

**Doctoral Regulations**  
**at the Faculty of Management and Economics**  
**University of Würzburg**

**dated 22. November 2023**

Please note that this English translation does not constitute a legally binding document. Only the original German-language document is legally binding.

Pursuant to Article 9, sentences 1 and 2, in conjunction with Article 97 of the Bavarian Higher Education Innovation Act (BayHIG), as amended, the University of Würzburg hereby adopts the following statutes, which are hereby published:

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## **§ 1 General Provisions**

- (1) The Faculty of Management and Economics confers, for the University of Würzburg, the academic degree of Doctor of Economics and Social Sciences (Dr. rer. pol.) by way of a regular doctoral programme or by way of an honorary doctorate (Dr. rer. pol. h.c.).
- (2) <sup>1</sup>By way of the regular doctoral programme, the doctoral degree is awarded to applicants who demonstrate the ability to conduct in-depth academic work and thereby provide evidence of an academic qualification which significantly exceeds the requirements set in the Master's or Diplom examination. <sup>2</sup>The degree of Doctor of Economics and Social Sciences may be conferred on a person only once by way of a regular doctoral programme; also in the case of binational doctoral programmes which are established through corresponding cooperation agreements with faculties/ universities of other countries, only one doctoral degree shall be awarded jointly with the foreign university.
- (3) The doctoral degree referred to in para. 1 may be awarded by way of honorary doctorate as a rare distinction to personalities who have rendered particularly outstanding services in the fields of science represented by the Faculty of Management and Economics.

### **I. Regular Doctoral Programme**

## **§ 2 Doctoral Requirements**

Doctoral achievements serve to demonstrate the ability to conduct in-depth academic work and consist of an independent academic work (dissertation) and an oral examination, which is conducted as a disputation.

## **§ 3 Doctoral Committee, Reviewers and Examiners**

- (1) <sup>1</sup>Responsibility for the doctoral procedure lies, in accordance with the following provisions, with the doctoral committee. <sup>2</sup>It may delegate tasks to its chairperson.
- (2) <sup>1</sup>The doctoral committee consists of all university teachers who are employed full-time at the Faculty. <sup>2</sup>In addition, the group of academic staff members provides one representative who is designated by the Faculty Council of the Faculty of Management and Economics as an advisory member. <sup>3</sup>The chair is held by the Dean; in the case of impediment, by a Vice Dean.
- (3) <sup>1</sup>The doctoral committee has a quorum if all members have been duly invited in writing, i.e. in compliance with a period of one week and stating the agenda, and if the majority of members are present and entitled to vote; in the event of lack of quorum, § 37 para. 2 sentence 5 of the constitution of the University of Würzburg shall apply. <sup>2</sup>The doctoral committee adopts resolutions by a majority of the votes cast; abstentions, secret ballots and transfer of voting rights are not permitted. <sup>3</sup>In the event of a tie, the vote of the chairperson shall be decisive. Resolutions shall be recorded in minutes.

(4) <sup>1</sup>Reviewers and examiners may only be university teachers and persons authorized to conduct doctoral examinations in accordance with the higher education examination regulations in their respectively valid version. <sup>2</sup>At least one reviewer must be a professor; moreover, at least one of these persons must belong to the Faculty as full-time staff. <sup>3</sup>In the case of doctoral projects conducted in cooperation with universities of applied sciences, professors from universities of applied sciences may also act as second reviewers and examiners. <sup>4</sup>In this case, at least one further third reviewer or examiner must belong to the Faculty of Management and Economics. External reviewers require the approval of the doctoral committee.

#### **§ 4 Supervision, Qualification Programme, Procedural Principles**

(1) <sup>1</sup>Doctoral projects at the Faculty of Management and Economics are supervised by a mentoring committee consisting of two persons in accordance with § 3 para. 4. <sup>2</sup>One of the members is the primary supervisor of the work. <sup>3</sup>As a rule, the two mentors should be the reviewers. <sup>4</sup>The mentoring committee shall be appointed by the chairperson of the doctoral committee. <sup>5</sup>The applicant has a right to propose members for the composition of the mentoring committee. <sup>6</sup>The mentoring committee must be reported to the Dean's Office by signing the supervision agreement and shall be centrally recorded there. <sup>7</sup>If no objection to the composition of the mentoring committee is raised by the chairperson of the doctoral committee within 14 days, the mentoring committee shall be deemed to have been appointed.

