

Faculty of Business Administration Doctoral Degree Regulations

Dated 9 July 2014 as amended 17 May 2017

[...]

Section 1

Definition of doctoral studies, doctoral degree

(1) The Faculty of Business Administration at Universität Hamburg shall have the authority to confer the academic degree *Doktorin* or *Doktor der Wirtschaftswissenschaften* *Doctor rerum oeconomicarum* (abbreviated: *Dr. rer. oec.*).

(2) Doctoral studies evince the capacity for in-depth scientific and scholarly work through independent research activities.

(3) Doctoral work consists of

- creditable work totaling at least 12 ETCS credits as set forth in the Annex to these Doctoral Degree Regulations,
- a written doctoral thesis (dissertation) submitted as a monograph or as multiple individual papers or related essays, and
- the oral defense of the dissertation (disputation).

(4) For special scientific and scholarly achievements the honorary degree *Doktorin* or *Doktor der Wirtschaftswissenschaften ehrenhalber* *Doctor rerum oeconomicarum honoris causa* (abbreviated: *Dr. rer. oec. h. c.*) may be conferred.

(5) The doctoral degree pursuant to subsection 1 above may be conferred to a person once only.

Section 2

Doctoral committee

(1) In order to implement doctoral degree procedures, the Office of the Dean shall establish a doctoral committee for a three-year period. The doctoral committee shall act as an examinations board in accordance with Section 63 subsection 1 HmbHG in conjunction with Section 59 HmbHG possessing the competencies described therein. The doctoral committee shall consist of one approved member of the Faculty eligible to take part in doctoral degree proceedings, one teaching or research Faculty member with a doctoral degree, and four full-time Faculty professors. A proxy may be appointed for each member of the doctoral committee. A successor shall be elected for the remaining tenure if a member should prematurely retire from the committee.

(2) The doctoral committee shall elect a chairperson and vice-chairperson from the group of professors sitting on the committee.

(3) Doctoral committee meetings shall not be open to the public. The doctoral committee must account to the Faculty Council for its actions.

Section 3

Admission requirements

(1) An application for admission to the doctoral degree procedure must be submitted to the doctoral committee before work on the dissertation commences. Generally, the prerequisite for admission to the doctoral degree procedure is the successful completion of a course of study from a university within the purview of [German] constitutional law in a degree program relevant to a doctoral degree in economics by completing or passing, respectively

- a master's degree program encompassing a total of at least 300 ECTS credits including the previously completed undergraduate program,
- a *Magister* in a degree program at a university,
- a *Diplom* in a degree program at a university, or
- the first state examination for a teaching degree for general education or vocational schools,

and achieving an overall grade, respectively, of least "gut (good) (2.50 or better)."

(2) If the applicant has a degree other than those specified in subsection 1 above, then he or she may be admitted to the doctoral degree program if the doctoral committee determines that he or she has acquired the relevant qualifications. The doctoral committee may require such applicants to acquire ECTS credits within a specified period of time in order to meet standard university requirements in accordance with the respective university degree described in subsection 1 or to supplement the skills and knowledge demonstrated by the applicant necessary for the desired doctorate.

(3) At least one university professor from the Faculty of Business Administration must endorse the dissertation project.

(4) An applicant who has not acquired a degree in a German or English-speaking degree program must furnish proof that he or she has sufficient language skills to complete the doctoral degree program.

- Applicants with a degree from a non-German speaking degree program who want to complete a doctoral degree program in the German language must pass a German language proficiency examination for admission to a higher education institution (Deutsche Sprachprüfung für den Hochschulzugang—DSH) or furnish equivalent proof. Any determinations as to equivalency shall be made by the doctoral committee.
- Applicants with a degree from a non-English speaking degree program who want to complete a doctoral degree program in the English language must provide proof of proficiency in the English language to at least the proficiency level C1 of the Common European Framework of Reference for Languages (CEFR) or such other equivalent. Any determinations as to equivalency shall be made by the doctoral committee.
- If the doctoral degree procedure is to be completed in another academic language pursuant to Section 6 subsection 3 herein, then the doctoral committee shall establish appropriate guidelines and requirements for proof of language proficiency.

