

## Application for Admission as a Doctoral Candidate in the Promotionsverband

Please note: This application must be filled out digitally and cannot be processed if it is filled out by hand.

### Application for admission as a doctoral candidate to earn a doctorate in

by **First name:** **Last name:**

**Date of birth** YYYY-MM-DD:

**Nationality:** **Additional Nationality (if applicable):**

#### First higher education entrance qualification

**Type:**

**Qualification:**

**Country (if abroad):**

**Earned in (year):**

**Federal state:**

**County:**

#### First enrollment as a student

**Higher education institution:**

**Country (if abroad):**

**Semester:**

**Year:**

#### Final examination qualifying you for a doctorate:

**Examination at institution:**

**Country (if abroad):**

**Date:**  
(YYYYMM-DD)

**Examination type:**

**Final grade:**

**Type of study  
program:**

**First subject  
(major):**

**Working title of the dissertation:**

**Type of dissertation:**

**Previous attempts to earn a doctorate or ongoing doctoral processes**

**do not exist**

**exist at**

*(Institution and faculty with the right to confer doctoral degrees)*

Please only list previous or ongoing doctoral processes you have been officially admitted to. In case of a previous or ongoing doctoral process, please attach, if available (only the document issued last in the respective process):

- Official notification regarding the admission/rejection as a doctoral candidate
- Official notification regarding the start/rejection of the doctoral process
- Official notification regarding the successful/unsuccessful doctoral examination
- Doctoral degree certificate

In case of future applications for admission as a doctoral candidate at another institution with the right to confer doctoral degrees, the applicant hereby undertakes to inform the Promotionsverband thereof immediately.

**The following documents are attached to the application (please check as applicable)**

If necessary, we may ask you to submit additional documents.

Nr.	Documents	is attached
1.	Signed supervision agreement	
2.	Proofs of periods of study (generally the confirmation of periods of study (Studienverlaufsbescheinigung))	
3.	Degree certificate (generally master's degree / state examination) - notarized copy *	
4.	Copy of the higher education entrance qualification (notarized copy not necessary)	
5.	Curriculum vitae (German or English)	
6.	Copy of ID card or passport	
7.	For foreign master's degrees: Additional documents such as a Diploma Supplement. Documents in German or English **	
8.	Description of involvement in the research project	
9.	Research proposal, including a timeline	
10.	<b>ONLY when applying for research unit V: ***</b> A statement from a professor of research unit V or another person authorized to supervise doctoral candidates in the respective field, confirming that the proposal provides a positive prognosis for the successful completion of the project. This statement cannot be provided by the primary supervisor	

\* original or notarized copy

\*\* In the case of foreign Master's certificates, please provide a Diploma Supplement or a comparable document. This document should provide a description of the degree, the qualifications associated with it, and the grading system used. Certificates issued in German or English must be submitted as certified copies. If you have difficulty obtaining certified copies again, please include a note indicating that you would like the certified copies returned to you. Documents that are not in German or English must be submitted as officially certified translations. Additionally, you may submit a certificate evaluation from ZAB (<https://zab.kmk.org/en/statement-comparability>) as an additional attachment. This may be requested if necessary.

\*\*\* **For those pursuing a Dr. iur.:** Any additional required documents to demonstrate that the requirements of § 4 PromO FE V are met. Please take note of the possible admission requirements.

I hereby consent to the processing of my data and documents by the Promotionsverband. I have read and accepted the information on data protection at [promotionsverband-bw.de/datenschutz](https://promotionsverband-bw.de/datenschutz).

I hereby confirm the accuracy of the information provided above. In case I terminate my doctorate or switch to another institution, I am aware that I must inform the administrative office of the Promotionsverband at [info@promotionsverband-bw.de](mailto:info@promotionsverband-bw.de) as soon as possible.

Please note: If your application for acceptance is approved by the relevant doctoral committee, the respective higher education institution and your primary supervisor will be informed of the acceptance.