(2) <sup>1</sup>The doctoral programme is accompanied by a qualification programme. <sup>2</sup>The qualification programme pursues the objective of ensuring an outstanding doctoral programme through supplementary and advanced studies. <sup>3</sup>Further details are regulated by the doctoral committee in the guideline for the qualification programme. <sup>4</sup>The guideline shall be made publicly known within the Faculty in the customary manner.

(3) <sup>1</sup>The mentoring committee shall conclude a supervision agreement with the applicant in accordance with the model specified in the appendix to the framework doctoral regulations of the University of Würzburg dated February 8, 2016. <sup>2</sup>Among other things, the type and scope of the qualification measures to be completed under the qualification programme shall be regulated therein. <sup>3</sup>Further details are regulated by the doctoral committee in the guideline for the qualification programme.

(4) <sup>1</sup>All decisions in the doctoral procedure shall be taken without undue delay and communicated to the applicant in writing. <sup>2</sup>Adverse decisions must be substantiated and provided with instructions on legal remedies.

(5) All correspondence and submissions in doctoral matters shall be addressed to the Dean's Office of the Faculty of Management and Economics.

(6) With regard to exclusion on the grounds of personal involvement or bias, Art. 51 para. 2 Bayerisches Hochschulinnovationsgesetz (BayHIG) shall apply.

## § 5 Admission as Doctoral Candidate

- (1) <sup>1</sup>Admission as a doctoral candidate may be granted to those who
1. have completed at least a four-year regular course of study at a university or an equivalent higher education institution or a course of study in a university Master's programme or a Master's programme at a university of applied sciences,
  2. have passed a degree in economics (Diplom) or a relevant Master's degree in economics with above-average success, and
  3. as an applicant whose native language is neither German nor English, have demonstrated sufficient knowledge of the German or English language.

<sup>2</sup>Above-average success within the meaning of sentence 1 no. 2 shall be deemed to exist if the final examination was passed with an overall grade of at least "good". <sup>3</sup>The doctoral committee may exempt applicants from proof of above-average success of the previous academic degree and from proof of sufficient knowledge of the German or English language upon application by a member of the doctoral committee; the decision may be made subject to conditions.

(2) <sup>1</sup>As a prerequisite for admission, the doctoral committee may also recognise a university degree from another field if there is a meaningful internal connection between this and the subject area of the doctoral project. <sup>2</sup>A university degree from an academic institution outside the scope of the Basic Law of the Federal Republic of Germany shall generally be recognised as a prerequisite for admission unless it is not equivalent. <sup>3</sup>In cases of doubt, the Central Office for Foreign Education may be consulted. <sup>4</sup>The doctoral committee shall decide on equivalence; the decision may be made subject to conditions.

(3) The admission requirements specified in para. 1 nos. 1 and 2 shall also be deemed to be fulfilled if the applicant has completed at least a three-year course of study, for example in a Bachelor's programme, at a university, an equivalent higher education institution or a university of applied sciences and has passed the corresponding final examination with a grade of at least "very good", or if the applicant belongs to the top five percent of the year group, which must be demonstrated by a corresponding confirmation from the respective university, equivalent higher education institution or university of applied sciences.

(4) The application for admission as a doctoral candidate shall be submitted in written form to the doctoral committee. It must be accompanied by:

1. certificates and transcripts in certified copies proving that the requirements pursuant to paras. 1 to 3, possibly in conjunction with para. 5, are fulfilled,
2. a signed supervision agreement pursuant to § 4 para. 3,
3. a curriculum vitae, signed by hand, including a description of the educational background,

