

*Care was taken to ensure the text of these regulations is accurate and up-to-date; the present version may nevertheless contain errors. The official, legally binding version can be viewed in the Examinations Office, the Student Advising Office, or online at <https://www.amtliche-bekanntmachungen.uni-bayreuth.de/de/>. Please note the effective dates of the amendments.*

**Doctoral Regulations**  
**for the Faculty of Languages & Literatures**  
**at the University of Bayreuth**  
**dated 15 September 2017**  
**in the version**  
**dated 20 February 2024**

Article 13 para 1 sentence 2 in conjunction with Article 64 para 2 sentence 1 and Article 61 para 1 sentence 1 of the Bavarian Higher Education Act (*BayHSchG*) forms the framework for the following doctoral regulations for the Faculty of Languages & Literatures issued by the University of Bayreuth.

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## § 1

### Doctoral degree

- (1) <sup>1</sup>The University of Bayreuth awards the academic degrees "Doktorin der Philosophie" and "Doktor der Philosophie" through the Faculty of Languages & Literatures in accordance with these doctoral degree regulations. <sup>2</sup>The abbreviated form of these degrees is "Dr. phil.". <sup>3</sup>The doctoral degree may also be awarded jointly with a foreign university/faculty (hereinafter "education institution") on the basis of a doctorate carried out jointly in accordance with § 22.
- (2) According to Art. 97 para 1 BayHSchG, the doctorate serves as proof of an independent academic achievement, which must go considerably beyond the achievements required in § 7 para 1 number 1 for acceptance to the doctorate.
- (3) The doctoral work consists of an academic thesis (dissertation) written independently by the doctoral researcher and an oral examination (colloquium).
- (4) <sup>1</sup>The University of Bayreuth may confer the academic degrees "Doktorin der Philosophie ehrenhalber" and "Doktor der Philosophie ehrenhalber" through the faculty named in para 1 in accordance with § 24. <sup>2</sup>The abbreviated form of these degrees is "Dr. phil. h.c.".

## § 2

### Examination authorization

<sup>1</sup>In accordance with these doctoral regulations, authorised examiners (Art. 85 para 1 BayHIG) are full-time and part-time university lecturers (Art. 19 para 1 sentences 1 and 3 BayHIG), professors who have been released from their duties or have retired (Art. 19 para 1 sentence 4 BayHIG) as well as other authorised examiners of the Faculty of Life Sciences: Food, Nutrition & Health in accordance with Section 4 of the University Examiner Ordinance (HSchPrüferV). <sup>2</sup>At the suggestion of the doctoral candidate the dean may also appoint teaching staff from other faculties of the University of Bayreuth or other German or foreign universities as examiners, provided they fulfil the qualification requirements specified in Art. 85 para 1 BayHIG in conjunction with Section 4 HSchPrüferV.

## § 3

### Examining body

The examining body is the doctoral committee of the Faculty of Languages & Literatures.

## § 4

### The doctoral committee

- (1) The doctoral committee is responsible for the acceptance of doctoral researchers and the doctoral examination process, unless otherwise stipulated in these doctoral regulations.
- (2) <sup>1</sup>The members of the doctoral committee are the dean and seven other authorised examiners in accordance with § 2 and, from the time of their appointment, the reviewers and examiners who are not already members of the doctoral committee. <sup>2</sup>The seven members of the doctoral committee are elected by the faculty council. <sup>3</sup>The term of office of the doctoral committee shall be two years. <sup>4</sup>The chairperson of the doctoral committee is the dean; he or she chairs the meetings of the doctoral committee and conducts the day-to-day business.
- (3) <sup>1</sup>The doctoral committee shall constitute a quorum if all members have been duly invited in writing one week before the meeting and the majority of the members are present. <sup>2</sup>Its decisions are made on the basis of majority vote. <sup>3</sup>Vote abstention, secret voting, and proxy voting are prohibited. <sup>4</sup>If votes are equally divided among its members, the chair's vote shall be decisive. <sup>5</sup>Exclusion due to personal involvement is based on Art. 51 para 2 BayHIG, taking into account Art. 20 and Art. 21 BayVwVfG. <sup>6</sup>The decisions of the doctoral committee are to be communicated to the applicant, doctoral researcher in writing by the dean; decisions that are subject to appeal must be substantiated and accompanied by information on the right of appeal.
- (4) <sup>1</sup>The extended doctoral committee of the Faculty of Languages & Literatures is responsible for awarding honorary doctorates in accordance with § 24. <sup>2</sup>This consists of the full-time professors of the faculty. <sup>3</sup>The dean may invite dismissed or retired professors of the faculty to attend the meetings as advisory members. <sup>4</sup>The chairperson of the extended doctoral committee is the dean. <sup>5</sup>Para 3 applies *mutatis mutandis*.

