<table>
<thead>
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<th>Schedule Doctorate</th>
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<td><strong>Step</strong></td>
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| Contact/Search for thesis supervisor  
Application with Rectorate | • Rectorate reviews documentation  
• Forwards application to Head of Department  
=> Provisional Application | Rectorate  
Thesis supervisor |
| Submission of research plan | • Within 12 months after applying  
• Authorization by the respective GESS-section required  
• Form “Approval of research plan” must be signed by the thesis supervisor  
• Thesis supervisor sends research plan (via e-mail) and form (in the original) to the Study Administration D-GESS  
• Study Administration forwards documents to Rectorate  
=> Definite Admission | Study Administration |
| Appointment of co-supervisors | • Thesis supervisor must send CV and lists of publications to Study Administration  
• Doctoral Committee reviews documentation  
• Study Administration forwards documentation to Rectorate | Study Administration |
| Registration for doctoral examination with Rectorate | • The doctoral candidate registers with the Rectorate  
• Form must be signed by thesis supervisor  
• Submission of dissertation, form and potentially the course confirmation sheet for the 12 ECTS | Rectorate |
| Doctoral examination | • The doctoral candidate must coordinate the date of the examination with the thesis supervisor, the co-supervisors, the Head of Department and the Department Coordinator  
• The Rectorate sends the application as well as the thesis and the thesis number to the Study Administration  
• The Study Administration sends out the invitation via email after the doctoral candidate has had a chance to verify it  
• The doctoral candidate reserves a suitable room | Thesis supervisor  
Co-supervisors  
Head of Department  
Department Coordinator |