Section 4
Admission procedure

(1) Applications for admission to the doctoral degree procedure must be submitted in writing to the doctoral committee together with the following documents:

- a) transcripts, diplomas, and proof of qualifications that are necessary pursuant to Section 3 herein,
- b) a tabular curriculum vitae with a summary of pertinent activities and experience related to the proposed doctoral project,
- c) a statement attesting to whether the applicant has previously submitted an application for admission to a doctoral degree program, or whether a doctoral degree program is currently being pursued at another higher educational institution or in another faculty; where applicable provide all details of previous doctoral applications or projects,
- d) the intended dissertation topic,
- e) a written opinion on the doctoral project along with a commitment to supervise the doctoral candidate by a professor from the Faculty of Business Administration. The opinion may contain proposed conditions pursuant to Section 3 subsection 2 herein,
- f) a statement that the applicant is familiar with the applicable doctoral degree regulations, and
- g) proof of sufficient language skills pursuant to Section 3 subsection 4 herein.

(2) Research associates employed in positions reserved for doctoral students generally submit applications for admission no later than three months after commencing work.

(3) The doctoral committee will generally decide on applications for admission to the doctoral procedure within one month during the lecture period.

(4) Doctoral candidates who are members of externally funded graduate schools may be admitted to procedures provided that such admission occurs on the basis of a written agreement executed by the Faculty of Business Administration.

(5) Applications to a doctoral degree procedure shall be rejected if:

- a) the requirements set forth in Section 3 are not satisfied,
- b) supporting documents pursuant to subsection 1 hereof are missing,
- c) doctoral procedures for the doctoral subject or a part of the doctoral subject have already been successfully completed,
- d) the applicant has already been admitted to doctoral procedures for the requested doctoral subject,
- e) the declaration pursuant to subsection 1(c) hereof was untruthfully submitted, or
- f) the selected dissertation topic is not a subject within the competency of the Faculty of Business Administration.

Applicants must be informed in writing of the reasons why an application has been rejected.

Section 5
Dissertation project supervision,
standard completion time

(1) Once a doctoral candidate has been admitted to the doctoral procedure, the Faculty is then responsible for warranting the supervision and later evaluation of the dissertation project. Furthermore, the Faculty must

warrant that the doctoral candidate is given the *Guidelines for Safeguarding Good Scientific Practice and Avoiding Scientific Misconduct at Universität Hamburg* as amended at the beginning of the doctoral degree program.

(2) The doctoral committee shall establish a two-person supervisory commission for each doctoral project. At least one member of the supervisory commission must be a full-time Faculty professor. The supervisory commission must supervise the dissertation academically and procedurally on an ongoing basis. Doctoral candidates may propose members for the supervisory commission. If the doctoral committee declines to accept proposed members, it must find suitable members for the supervisory commission.

(3) Upon application, the doctoral committee may confer the rights and obligations of a professor in doctoral procedures to other academics with doctorates, provided that

- these are the heads of externally-funded junior research groups for which Universität Hamburg is the hosting institution, or
- these are academics in higher-level positions at non-university research institutions that within the scope of cooperation agreements have been granted the right to supervise doctoral degree programs in agreement with the Faculty.

(4) Generally, each supervisor must meet with the doctoral candidate at least once per semester. The doctoral candidate should provide a progress report on his or her thesis for this meeting.

(5) As a rule, doctoral candidates must submit an exposé of the dissertation to the supervisory commission composed in either German or English no later than one year after commencing doctoral studies. The exposé must contain the research question or thesis, the current state of research, methods and procedures, and a work plan and timetable.

(6) As a rule, the dissertation should be submitted in three years and the doctoral degree program completed within four years (standard completion time). German regulations regarding the protection of working mothers (Gesetz zum Schutz der erwerbstätigen Mutter—MuSchG) must be taken into account. The same shall also apply to deadlines in accordance with the German Parental Allowance and Leave Act (Gesetz zum Elterngeld und zur Elternzeit—BEEG). The standard completion time shall be extended by the respective term of statutory maternity leave and/or parental leave. If for important reasons a supervisor feels compelled to terminate the supervisory relationship during the course of dissertation work, then he or she must inform the doctoral committee chairperson without undue delay of the reasons therefor.