## § 5

### The examination subject

- (1) For the examination for the degree of Doktorin der Philosophie or Doktor der Philosophie, the doctoral candidate shall choose an examination subject that is represented by a university lecturer at the Faculty of Languages & Literatures and listed in the annex.
- (2) The doctoral committee may admit a subject not represented at the University of Bayreuth as an examination subject if it is named as a thematic focus in a doctoral programme of the Faculty of Languages & Literatures and the applicant is a member of this doctoral programme.

## § 6

### **Doctorate as part of a doctoral programme or structured doctoral studies at the University of Bayreuth**

<sup>1</sup>Doctoral researchers whose doctoral subject is represented by a professor of the Faculty of Languages & Literatures, but who are admitted to a doctoral programme or structured doctoral study programme at the University of Bayreuth, may complete their doctorate in accordance with the regulations applicable to the doctoral programme/doctoral study programme in question. <sup>2</sup>Supervision by the subject representative of the Faculty of Languages & Literatures must be ensured. <sup>3</sup>The applicant must apply for this in writing to the dean of the Faculty of Languages & Literatures before the process begins. <sup>4</sup>The doctoral committee of the Faculty of Languages & Literatures decides on the application in agreement with the relevant doctoral committee of the doctoral programme/study programme.

## § 7

### **Acceptance for doctoral research**

- (1) <sup>1</sup>The application for acceptance as a doctoral researcher must be submitted in writing to the chairperson of the doctoral committee. <sup>2</sup>The applicant must fulfil the following requirements:
1. He or she must provide evidence of a subject-related university degree and have completed the degree programme with a Diplom, Magister, Master's or First State Examination for Teaching at Gymnasien or an equivalent final examination at an academic university in the Federal Republic of Germany with a grade of at least "good" (in the case of lawyers: fully satisfactory) or have completed a subject-related master's degree programme at a university of applied sciences in the Federal Republic of Germany or another equivalent degree programme at a German or foreign university with a grade of at least "good" (for lawyers: fully satisfactory).
  2. He or she must not have shown himself or herself to be unworthy of holding a doctoral degree by his or her conduct.
  3. He/she must not have failed this or any other similar doctoral examination on the final attempt.
  4. He or she must declare in writing that he or she has not already been accepted for a doctorate in the same subject at another university or another doctoral programme at the University of Bayreuth.
  5. He or she encloses a written supervision agreement from a supervisor authorised to administer examinations.

- (2) If the doctorate is to be awarded in an examination subject that is different from the major subject(s) of the completed degree programme, the doctoral committee may exceptionally accept a doctoral candidate for the doctorate if the requirements of No. 1 are met and
- a) if the subject chosen as the examination subject has previously been studied as a minor subject and the grade achieved in this minor subject has been certified with at least the grade "good"; all subjects in a subject unit are deemed to be one "subject" within the meaning of these regulations.
- or
- b) if the subject chosen as the examination subject has sufficient affinity to the subjects studied so far.
- (3) <sup>1</sup>In exceptional cases, the doctoral committee may accept an applicant for a doctorate whose degree does not have the grade specified in No. 1,
- if the major subject intended as the examination subject was completed with at least "good" and
  - if two members of the faculty authorised to conduct examinations support the application for admission in writing, whereby one of them must declare their willingness to supervise the proposed work.
- <sup>2</sup>The requirements under no. 1 shall be deemed to have been met if an applicant has been determined to be suitable for doctoral studies in accordance with § 10.
- (4) <sup>1</sup>Examinations completed at universities outside the area of application of the Basic Law and other degrees shall be recognised by the doctoral committee on application as a prerequisite for acceptance in accordance with the principle of equivalence, taking into account Art. 86 BayHIG, if they are equivalent to a final examination referred to in para 1 no. 1. <sup>2</sup>Equivalence agreements approved by the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder and the German Rectors' Conference must be observed. <sup>3</sup>If such equivalence agreements do not exist, the doctoral committee may request an opinion from the Central Office for Foreign Education of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany. <sup>4</sup>The candidate may submit the application for recognition in accordance with sentence 1 before submitting the application for admission to the doctoral examination process.
- (5) With the application for acceptance for doctoral studies, online registration as an applicant to the faculty takes place.
- (6) The doctorate begins with the receipt of the written confirmation of acceptance for doctoral research sent by the Faculty of Languages & Literatures.