4. a declaration as to whether the candidate has previously obtained or attempted to obtain academic degrees,
  5. in the case of a binational doctoral programme, a signed cooperation agreement with the participating faculties/universities of other countries.
- (5) If a candidate is unable, through no fault of his or her own, to provide the required documents in the prescribed manner, the chairperson may allow him or her to provide proof in another form.
- (6) With the exception of personal qualification documents (such as original certificates), all documents submitted together with the application for admission to the doctoral programme shall become the property of the University of Würzburg.
- (7) <sup>1</sup>Admission as a doctoral candidate shall be decided by the chairperson on the basis of the submitted documents. <sup>2</sup>In the cases expressly specified in § 5 as well as in cases of doubt, a decision by the doctoral committee must be obtained. <sup>3</sup>Within the framework of the admission procedure, the supervision agreement may also be supplemented or amended. <sup>4</sup>In the event of admission, the doctoral candidate shall receive written notification of admission. <sup>5</sup>Upon admission as a doctoral candidate, the supervision agreement becomes effective and the doctoral project begins.
- (8) Admission shall be refused if the candidate
1. has already been awarded the same doctoral degree once (§ 1 para. 2),
  2. does not fulfil the requirements specified in paras. 1 to 3,
  3. has not submitted the documents required pursuant to para. 4 in full, taking into account para. 5 where applicable,
  4. has definitively failed a similar doctoral examination, or
  5. is unworthy of holding a doctoral title in accordance with the statutory provisions governing the use of academic degrees.
- (9) <sup>1</sup>Admission shall be revoked if the doctoral procedure has not been successfully completed within six years. <sup>2</sup>Upon application by the doctoral candidate, this period may be extended up to two times by one year each. <sup>3</sup>The respective application for extension must be addressed to the doctoral committee and provided with a substantive justification. <sup>4</sup>In the case of a second application for extension, the reasons should address the necessity of a second extension. <sup>5</sup>The doctoral committee shall then decide whether the requested extension is granted in each case.

## § 6 Enrolment

<sup>1</sup>After acceptance, the doctoral candidate must enrol at the University of Würzburg at the next possible point in time within the prescribed enrolment periods and, where applicable, submit the additional documents required for this purpose. <sup>2</sup>Enrolment must be reported to the Faculty. <sup>3</sup>Deregistration pursuant to Art. 94 para. 3 sentence 2 BayHIG has no effect on the acceptance of the doctoral candidate and on the further course of the doctoral programme.

## § 7 Admission to the Doctoral Examination

(1) Admission to the doctoral examination may be granted to those who have been admitted as a doctoral candidate at the Faculty of Management and Economics and have been enrolled at the University of Würzburg for at least two semesters for the doctoral programme.

(2) <sup>1</sup>The application for admission to the doctoral examination shall be submitted in written form to the doctoral committee. <sup>2</sup>It must be accompanied by:

1. the dissertation in two copies (three copies in the case of § 3 para. 4 sentence 4) in printed and bound form as well as once on an electronic storage medium; form, format and method of submission must comply with the specifications determined by the doctoral committee;
2. a declaration that the applicant has prepared the dissertation independently, that is, in particular independently and without the assistance of commercial doctoral advisory services;
3. a declaration that the rules of the University of Würzburg on good scientific practice have been observed and that the semi-annual progress reports have been prepared in accordance with the model attached to the currently valid guideline for the qualification programme;
4. proof of successful participation in qualification measures pursuant to § 4 paras. 2 and 3;
5. proof of the semesters of study completed at University of Würzburg within the framework of the doctoral programme;
6. in cases of conditions imposed by the doctoral committee pursuant to § 5 para. 2, additionally proof of further completed courses of study and examinations;
7. an official certificate of good conduct, insofar as the applicant is not employed in the public service and is not enrolled as a student at the University Würzburg;
8. a declaration as to whether the applicant has already submitted the dissertation in a previous examination procedure (cf. § 8 sentence 2).

(3) <sup>1</sup>Admission to the doctoral examination shall be decided by the chairperson of the doctoral committee. <sup>2</sup>In the event of rejection, the applicant may request admission from the doctoral committee, which shall then decide conclusively.

(4) <sup>1</sup>A one-time withdrawal of the application for admission is permissible as long as a final decision on the acceptance of the dissertation has not yet been made. <sup>2</sup>In this case, one copy of the submitted dissertation shall remain in the files of the Faculty. <sup>3</sup>A new application may not be submitted until six months have elapsed after the withdrawal.