(7) Once a supervisor is no longer affiliated with Universität Hamburg, he or she shall retain the right for five years thereafter to supervise a dissertation that has commenced through its completion and remain a voting member of the examination commission. This time limitation shall not apply to former full-time Universität Hamburg professors, whose teaching and examination authorization remains valid.

(8) Upon nomination by the Office of the Dean, the Faculty Council shall appoint an ombudsperson for a three-year term. If there is a conflict with a supervisor, the doctoral candidate may contact the ombudsperson.

Section 6
Dissertation

(1) The written doctoral thesis must demonstrate a capacity for in-depth scholarly work through independent research.

(2) A doctoral thesis may be submitted as

a) a monograph, i.e., a complete and detailed exposition of research work and findings—portions of the work may be pre-published. The dissertation must contain a list of all publications derivative of the work;

or

b) a cumulative dissertation, which is generally comprised of three published and/or unpublished papers that in their totality represent an equivalent achievement of a dissertation pursuant to subsection 2a above. A cumulative dissertation must have an overarching title and an introduction or connecting chapter that comprehensively interprets, evaluates, and discusses the individual papers included in the cumulative work. Moreover, a list of titles and co-authors of the individual papers or essays must be submitted.

(3) The dissertation may be composed in either German or English. The dissertation or portions thereof may be composed in another language provided this has been approved by the doctoral committee.

(4) When written doctoral theses are produced in collaboration with other scholars, the doctoral candidate must indicate in detail his or her contribution to the conception, realization, and documentation.

(5) Doctoral candidates must cite all resources and aids, and affirm in an affidavit that they wrote the dissertation themselves in accordance with the representations per subsection 4 hereof and that no other resources were used except for those specified. Doctoral candidates must also submit a declaration that they did not use any commercial services established to provide assistance to doctoral students. The thesis may not have been accepted as part of any previous doctoral procedure or graded as insufficient. In cases of doubt, work from previous doctoral procedures must be submitted for comparison.

(6) The dissertation must have a title page with the name of the author, its designation as a dissertation submitted to the Faculty at Universität Hamburg, the date, and a cover page with spaces provided for the names of the assessors. The dissertation must include a short summary of results attached as an appendix in both English and German and a list of any publications ensuing from it.

(7) Five copies of the dissertation must be submitted to the doctoral committee. In addition, a copy suitable for publication on the Internet must be submitted. This may only be used in accordance with Section 12 subsection 3 herein.

(8) Proof of compliance with any additional requirements pursuant to Section 3 subsection 2 and the acquisition of 12 ETCS credits in accordance with Section 1 subsection 3 herein must be submitted along with the dissertation.

Section 7
Examination commission

(1) The doctoral committee shall establish an examination commission for every doctoral candidate within four weeks of the submission of the candidate's dissertation and the proof required pursuant to Section 3 subsection 2 and Section 1 subsection 3 herein. The doctoral candidate may recommend commission members to the committee. The doctoral committee shall appoint a chairperson who must be a full-time Faculty professor. The chairperson may not be a co-author of any individual paper that has been submitted in accordance with Section 6 subsection 2b herein.

(2) The examination commission shall be comprised of at least three university professors or individuals who have been granted the respective rights and obligations of university professors in doctoral degree proceedings commensurate with Section 5 subsection 3 herein. The majority of the members of the examination commission must be full-time university professors from the Faculty of Business Administration at Universität Hamburg. As a rule, a supervisor is appointed as a member of the examination commission as an assessor. The second supervisor may likewise be appointed to the examination commission as an assessor.

(3) The doctoral committee shall supplement the examination commission in accordance with the conditions set forth in subsection 2 above if any member should retire from the commission or for compelling reasons be unable to discharge his or her duties for an extended period of time.

(4) The examination commission's duties are:

- a) to evaluate the dissertation based on the submitted reviewer assessments and any written positions submitted pursuant to Section 8 subsections 3 and 4 herein;
- b) to organize and conduct the oral defense;
- c) to evaluate the oral defense;
- d) to assign a final grade, which takes into account the individual grades assigned to the dissertation and oral defense pursuant to Sections 9 and 10.