## § 8

### Statistical requirements

- (1) <sup>1</sup>Personal data of the doctoral candidate in accordance with the survey characteristics regulated in § 5 of the HStatG are collected by the doctoral institution of the University of Bayreuth, stored automatically and processed for the fulfilment of legal tasks as well as for the purposes of legislation and planning in the higher education sector in accordance with § 1 para. 1 of the HStatG in the context of the doctorate. <sup>2</sup>In this respect, the applicant is obligated to cooperate and to provide personal data (Art. 7 para 2 sentence 4 BayHIG).
- (2) <sup>1</sup>Regular transmission or forwarding to the Bavarian State Office for Statistics is carried out with regard to the survey characteristics of the Higher Education Statistics Act of 2 November 1990 as well as to the university administration for the purpose of presenting the higher education statistics. <sup>2</sup>The use and processing of personal data is subject to the requirements of Art. 7 BayHIG.

## § 9

### Supervision and supervisory agreement

- (1) The dissertation is supervised by a person authorized to administer examinations.
- (2) <sup>1</sup>Full-time professors, full-time professors, retired professors, associate professors, Privatdozenten and habilitation candidates of the Faculty of Languages & Literatures are authorised to supervise doctoral theses (establishment of the doctoral relationship). <sup>2</sup> The doctoral committee may, at the request of the doctoral candidate, allow the dissertation to be additionally supervised by a professor from another faculty of the University or a professor from another university if the topic of the dissertation is substantially related to the subject area represented by this professor. <sup>3</sup>If the dissertation is completed within the framework of a graduate school or a doctoral programme, the supervision is based on the regulations of the school or programme and is usually provided by a mentorship within the framework of a structured doctoral programme. <sup>4</sup>In the case of doctorates with universities of applied sciences /HAWs (§ 23), the dissertation is supervised equally by the participating teaching staff of the university of applied sciences/HAW and the university who are authorized to administer examinations, and the supervisory agreement is concluded jointly between them and the doctoral researcher.
- (3) <sup>1</sup>If the supervisor of a dissertation leaves the faculty, he or she may continue to supervise the dissertation for up to two years after leaving and be appointed as an assessor to assess the dissertation and as an examiner to conduct the oral examination if he or she remains authorised to administer examinations. <sup>2</sup>The doctoral committee may extend the period given in sentence 1 by a maximum of two years if there are important reasons for doing so.

- (4) <sup>1</sup>The supervisor and the applicant record the essential key points of the doctorate at the start of supervision in a written agreement (supervisory agreement). <sup>2</sup>The supervisor shall inform the doctoral committee of the conclusion of the supervisory agreement and send a copy of the agreement. <sup>3</sup>If the doctoral candidate wishes to be admitted to the University of Bayreuth Graduate School, the chairperson of the Doctoral Committee shall forward this result to the Graduate School.

## **§ 10**

### **Doctoral aptitude assessment**

- (1) Applicants who fulfil the following requirements may undergo a procedure to determine their suitability for doctoral studies:
1. Graduates of subject-related degree programmes with a Diplom (FH) degree who have passed their final examination with an overall grade of at least "good" and who have completed a final thesis that was graded at least "good".
  2. Graduates of subject-related degree programmes leading to a teaching degree at primary, lower secondary or intermediate secondary schools who have passed their final examination with an overall grade of at least "good" and who have completed a final thesis that was graded at least "good". In these cases, the subject in which the doctorate is to be completed must have been studied as a teaching subject (= major subject).
  3. Graduates who have completed a subject-related university degree outside the area of application of the Basic Law of the Federal Republic of Germany that has been recognised as non-equivalent and who have passed their final examination with an overall grade of at least "good" and have completed a final thesis that has been assessed with a grade of at least "good".
  4. Graduates of bachelor's programmes at universities and universities of applied science who have passed their final examination with an overall grade of "very good" and who have completed a thesis that was graded "very good".
- (2) <sup>1</sup>The application for admission to the doctoral aptitude assessment must be submitted in writing to the dean of the Faculty of Languages & Literatures. <sup>2</sup>The applicant must enclose the following with the application
1. a curriculum vitae with the documents relating to his/her career,
  2. proof of meeting the admission requirements specified in para 1;
  3. a statement as to the subject area in which he/she is pursuing a doctorate;