(5) Admission shall be refused if the requirements specified in para. 1 are not fulfilled or the documents required pursuant to para. 2 are not available, or if the applicant has in the meantime

1. already been awarded the same doctoral degree, or the doctoral programme in the same subject has already been completed, or

2. definitively failed a similar doctoral examination, or

3. is unworthy of holding a doctoral title in accordance with the statutory provisions governing the use of academic degrees.

(6) <sup>1</sup>All documents submitted shall become the property of the University of Würzburg and shall remain in the files. <sup>2</sup>This shall also apply to rejected dissertations and to the original version of dissertations which are to be revised pursuant to § 9 para. 4.

### **§ 8 Dissertation**

(1) <sup>1</sup>The dissertation must demonstrate the ability of the candidate to independently address academic problems from within the sphere of activity of the Faculty of Management and Economics. <sup>2</sup> It should lead to new academic findings and must not be identical with a previously prepared academic work, for example a Magister, Diplom, Master's, Bachelor's or admission thesis. <sup>3</sup> A dissertation that has already been rejected elsewhere may no longer be submitted for the purpose of the doctoral programme.

(2) <sup>1</sup>The dissertation must be prepared in German or English. <sup>2</sup> Upon application by the applicant, it may also be submitted in another language if it is ensured that the review procedure can be properly conducted. <sup>3</sup> The doctoral committee shall decide on the application for admission in the case of a dissertation not written in German or English. <sup>4</sup> In the event of its approval, a summary written in German must be attached to the dissertation.

(3) An independent monograph that has already been published may be accepted as a dissertation upon application if it is of particular academic significance and is not older than three years.

(4) <sup>1</sup>A dissertation may also consist of at least three qualified academic articles (cumulative dissertation). <sup>2</sup> In this case, the individual works must be related to one another in terms of subject matter and, taken as a whole, must be equivalent to a dissertation conceived as a unit and written independently. <sup>3</sup> In a substantial independent part of the dissertation, the unity of the submitted works must be expressed. <sup>4</sup> In this part, the candidate's own research contribution must also be presented. <sup>5</sup> The dissertation may have been published in whole or in part in scientific journals or publication organs with peer-review procedures. <sup>6</sup> In the case of publications with co-authors, the contribution of all authors must be presented and confirmed by all co-authors by signature. <sup>7</sup> At least one qualified academic article should be written as sole author. <sup>8</sup> At least one reviewer must not be a co-author of the publications used for the dissertation.

## § 9 Evaluation of the Dissertation

(1) <sup>1</sup>Immediately after admission of the candidate to the doctoral examination, the chairperson of the doctoral committee shall generally appoint two reviewers and forward the dissertation to them for evaluation. <sup>2</sup> The reviews should be prepared independently of one another and must be received by the Dean's Office within six months after admission. <sup>3</sup> If, pursuant to § 3 para. 4, three reviews are to be prepared, the third review should also be prepared independently and received within six months after admission. <sup>4</sup> Once the reviews have been received, the dissertation shall be made available for inspection and comment by the members of the doctoral committee of the Faculty of Management and Economics for a period of one month regardless of the result of the evaluation.

(2) <sup>1</sup>The following grades shall be used:

1 = very good (magna cum laude) = a performance exceeding the average

2 = good (cum laude) = a performance that meets average requirements in every respect

3 = satisfactory (rite) = a performance that – apart from some deficiencies – still meets the requirements

4 = unsatisfactory (insufficenter) = a performance suffering from considerable deficiencies and no longer usable overall

<sup>2</sup>In the case of an entirely outstanding performance, the grade "1" may also be awarded for the dissertation with the distinction "excellent (summa cum laude)". <sup>3</sup> All reviewers shall provide written justification for awarding the grade for the purpose of the decision-making in the doctoral committee.

(3) <sup>1</sup>If a dissertation is graded "insufficenter" by all reviewers, the doctoral committee shall determine its rejection. <sup>2</sup> If only one reviewer grades the dissertation as "insufficenter" or if another member of the doctoral committee is of the opinion that the dissertation should be graded as "insufficenter", the doctoral committee may appoint additional reviewers, including persons who are not members of the Faculty. If the doctoral committee rejects the appointment of additional reviewers, it shall immediately thereafter decide on the grade of the dissertation. <sup>3</sup> If additional reviewers are appointed, the doctoral committee shall decide at the next meeting after receipt of the review(s). <sup>4</sup> A dissertation graded "insufficenter" by the doctoral committee shall be deemed rejected.