(5) Examination commission meetings shall not be open to the public.

(6) The examination commission shall decide matters upon a simple majority vote of those members entitled to vote, unless otherwise provided for in these Regulations. All votes on evaluations of performance shall be cast by open ballot and no abstentions shall be permissible. Decisions on the evaluation of performance may only be taken if voted upon by all members of the examination commission.

Section 8
Assessment of the dissertation

(1) Two assessments shall be prepared for every dissertation. Generally, the doctoral committee shall appoint one of the supervisors of the doctoral degree project and a member of the examination commission who is not its chairperson as assessors. At least one of the assessors must be a full-time

university professor from the Faculty of Business Administration.

(2) The assessments must be composed independently of each other and submitted within three months of the request therefor. Late submissions must be explained to the doctoral committee in writing. The assessments must acknowledge the significance of the dissertation and its results and findings within a larger context and indicate any shortcomings. In the overall assessment, each assessor shall either recommend accepting the dissertation upon specifying a grade therefor in accordance with Section 9 herein, revising the dissertation pursuant to subsection 4 of this Section, or rejecting the dissertation. If the requisite evaluations are not clear in an assessment, the doctoral committee shall return the assessment for revision.

(3) If the evaluations in the assessments deviate from one another, the examination commission shall upon discussion propose a grade for the written work. If the commission is unable to reach an agreement, the doctoral committee shall appoint another assessor to the examination commission. If both assessors evaluate the dissertation as “summa cum laude,” the doctoral committee shall appoint an additional assessor to the examination commission.

(4) An assessor shall be allowed once to state that the dissertation needs to be fundamentally revised. In this instance, the assessor shall not assign a grade to the work, but rather shall specify shortcomings that have been identified and where applicable shall recommend appropriate measures to rectify these deficiencies. If an assessor recommends that the dissertation be revised, the examination commission shall return the dissertation to the doctoral candidate and shall set a date for the re-submission of the revised dissertation. If the revised dissertation is seasonably re-submitted, it must then be re-evaluated. Otherwise, the doctoral candidate will have failed the doctoral degree procedure. The examination commission shall decide on any exceptions.

(5) Once the assessment phase of the dissertation process has been completed, the dissertation together with the assessments shall be deposited with the Faculty’s administrative office for a period of two weeks. All individuals and members of the Faculty entitled pursuant to Section 5 subsections 2 and 3 herein to supervise a dissertation may review the dissertation and proposed grades and submit a written opinion that is to be added to the doctoral file. The doctoral committee shall inform this group of persons about the availability of the dissertation in an appropriate manner. Furthermore, members of the doctoral committee and the respective examination commission shall also be entitled to review the assessments during this review period. The doctoral committee may appoint an external assessor in the event an opinion is submitted during the review period. The assessments shall be made available to the doctoral candidate for review no later than one week before the oral defense, provided that no conditions have been placed upon the written work pursuant to Section 9 subsection 8 herein.

Section 9

Decision about approval of the dissertation and scheduling the oral defense

(1) After the assessments have been submitted, the examination commission shall decide about the approval or rejection of the dissertation, the admission of

the doctoral candidate to the oral defense phase, and the dissertation grade.

- (2) The grade must be awarded unanimously, unless an additional assessor was appointed in accordance with Section 8 subsection 3 sentence 2 herein, in which case a commission majority shall determine the grade awarded.

The grade of “summa cum laude” for a dissertation may only be awarded if all assessors recommend this grade. If the first two assessors recommend “summa cum laude” as a grade and the additional assessor pursuant to Section 8 subsection 3 sentence 3 does not, then the grade of “magna cum laude” shall be awarded.

(3) Provided that a dissertation has been approved and accepted, the examination commission shall use the following grading scale:

- with distinction (summa cum laude, 0.7)
- very good (magna cum laude, 1),
- good (cum laude, 2)
- sufficient (rite, 3)

(4) The following criteria shall be used as a basis to establish a grade:

- capacity for in-depth and independent scholarly work
- independent research
- originality and topicality
- clarity of argumentation
- strength of reasoning
- methodological coherence
- accuracy of style and form
- critical treatment of literature
- discussion of findings and results

(5) The exposé or rather the congruence of the content contained in the exposé and the written dissertation is not material for the assessment of the dissertation.