4. an official certificate of good conduct if the candidate's enrolment ended more than three months ago. In the case of foreign citizens, a certificate recognized as equivalent by the University of Bayreuth must be submitted. This can be an extract from the criminal record from one's home country, a certificate of good conduct, or a comparable document. If the applicant is enrolled or is a public servant, the certificate of good conduct may be waived.
- (3) Admission to the doctoral aptitude assessment shall be refused if the applicant
  1. does not fulfil the admission requirements specified in para 1 nos. 1 and 2,
  2. has proven to be unworthy of holding the doctoral degree due to his or her conduct,
  3. the documents and declarations mentioned in para 2 sentence 2 are not submitted in full.
- (4) <sup>1</sup>The dean shall decide on admission to the doctoral aptitude assessment in accordance with paragraph 2 or the refusal of admission to the doctoral aptitude assessment in accordance with paragraph 3. <sup>2</sup>The decision shall be communicated to the applicant in writing; if admission is refused, §12 para 3 sentence 2 shall apply accordingly. <sup>3</sup>All other decisions relating to admission to the doctoral aptitude assessment shall be made by the doctoral committee. <sup>4</sup>The dean shall ensure that the procedure is conducted properly.
- (5) <sup>1</sup>After admission to the doctoral aptitude assessment process, the appointed examiner for the doctoral aptitude assessment shall, in agreement with the doctoral committee, determine the coursework to be completed amounting to at least 30 credit points (at least 60 credit points for BA graduates) in master's, Diplom or teaching degree programmes at the University of Bayreuth relevant to the doctoral project; relevant coursework already completed may be credited. <sup>2</sup>The coursework is completed by examinations in accordance with the examination regulations of the respective degree programme. <sup>3</sup>The average of the examinations, weighted according to the credit points earned, must yield at least the grade "good". <sup>4</sup>On successful completion of the examinations, the examination certificates are submitted to the designated examiner for confirmation. <sup>5</sup>The doctoral committee may recognise non-university achievements in the case of equivalence.
- (6) If an applicant is aiming for a doctorate in didactics, a second state examination that has already been passed will be recognised as a substitute for the achievements in accordance with para 5 sentence 1 as part of the doctoral aptitude assessment.
- (7) The applicant shall receive a certificate signed by the chairperson of the doctoral committee confirming that he or she has passed the doctoral aptitude assessment process.
- (8) After successfully passing the aptitude assessment and fulfilling the requirements for acceptance according to § 7 of the present regulations, the applicant receives written confirmation from the faculty of acceptance for doctoral research.

## § 11

### **Application for admission to the doctoral examination process**

- (1) <sup>1</sup>The application for admission to the doctoral aptitude assessment must be submitted in writing to the dean of the Faculty of Languages & Literatures. <sup>2</sup>The application must include:
1. the confirmation of acceptance for doctoral research,
  2. three identical copies of the dissertation that fulfils the requirements specified in § 13 para 1 and 2,
  3. the following affidavit: I hereby declare in lieu of an oath that I have written this thesis without the unauthorized assistance of third parties and without the use any aids other than those stated; the ideas taken directly or indirectly from external sources are identified as such.
  4. a declaration by the applicant that he or she has not already submitted the dissertation in another procedure for the award of an academic degree,
  5. the applicant's curriculum vitae, providing information in particular about his or her educational background,
  6. an official certificate of good conduct, not older than three months; in the case of international doctoral researchers, proof recognised as equivalent by the University of Bayreuth must be submitted. This can be an extract from the criminal record from one's home country, a certificate of good conduct, or a comparable document. If the doctoral researcher is enrolled or is a public servant, the certificate of good conduct may be waived.
  7. a declaration of the examiners requested by the doctoral researcher
  8. if applicable, the notification of the doctoral committee's approval to hold the oral examination in a foreign language,
  9. if applicable, the requests pursuant to § 25 and § 26.
  10. the supervisory agreement pursuant to § 7 para 1 no. 5,
  11. the electronic version of the dissertation as well as a declaration of consent by the doctoral researcher that the electronic version of the dissertation may be subjected to a separate review that it was written independently carried out in compliance with his or her copyright and data protection,

12. a declaration of consent by the doctoral researcher that in the event of suspected scientific misconduct investigations may be carried out by internal university bodies of academic integrity.
  13. a declaration by the doctoral researcher that no investigation or criminal proceedings are pending against him or her for a crime or intentional offence,
  14. a declaration by the doctoral researcher that he or she has not used and will not use any commercial doctoral services;
- (2) <sup>1</sup>The dean shall examine whether the application for admission to the doctoral examination process fulfils the requirements specified in para 1; the decision made in accordance with § 7 shall be binding. <sup>2</sup>If this is not the case and the deficiencies are not remedied within a reasonable period set by the dean, the dean shall reject the application as inadmissible. <sup>3</sup>§ 4 para 3 sentence 6 applies *mutatis mutandis*.

