

- (1) The revocation of the doctoral degree and the honorary doctorate is governed by § 36(7) of the State Higher Education Act (LHG) and §§ 48, 49 of the State Administrative Procedure Act (LVwVfG).
- (2) In the absence of a responsibility provision therein, the Faculty Council of the faculty awarding the doctorate shall be responsible. The Faculty Council may hand over the procedure to the Committee for Self-Monitoring in Science of the University of Hohenheim for further handling and decision.
- (3) If the requirements for admission to the doctorate were not fulfilled without the applicant intending to deceive about this, and if this fact only becomes known after the doctoral

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degree certificate has been issued, this deficiency is considered to have been remedied by passing the doctoral examination.

- (4) Before a decision on the revocation of the doctoral degree is made, the person concerned shall be given the opportunity to state their case. Reasons must be given in writing for the decision and information on the right to appeal must be included.
- (5) In case of subsequent revocation of the doctoral degree, the doctoral degree certificate already issued shall be withdrawn.

§ 34 Inspection and retention of records

- (1) Within one year after completion of the doctoral examination process, the doctoral candidates must be granted access to the examination documents upon request. The chairperson of the doctoral committee determines the time and place of inspection. § 29 of the State Administrative Procedure Act (Landesverwaltungsverfahrensgesetz, LVwVfG) remains unaffected.
- (2) After successful completion of the doctoral examination process, the examination documents, including the dissertation, are taken into the files of the Graduate Academy.
- (3) If the dissertation is rejected or if the doctoral examination is failed on the final attempt, the dissertation with all reviews remains in the files of the Graduate Academy.
- (4) Examination records must be retained by the Graduate Academy for 10 years. After the retention period has expired, the University Archives must be offered the examination records.

Part 7: Closing provisions

§ 35 Entry into force and transitional provisions

- (1) These doctoral regulations shall enter into force on 1 October 2023. At the same time, the doctoral regulations of 1 February 2019 shall cease to be in force if no other provision is made in the following.
- (2) For doctoral candidates who applied for the opening of the doctoral examination process before these doctoral regulations came into force, the doctoral regulations previously applicable to them shall continue to apply.
- (3) Doctoral candidates who have been admitted and accepted as doctoral candidates at the time of the entry into force of these doctoral regulations may within 6 months after the entry into force of these doctoral regulations, apply in writing to the doctoral committee to continue their doctorate in accordance with the doctoral regulations previously valid for them.

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Annexes:

Annex 1: Doctoral Agreement

Annex 2: Template title page

Annex 3: Affidavit of independent work

Annex 4: Instruction on the meaning and criminal consequences of the affidavit

Annex 5: Declaration of conformity of the digital version of the dissertation and agreement to review with anti-plagiarism software

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Annex 1: Doctoral Agreement

according to § 5(7) of the Doctoral Regulations of the University of Hohenheim for the Faculties of Agricultural, Natural, and Business, Economics and Social Sciences

between

	(doctoral candidate)
	(supervisor)
	(second supervisor, if applicable).

Objective and purpose

The doctoral agreement is intended to make the relationship between doctoral candidates and supervisors transparent in terms of content and time. The planning and implementation of the doctoral project should be arranged independently by agreement between supervisors and doctoral candidates in such a way that the project can be completed with high quality within a reasonable period of time. The schedule should be adapted to the dissertation project and the life situation of the doctoral candidate and be updated continually.

The confirmation of supervision does not replace the application for acceptance as a doctoral candidate at the faculty and does not confer any legal entitlement to a doctorate or to employment at the University of Hohenheim.

Description of the doctoral project

1. Working title of the doctoral project

--

2. The doctoral agreement is based on the following attachments signed by the signatories of the doctoral agreement:
 - a) Outline of the work objectives or research proposal of the doctoral project
 - b) Timeline for the doctoral project
3. If there are valid reasons, the agreed duration of the doctoral project can be extended. This is without prejudice to § 16(1) of the doctoral regulations, according to which the doctorate should be completed within a period of six years.
4. The agreement with its annexes shall be reviewed at least twice a year by the parties involved and may be adjusted in the event of significant deviations. These documents must be attached to the application for the opening of the doctoral examination process.

Conditions for supervision

5. The supervisors and the doctoral candidates discuss the progress of the doctoral project individually on the basis of the annexes to the doctoral agreement at least twice a year. The supervisors provide feedback on the current progress of the work and advise the doctoral candidates. Doctoral candidates may prepare brief minutes of the discussion, which is then signed off by the supervisors.
6. In addition, the doctoral candidates report independently and regularly to their supervisors on the progress of the doctoral project. In particular, planned changes to original agreements must be reported, discussed in the meetings, and subsequently agreed in writing.

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- 7. The supervisors must allow time for participation in further education on good research practice as well as research-related events such as seminars or colloquia for doctoral candidates in order to ensure appropriate supervision conditions. Doctoral candidates should be made aware of other offers such as interdisciplinary and interuniversity events, research conferences, and internal and external offers for academic qualification.
- 8. If the doctoral candidates do not continue with the project, they are obliged to inform the doctoral committee of this in writing.