(6) In the event the dissertation is rejected, the examination commission shall, without scheduling an oral defense, declare that the doctoral studies have not been successfully completed and set forth the reasons for the decision. The doctoral committee chairperson shall inform the doctoral candidate in writing about the rejection and specify the reasons for the examination commission’s decision.

(7) If the dissertation is approved, the examination commission shall inform the doctoral candidate of its decision and the grade together with the time scheduled for the oral defense. The oral defense must be held within two months of receipt of the last assessment.

(8) If the assessments have written conditions attached to them, then a doctoral candidate may only proceed to the oral defense phase of the doctoral degree proceedings once the conditions have been reflected in the dissertation. The examination commission shall specify the conditions and verify whether they have been complied with. Approval to publish the dissertation shall be deemed granted to the extent the oral defense has been successfully completed, marking the end of doctoral studies.

Section 10

Oral defense (disputation)

(1) The purpose of the oral defense is to allow the doctoral candidate to demonstrate his or her aptitude for oral recitation and discussion of

scholarly problems. The oral defense may be conducted in German or English at the doctoral candidate's discretion. The oral defense shall be open to the university public. The examination commission chairperson may exclude the public for compelling reasons upon the doctoral candidate's request therefor. In such a case doctoral committee members are not considered members of the public. Examination commission members must attend the oral defense.

(2) The disputation shall commence with an oral recitation in which the doctoral candidate shall present and elucidate the important results of the dissertation and their significance within a broader subject-related context. Subsequently, the doctoral candidate shall defend the dissertation and answer questions posed by members of the examination commission. Questions shall refer to the dissertation and the classification of the problems therefrom in a larger scholarly context. The oral defense shall last for approximately 60 minutes.

(3) The examination commission chairperson shall coordinate the scholarly discussion and shall decide on the priority and, if necessary, the permissibility of the questions.

(4) The examination commission members shall appoint one member of the commission to act as secretary. The secretary shall keep the minutes of the oral defense. A transcript of the minutes shall be placed in the doctoral file. Minutes must contain the following information:

- date/time/location of the oral defense
- attendance list for the members of the examination commission
- the dissertation grade
- bullet point information about the topics discussed
- decision about whether the oral defense (disputation) was successful and grade for the oral defense
- the final grade pursuant to Section 11
- unusual or particular events

All members of the examination commission must sign the transcript of the minutes.

(5) The doctoral candidate shall be deemed to have failed the oral defense if he or she fails to attend without a valid excuse. The doctoral candidate must be informed of this in writing.

Section 11

Decision about the oral defense and doctorate

(1) Immediately following the oral defense the examination commission shall retire into a closed session in order to confer on the results of the oral defense and assign it a grade in accordance with the grading standards set forth in Section 9 subsection 3 herein. Thereafter, the examination commission shall assign an overall final grade, provided that the oral defense has been evaluated as having "passed." In calculating the overall final grade, the dissertation grade shall be weighted three-quarters and the oral defense grade one-quarter. The final grade for the doctorate shall be based on the correspondingly rounded weighted-arithmetical-average as follows:

from 1.00 to less than 1.50: "very good (magna cum laude)," from 1.50 to less than 2.50: "good (cum laude)," from 2.50: "sufficient (rite)."

The grade "with distinction (summa cum laude)" may only be awarded as an overall final grade if the dissertation was awarded this grade. The examination commission shall inform the doctoral candidate about the individual grades for the dissertation and oral defense as well as the overall final grade.

(2) After the examination commission has assigned the final grade, the doctoral candidate shall receive an interim transcript of record containing the title of the dissertation, the individual grades for the dissertation and oral defense, and the overall final grade. This transcript of record does not entitle the doctoral candidate to use the academic title "doctor."

(3) If the doctoral candidate fails the oral defense, then within two weeks the doctoral committee chairperson shall inform the doctoral candidate of this decision, setting forth the reasons therefor in writing. The oral defense may be repeated once no later than six months thereafter.

(4) If the doctoral candidate fails the second oral defense attempt, the examination commission shall upon setting forth the reasons therefor declare that the candidate has failed doctoral studies. Within two weeks the doctoral committee chairperson shall inform the doctoral candidate of this decision in writing.