(4) <sup>1</sup>If the reviewers are unanimously of the opinion that the dissertation could meet the requirements after revision or supplementation, the chairperson of the doctoral committee may return the dissertation to the candidate with the condition that it be resubmitted in an improved version within a period to be determined, which may not exceed two years. <sup>2</sup> If no agreement is reached among the reviewers regarding revision or supplementation, the doctoral committee shall decide. <sup>3</sup> In any case, the corresponding conditions must be communicated to the candidate in writing in an appropriate form. <sup>4</sup> After resubmission within the time limit, the reviewers shall give a final evaluation of the dissertation. <sup>5</sup> If the candidate does not resubmit the dissertation within the set period, or not with the declaration that it has been revised or supplemented in accordance with the conditions, the dissertation shall be deemed rejected; the candidate must be informed of this legal consequence when the dissertation is returned.

(5) <sup>1</sup>If the objections are predominantly of a formal nature, the doctoral committee may admit the candidate to the oral examination on the condition that he or she remedies the objections before printing, but no later than six months after the date of the oral examination. <sup>2</sup> In this case, the reviewers shall evaluate the dissertation subject to the condition that the objections are remedied. <sup>3</sup>In this case, the dissertation must be submitted again to the relevant reviewers prior to printing for the granting of permission to print. <sup>4</sup> If the candidate fails to submit the dissertation or submits it late, the permission to print shall be deemed not to have been granted. <sup>5</sup> Upon justified application, the chairperson of the doctoral committee may grant an extension of the deadline. <sup>6</sup> If the reviewers refuse permission to print or fail to make a decision within four weeks, the doctoral committee shall make a final decision upon request of the doctoral candidate.

(6) <sup>1</sup>If the dissertation is rejected pursuant to para. 3 or para. 4, or if permission to print pursuant to para. 5 is not granted or is deemed not to have been granted, the doctoral examination shall be deemed not to have been passed. <sup>2</sup> This shall also apply if, in the case of the procedure pursuant to para. 5, the candidate has in the meantime passed the oral examination. <sup>3</sup> In this case, the dissertation shall remain in the files together with the reviews.

(7) The following periods shall not be counted towards the time limits pursuant to paras. 4 and 5:

1. periods of maternity protection;
2. periods of parental leave within the meaning of the Act on Parental Allowance and Parental Leave (BEEG) in its respectively valid version;
3. periods for the care of a close relative within the meaning of the Act on Care Leave (Pflegezeitgesetz – PflegeZG) in its respectively valid version;
4. periods during which compliance with the deadline was not possible due to illness or for another important reason. In this case, a medical certificate stating the nature and duration of the illness must be submitted.

#### **§ 10 Oral Examination, Disputation, Examiners**

(8) <sup>1</sup> The examiners are the reviewers first appointed for the dissertation and one additional university teacher who shall preside over the disputation and who shall be appointed by the chairperson of the doctoral committee. <sup>2</sup> The examination board should include representatives of both economics and business administration.

(9) <sup>1</sup>In oral examinations, a knowledgeable assessor shall be involved as recording clerk. <sup>2</sup> A person shall be deemed knowledgeable who has passed a degree examination in economics (Diplom or Master's) or an examination recognised as equivalent by the doctoral committee.

(2a) <sup>1</sup>In justified individual cases, the chairperson of the oral examination may allow it to be conducted electronically via audio and video connection (videoconference or video telephony) if a member of the examination board is absent from the location and participates via videoconference or video telephony. <sup>2</sup> In the case of absence of the doctoral candidate, the oral examination may not be conducted electronically. <sup>3</sup> The chairperson must document in the examination record that the oral examination is conducted electronically and must ensure the proper substantive conduct of the examination. <sup>4</sup> There is no entitlement to conduct the oral examination via videoconference/video telephony.

(3) <sup>1</sup>Failure of the candidate to appear for an oral examination without sufficient excuse shall result in failure. <sup>2</sup> Valid reasons for excuse must be communicated in writing to the Dean without delay. <sup>3</sup> The candidate must be informed of this when being summoned to the oral examination.