Academic work and individual education program

- 9. The doctoral candidates undertake to participate in at least one in at least one further education course on good research practice and report on it to the mentor group as part of the interim evaluation (§ 6(3) of the PromO). The doctoral candidates commit themselves to participate in research-related events as well as interdisciplinary and inter-university offers in the research context, insofar as funding is secured. This includes seminars and colloquia for doctoral candidates and other offers such as research conferences and internal and external offers for academic qualification. In addition, doctoral candidates have the opportunity to participate in a doctoral study program or individual courses in the doctoral study program.

If desired by the parties involved, an individual training program may be agreed upon in writing to be attached to the doctoral agreement.

Compliance with the rules of good research practice

- 10. The doctoral candidates and the supervisors undertake to comply with the rules in accordance with the Statutes for Ensuring Scientific Integrity and Good Scientific Practices at the University of Hohenheim, as amended.

Procedure in case of conflict

- 11. In cases of conflict, the parties are to contact the responsible ombudsperson. If the doctorate is terminated due to a conflict, written justifications from both parties involved will be forwarded to the ombudsperson. This is without prejudice to the Statutes for Ensuring Scientific Integrity and Good Scientific Practices at the University of Hohenheim, as amended.

Place, Date	Signature
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Place, Date	Supervisor’s signature
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if applicable, also:

Place, Date	Second supervisor’s signature
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Annex 2: Template title page

according to § 5(7) of the Doctoral Regulations of the University of Hohenheim for the Faculties of Agricultural, Natural, and Business, Economics and Social Sciences

Dissertation title

Dissertation for the degree of Doctor of Agricultural Sciences (Dr. sc. agr.)/ Natural Sciences (Dr. rer. nat.)/ Social Sciences (Dr. rer. soc.)/ Business Administration and Economics (Dr. oec.)(*select as appropriate*)

Faculty of Agricultural Sciences / Natural Sciences / Business, Economics and Social Sciences

University of Hohenheim

Name of the institute of the supervisor and, if applicable, name of the institute / institution of the second supervisor

Submitted by

First name Surname

born in *place of birth*

Year of submission

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Annex 3: Affidavit of independent work

according to § 18(3) sentence 5 of the Doctoral Regulations of the University of Hohenheim for the Faculties of Agricultural, Natural, and Business, Economics and Social Sciences

1. In the case of the submitted dissertation on the subject of

.....

.....

I hereby state that the dissertation is my own independent work.

2. I have used only the sources and aids indicated and have not availed myself of any unauthorized assistance from third parties. In particular, I have made content taken verbatim or in spirit from other works recognizable as such.

3. I have not sought the help of a commercial doctoral placement or consulting service.

4. I am aware of the importance of the affidavit and the criminal consequences of an incorrect or incomplete affidavit.

I confirm the accuracy of the above statements. I declare on oath that I have declared the pure truth to the best of my knowledge and have not concealed anything.

Place, Date

Signature

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Annex 4: Instruction on the meaning and criminal consequences of the affidavit

according to § 18(3) sentence 6 of the Doctoral Regulations of the University of Hohenheim for the Faculties of Agricultural, Natural, and Business, Economics and Social Sciences

The University of Hohenheim requires an affidavit on the independence of the scientific work performed in order to credibly assure that the doctoral candidates have performed the work independently.

Because the legislator attaches particular importance to the affidavit and it can have significant consequences, the legislator has made the submission of a false affidavit a criminal offense. If a false declaration is made intentionally (i.e., knowingly), the person may receive a prison sentence of up to three years or a fine.

A negligent submission (i.e., submission when you should have realized that the declaration does not correspond to the facts) can result in a prison sentence of up to one year or a fine.

The relevant criminal provisions are set out in Section 156 of the Criminal Code (false declaration in lieu of an oath) and Section 161 of the Criminal Code (negligent false oath, negligent false declaration in lieu of an oath).

§ 156 StGB: False declaration in lieu of an oath

Whoever falsely makes a declaration in lieu of an oath before an authority which is competent to administer such declarations or falsely testifies whilst referring to such a declaration incurs a penalty of imprisonment for a term not exceeding three years or a fine.

§ 161 StGB: Negligent false oath; negligent false declaration in lieu of oath

Subsection 1: Whoever commits one of the offences referred to in sections 154 to 156 by negligence incurs a penalty of imprisonment for a term not exceeding one year or a fine.

Subsection 2: No penalty is incurred if the offender corrects the false statement in time. The provisions of section 158 (2) and (3) apply accordingly.

I have taken note of the instruction regarding the affidavit.

Place, Date

Signature

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Annex 5: Declaration of conformity of the digital version of the dissertation and agreement to review with anti-plagiarism software

according to § 18(3) sentence 4 of the Doctoral Regulations of the University of Hohenheim for the Faculties of Agricultural, Natural, and Business, Economics and Social Sciences

I,

_____ (Surname / First name)

born on _____, hereby declare that the unencrypted text document submitted by me with the application for the opening of my doctoral examination process for the dissertation with the topic

corresponds exactly in content and wording to the printed dissertation. I consent to the electronic version being checked for plagiarism by software analysis.

Place, Date

Doctoral candidate's signature