Section 12

Publication and submission obligations

(1) The dissertation must be published within twelve months of the completion of the doctoral studies. If the dissertation cannot be published within the time frame fixed therefor, the doctoral committee chairperson may grant an extension upon submission of a well-grounded petition therefor.

(2) The doctoral committee shall decide in accordance with state and university library requirements on how many printed or reproduced copies of the dissertation must be submitted by the doctoral candidate. The committee shall also determine in what form printed copies may be substituted with other information media.

(3) If the deadlines and any extensions set forth in subsections 1 and 2 above have elapsed without publication of the dissertation, the State and University Library shall publish the dissertation via the Internet or for cumulative dissertations it shall publish those portions of the dissertation via the Internet that have not yet been published.

Section 13

Diploma

(1) A diploma conferring the doctorate will be issued in German as well as a copy in English. The diploma shall contain information pertaining to the field of doctoral studies, title of the dissertation submitted, the final overall grade, and the date the oral defense was successfully completed.

(2) The Dean of the Faculty of Business Administration shall sign the diploma affixed with the seal of the Faculty.

(3) The diploma will not be awarded to the applicant if, before being conferred, it becomes apparent that conditions have been met that warrant divestiture of the doctorate pursuant to Section 17 herein. In such an event, the applicant shall be notified about the reasons underlying the decision not to tender the diploma. Moreover, the applicant shall be informed about his or her option to oppose this decision.

(4) The diploma shall be issued within four weeks subsequent to the receipt of the notification that the publication obligations pursuant to Section 12 herein have been discharged. The diploma conferring the doctorate shall entitle the person to use the academic title “doctor.”

Section 14

Appeal and procedural review

A doctoral candidate may submit an application for reconsideration of an examination commission decision to the chairperson of the examination commission within one month of the respective decision, provided that the doctoral candidate has been given information about his or her legal remedies, otherwise he or she shall have one year from the date of notification of the decision in order to submit an application for reconsideration. If an application for reconsideration is denied relief by the examination commission, the matter shall be remitted to the Doctoral Degree Appeals Committee at the University (Section 66 HmbHG from 18 July 2001 as amended). Applicants may also appeal doctoral committee decisions.

Section 15

Joint doctoral degrees with foreign institutions

(1) The doctoral degree may be completed in a joint program with foreign universities or equivalent higher education and research institutions if

- a) the applicant meets the requirements for admission to the Faculty of Business Administration’s doctoral degree procedures at Universität Hamburg, and
- b) the foreign institution may according to its national laws and regulations confer a doctorate, which degree so conferred by this institution would be subject to recognition within the territorial jurisdiction of the [German] constitution.

(2) A joint doctoral procedure must be governed by agreement. The contractual provisions of the agreement shall apply in addition to the provisions contained in these Doctoral Degree Regulations. Upon executing the agreement, the provisions contained in these Doctoral Degree Regulations must be taken into consideration with respect to ensuring equivalence of the requirements and procedure. It must be mutually determined which doctoral degree rules and regulations apply. Where applicable, a German or English translation of the foreign doctoral degree regulations must be submitted in order to determine whether these regulations are equivalent to the Faculty’s Doctoral Degree Regulations with respect to requirements and procedures. If the foreign doctoral degree regulations prevail, then assurance must be had that the essential provisions of the Doctoral Degree Regulations for the Faculty of Business Administration at Universität Hamburg will likewise be complied with.

(3) The doctoral degree candidate must be admitted to both participating institutions.

(4) The languages in which the dissertation may be written must be contractually stipulated.

(5) The examination commission shall be comprised of two university professors from each participating university or equivalent research or educational institution. It must be warranted that members of the examination commission are proficient in the examination language.

(6) In the case of divergent grading systems, an agreement must be reached on the denomination of jointly determined examination grades

as well as how they will be uniformly documented.

(7) Both universities will jointly award a bilingual diploma according to the template developed by the German Rectors’ Conference (Hochschulrektorenkonferenz—HRK). This will entitle the doctoral candidate to carry the academic title in either its German or foreign variation. However, one doctorate only will be conferred.