(4) <sup>1</sup>The disputation shall extend, starting from the topic of the dissertation, to questions relating to the specialised fields dealt with in the dissertation and to general areas of economics. <sup>2</sup> It shall be opened by a presentation by the candidate on the central theses of the dissertation. <sup>3</sup> The presentation shall not last longer than 30 minutes, the disputation not longer than 90 minutes. <sup>4</sup> The disputation shall be open to members of Julius-Maximilians-Universität Würzburg. <sup>5</sup> In justified exceptional cases, the chairperson of the disputation may admit non-members with the consent of the candidate. <sup>6</sup> The right to speak is reserved for the candidate and the examiners.

(5) <sup>1</sup>Following the disputation, the examiners shall agree on whether the oral examination has been passed, excluding the public and the candidate; if no agreement is reached, the oral examination shall be deemed failed. <sup>2</sup> If the oral examination has been passed, the disputation grade shall be calculated as the arithmetic mean of the grades awarded by the examiners in accordance with § 9 para. 2. <sup>3</sup> At this stage of the decision-making process, the grade "insufficenter" shall not be permitted. <sup>4</sup> The grade of the disputation shall be the primary grade for the oral examination.

## **§11 Overall Grade**

(1) <sup>1</sup>The primary grade for a dissertation that has not been graded "insufficenter" by any of the reviewers shall be determined as the arithmetic mean of the grades awarded by the reviewers. <sup>2</sup> By way of derogation, in the cases of § 9 para. 3, the grade determined by the doctoral committee for a passed dissertation shall be deemed the primary grade for the dissertation.

(2) <sup>1</sup>The overall grade shall be the arithmetic mean of the primary grade for the dissertation (§ 11 para. 1) and the primary grade for the oral examination (§ 10 para. 5). <sup>2</sup> If the arithmetic mean is not an integer, the overall grade shall be determined according to the following rounding rules: if the first digit after the decimal point is less than 5, the value of the arithmetic mean shall be rounded down to the next whole number. <sup>3</sup> If the first two digits after the decimal point are greater than 50, the value of the arithmetic mean shall be rounded up to the next whole number. <sup>4</sup> If the arithmetic mean has the form x.50, the value of the arithmetic mean shall be rounded towards the dissertation grade.

## **§ 12 Repetition of the Examination**

- (1) If the oral examination has not been passed, it may be repeated once within six months after notification of the examination result.
- (2) <sup>1</sup>If the dissertation has been rejected, the candidate may repeat the doctoral examination within one further year, calculated from the notification of the rejection, with a new dissertation. <sup>2</sup> The doctoral committee may extend this period up to a total of two years for special reasons. <sup>3</sup> It may also, upon application by the candidate, permit a fundamental revision of the rejected dissertation instead of the submission of a new dissertation.

## **§ 13 Special Regulations for Doctoral Candidates with a Child**

<sup>1</sup>The utilisation of the protection periods under the Act on the Protection of Mothers at Work, in Training and in Studies (Maternity Protection Act – MuSchG) in its respectively valid version and the periods of parental leave under the Act on Child-Raising Allowance and Parental Leave (Bundeserziehungsgeldgesetz – BerzGG) or under the Act on Parental Allowance and Parental Leave (Bundeselterngeld- und Elternzeitgesetz – BEEG) in its respectively valid version shall be permitted. <sup>2</sup>The candidate must provide proof thereof to the Examination Office and is obliged to notify any changes in the requirements without delay. <sup>3</sup> The period specified in § 5 para. 9 sentence 1 shall be extended accordingly.

## **§ 14 Special Regulations for Doctoral Candidates with Long-Term Illness or Long-Term or Permanent Disability**

- (1) <sup>1</sup>If the candidate credibly demonstrates that, due to a long-term illness or due to a long-term or permanent disability, he or she is not able to complete the examination performance in whole or in part in the prescribed form or within the examination periods specified in these regulations, the doctoral committee shall, upon written application by the candidate, extend the processing time for such examination performance or the time limits for taking examinations or permit equivalent examination performance in an appropriate form. <sup>2</sup> The application for compensation for disadvantages pursuant to sentence 1 must be submitted to the doctoral committee as early as possible and should be received there no later than four weeks before the date of the examination to which it is to apply.
- (2) <sup>1</sup>In order to substantiate a disability or chronic illness, the submission of evidence is required. <sup>2</sup> As evidence within the meaning of sentence 1, medical certificates from public health offices or official physicians as well as from specialist physicians should be submitted. <sup>3</sup> The candidate is obliged to notify any changes in the requirements without delay.
- (3) In decisions of the chairperson of the doctoral committee pursuant to para. 2, the representative or the contact and information office for students with disabilities and chronic illnesses (KIS) should be involved.

## § 15 Publication

- (1) The passing of the examination shall be communicated to the candidate in writing after successful completion of the examination.
- (2) <sup>1</sup>After passing the examination, the doctoral candidate must make the dissertation accessible to the academic public through reproduction and distribution. <sup>2</sup> For this purpose, the doctoral candidate must, within one year after notification of passing the examination, deliver the following deposit copies to the University Library free of charge against a receipt of submission, which must be submitted to the Dean's Office:
1. 3 copies of the dissertation in printed and bound form if an electronic version of the dissertation is submitted to the University Library, the data format and data carrier of which must be coordinated with the University Library, or
  2. 4 offprints if the dissertation is published in a journal, or
  3. 10 copies of the publication if a commercial publisher undertakes distribution via the book trade and the publication is identified on the reverse side of the title page as a dissertation stating the place of the dissertation, or
  4. 20 copies in printed and bound form only in exceptional cases if the doctoral candidate demonstrates reasons that preclude publication pursuant to nos. 1 to 3; the Dean shall decide on the existence of such a reason.

The dissertation must be designated as such in the deposit copies.

- (3) In addition to the copies required pursuant to para. 2, the doctoral candidate must also, within one year after notification of passing the examination, deliver to the Dean's Office four copies printed on age-resistant, wood-free and acid-free paper and durably bound and a one- to two-page summary of the dissertation in electronic form free of charge.
- (4) In the case of para. 2 sentence 2 no. 1 (publication in electronic form), the doctoral candidate must grant the University of Würzburg, the German National Library in Frankfurt am Main/Leipzig and libraries with a corresponding collection focus the right to publish the electronic version in data networks.
- (5) The doctoral committee may, in special cases, extend the period for submission of the deposit copies by up to one year. The application for this must be submitted and justified by the doctoral candidate before the expiry of the submission period.
- (6) <sup>1</sup>Before publication of the dissertation, the version intended for publication together with the manuscript submitted in the procedure must be submitted to the reviewers. <sup>2</sup> The chairperson shall grant the imprimatur in agreement with them; in cases of doubt, a decision by the doctoral committee may be obtained.
- (7) If the doctoral candidate does not submit the deposit copies within the prescribed time limit, all rights acquired through the successful completion of the examination procedure shall lapse.

### **§ 16 Completion of the Doctoral Programme**

(1) <sup>1</sup>The doctoral programme shall be completed by the handing over of the doctoral diploma as soon as the deposit copies of the dissertation specified in § 15 have been delivered to the University Library and the Dean's Office, or proof has been provided that publication of the dissertation is secured by a publishing contract (§ 15 para. 2 sentence 2 nos. 2 and 3). <sup>2</sup> The doctoral certificate shall be issued in German and shall contain the title of the dissertation, the last day of the oral examination and the overall grade of the examination. <sup>3</sup> It shall bear the handwritten signature of the President of Julius-Maximilians-Universität Würzburg and of the chairperson of the doctoral committee as well as the seal of the University. <sup>4</sup> The relevant date for issuing the diploma shall be the date of delivery or, in the case of proof of publication pursuant to sentence 1, the date on which proof of publication of the dissertation by publishing contract was provided.

(2) The right to use the doctoral degree shall arise on the day on which the diploma is handed over.

### **§ 17 Invalidity of Doctoral Work**

(1) If, during an ongoing doctoral project, it becomes apparent that the applicant has been guilty of deception in the doctoral procedure, the doctoral committee may, after hearing the applicant, terminate the procedure.