Section 16

Honorary doctorate

(1) The honorary degree *Doktorin* or *Doktor der Wirtschaftswissenschaften ehrenhalber Doctor rerum oeconomicarum honoris causa* (abbreviated: *Dr. rer. oec. h. c.*) shall be conferred upon recognition of exceptional scholarly achievement at the recommendation of the Office of the Dean for the Faculty of Business Administration.

(2) A commission established by the doctoral committee must assess scholarly achievements. The commission shall be comprised of one approved member of the Faculty eligible to take part in doctoral degree proceedings, one Faculty research associate with a doctoral degree, and three full-time Faculty professors as well as a university professor from another higher education institution. Three-fourths of the members of the Faculty Council must assent to the conferral.

(3) The award of the honorary doctorate shall be complete upon the tender of the diploma acknowledging the scholarly achievements of the honoree.

Section 17

Divestiture of the doctoral degree

(1) If a doctoral graduate has perpetrated a fraud with respect to the proof submitted for the admission requirements or the work performed during the course of a doctoral degree program, he or she may be divested of his or her doctorate. The Faculty’s doctoral committee shall make a decision once the doctoral graduate has been afforded an opportunity to be heard at a hearing. The decision to divest a person of his or her doctoral degree may be appealed.

(2) This notwithstanding, legal provisions shall apply with respect to the divestiture of a doctoral degree.

Section 18

Discontinuing the doctoral degree procedure

(1) If more than eight years have passed since admission to the doctoral degree procedure, the doctoral committee may discontinue the procedure by dismissing the student after affording the doctoral candidate an opportunity to be heard at a hearing and upon the supervisor’s prior written consent and comment. Reasons for dismissal must be set forth in the administrative notice of discontinuance (*Einstellungsbescheid*). The administrative notice of discontinuance must be made in writing by the doctoral committee chairperson. This will not bar any reapplication for admission to doctoral degree procedures.

(2) The doctoral candidate may withdraw from the procedure at any time prior to submitting the dissertation. All procedural steps completed up until the withdrawal will no longer count as part of the doctoral degree procedure after the withdrawal.

Section 19

Legal effect, repeal, and interim regulations

(1) These Doctoral Degree Regulations shall become effective the day after their publication in the official government gazette and shall be applicable to doctoral students applying for admission to a doctoral degree procedure after 1 October 2014.

(2) Doctoral students who have been admitted to doctoral degree procedures at the Faculty of Business Administration pursuant to the Doctoral Degree Regulations for the Faculty of Business, Economics and Social Sciences dated 24 August 2010 (official gov't gazette No. 86, p. 2104 et seq.) corrected on 3 December 2010 (official gov't gazette No. 97, p. 2477) may choose to be subject to the Doctoral Degree Regulations dated 9 July 2014 upon submission of a written petition therefor to the doctoral committee at any time up to six months after these Regulations become legally effective. If no change is petitioned for and the dissertation is not submitted within five years after these Doctoral Degree Regulations become effective, then the provisions contained in the Doctoral Degree Regulations dated 9 July 2014 shall become applicable.

Annex

Provisions governing eligible work pursuant
to Section 1 subsection 3 of the Doctoral
Degree Regulations

The following work may be credited towards the required 12 ETCS credits (CP) pursuant to Section 1 subsection 3 of the Doctoral Degree Regulations:

- a) Doctoral student courses
 - Doctoral student courses from the Faculty of Business Administration
 - Doctoral student courses from the graduate school of the Faculty of Business, Economics and Social Sciences
 - Courses at other graduate schools
 - Research workshops, summer schools, etc. as a rule at least 6 CP
- b) Lectures at scientific and scholarly events
 - Lectures at conferences
 - Lectures in doctoral student colloquia
maximum of 4 CP
- c) Teaching activities including practical courses (if a course is taught repeatedly, it may only be credited once)
maximum of 6 CP
- d) Continuing education in the area of tertiary education didactics
maximum of 4 CP
- e) Other equivalent forms of academic performance and continuing education that must be approved by the doctoral committee

The Faculty Council shall establish rules for how many ETCS credits may be awarded for performance.

Hamburg, 1 September 2014

Universität Hamburg