(2) If, after completion of the examination procedure but before handing over of the certificate, it becomes apparent that the applicant has been guilty of deception in the doctoral procedure, the doctoral committee may, after hearing the applicant, declare all rights acquired up to that point invalid and declare the doctoral examination to have been failed.

(3) If the deception only becomes known after the certificate has been handed over, the procedure shall be governed by the provisions on the withdrawal of a doctoral degree (cf. para. 6).

(4) If the requirements for admission to the doctoral programme were not fulfilled without the applicant having intended to deceive in this regard, and if this fact becomes known only after the certificate has been handed over, this deficiency shall be remedied by passing the doctoral examination.

(5) If the applicant has intentionally obtained admission unlawfully, the doctoral committee shall decide on the necessary measures in compliance with the general principles governing the withdrawal of unlawful administrative acts.

(6) <sup>1</sup>In all other respects, the withdrawal of the doctoral degree shall be governed by Art. 101 BayHIG. <sup>2</sup> The doctoral committee shall be responsible for the decision. <sup>3</sup> Before a decision on withdrawal is taken, an external expert opinion shall be obtained. <sup>4</sup> In the event of withdrawal, the doctoral certificate must be confiscated.

## **II. Honorary Doctorate and Renewal of the Doctoral Diploma**

### **§ 18 Honorary Doctorate**

(1) <sup>1</sup>The procedure for awarding an honorary doctorate shall be initiated, upon a reasoned application by at least three professors, by the Faculty Council. <sup>2</sup> The Faculty Council shall appoint three professors to prepare expert opinions on the special achievements of the person to be honoured. <sup>3</sup> At least two of these professors must belong to the Faculty.

(2) <sup>1</sup>The application and the expert opinions shall subsequently be made available for inspection for a period of three weeks by the members of the Faculty Council and the other habilitated full-time members of the Faculty insofar as they are in possession of the authorization to teach. <sup>2</sup> The beginning of the inspection period shall be announced. <sup>3</sup> Those entitled to inspect may submit a written statement within one month after the end of the inspection period.

(3) Subsequently, the members of the Faculty Council authorised to conduct doctoral examinations shall decide on the application, taking into account any statements where applicable.

(4) <sup>1</sup>If the application is approved, the President of the University of Würzburg and the Dean shall confer the honorary doctoral degree by ceremonial presentation of a certificate, which shall be signed in accordance with § 16 para. 1, to the person honoured. <sup>2</sup> The certificate shall acknowledge the special merits of the person honoured.

(5) The statutory provisions shall apply to the withdrawal of the honorary doctoral degree (cf. § 17 para. 6).

### **§ 19 Renewal of the Doctoral Diploma**

<sup>1</sup>The Faculty may renew its doctoral diplomas on the occasion of the 50th anniversary of the date of the doctorate if this appears appropriate in view of the personality, the special merits of the jubilarian or her or his close ties to the Faculty.

<sup>2</sup> Only professors of the Faculty are entitled to submit an application.

## **III. Transitional and Final Provisions**

### **§ 20 Transitional Provisions**

(1) <sup>1</sup>Doctoral procedures in which the dissertation had already been submitted at the time these regulations entered into force shall be conducted in accordance with the provisions of the doctoral regulations that were in force at the time of the first submission of the dissertation. <sup>2</sup> By way of derogation, an applicant shall be examined under the present regulations if she or he expressly so wishes. <sup>3</sup> A corresponding declaration must be submitted in writing together with the application for admission to the doctoral examination (§ 7).

(2) <sup>1</sup>In doctoral procedures in which an applicant had already been admitted as a doctoral candidate at the time these regulations entered into force, but the dissertation has not yet been submitted, the examination shall be conducted in accordance with the provisions of these regulations. <sup>2</sup> By way of derogation, the examination may be conducted in accordance with the doctoral regulations that were in force at the time the doctoral procedure commenced. <sup>3</sup> A prerequisite for this is a corresponding written application by the applicant to the doctoral committee within a period of six months from the time these regulations entered into force (exclusion period).

### **§ 21 Entry into Force**

<sup>1</sup>These doctoral regulations shall enter into force on the day following their promulgation. <sup>2</sup>At the same time, the doctoral regulations for the Faculty of Management and Economics of the University of Würzburg dated December 6, 2016, including all associated amendment statutes, shall cease to apply.