## § 12

### **Decision on acceptance for doctoral research and admission to the doctoral examination process; provisions relating to withdrawal**

- (1) Acceptance for doctoral research is to be refused if the requirements specified in § 7 are not fulfilled.
- (2) Admission to the doctoral examination process is to be refused if
  1. acceptance for doctoral studies has not been granted or
  2. the documents required under § 11 are incomplete, or
  3. the doctoral researcher has shown himself or herself to be unworthy of holding a doctoral degree by his or her conduct.
- (3) <sup>1</sup>The doctoral committee shall decide on applications for acceptance for doctoral studies and admission to the doctoral examination process. <sup>2</sup>The doctoral committee may delegate these decisions to the dean; in these cases, § 4 para 3 sentence 6 shall apply accordingly. <sup>3</sup>The decision shall be taken within one month of receipt of the application.
- (4) <sup>1</sup>If the application for admission to the doctoral examination process fulfils the requirements specified in § 11, the dean shall submit it to the doctoral committee with a written statement as to whether the admission requirements have been met. <sup>2</sup>In the doctoral examination process, the chairperson of the doctoral committee should ensure that the period between the application for admission to the doctoral examination process and the viva voce does not exceed three months.

- (5) <sup>1</sup>The doctoral researcher may withdraw from the doctorate at any time, provided that no request for admission to the doctoral examination process has been submitted. <sup>2</sup>If he or she withdraws from the doctorate at a time when he or she has not yet received a negative decision on admission to the doctoral examination process, the dissertation is deemed not to have been submitted. <sup>3</sup>If the doctoral researcher withdraws his or her request for admission after he or she has received a negative decision on the dissertation or after the oral examination has begun, the doctorate is deemed to have ended without success. <sup>4</sup>The dean will issue a written decision to the doctoral researcher, stating the reasons for the decision and providing information on how to appeal the decision. <sup>5</sup>Requests in accordance with sentences 1 to 3 shall be addressed to the dean. <sup>6</sup>Upon withdrawing from the doctorate the supervisory agreement shall be deemed cancelled.

### **§ 13**

#### **Dissertation**

- (1) <sup>1</sup>The dissertation must represent an independent academic achievement and contribute to the solution of scholarly questions. <sup>2</sup>It should not yet have been published and must not be identical to a previously written thesis. <sup>3</sup>The dissertation must be written in German; in modern philological subjects, in subjects that focus exclusively on foreign cultures and in other justified individual cases, the doctoral committee may also authorise a foreign language. <sup>4</sup>If the dissertation is written in a foreign language, a detailed summary in German must be included.
- (2) <sup>1</sup>The dissertation shall be submitted in typescript; it shall be bound or stapled and paginated and shall also contain a table of contents and an abstract setting out the problem and findings. <sup>2</sup>The literature used and any other aids are to be stated in full; passages taken verbatim or almost verbatim from the literature are to be identified. <sup>3</sup>The dissertation must also be submitted in electronic form to make it available for separate review by members of the faculty who are authorized to administer examinations as specified by the doctoral committee. <sup>4</sup>This review must respect copyright and data protection.

### **§ 14**

#### **Assessment of the dissertation**

- (1) <sup>1</sup>After admission to the doctoral examination process, the doctoral committee shall immediately appoint two reviewers to assess the dissertation, one of whom must be a professor of the faculty who is authorised to conduct examinations. <sup>2</sup>The supervisor of the thesis is usually appointed as the reviewer; this also applies if the supervisor has been appointed to another university. <sup>3</sup>The doctoral committee may also appoint authorised examiners from other faculties of the University of Bayreuth or other scientific universities as additional examiners. <sup>4</sup>At least one reviewer must represent or have represented the subject from which the topic of the dissertation was taken. (4)

<sup>5</sup>In the case of doctorates with universities of applied sciences /HAWs (§ 23), the dissertation is supervised equally by the participating teaching staff of the university of applied sciences/HAW and the university who are authorized to administer examinations, and the supervisory agreement is concluded jointly with the applicant. <sup>6</sup>Sentence 2 applies *mutatis mutandis*.

- (2) Each reviewer will submit a written review of the dissertation within three months and propose the acceptance or rejection of the dissertation and a grade according to § 17 para 1.
- (3) <sup>1</sup>In place of rejection, each reviewer may suggest that the dissertation be returned to the candidate for revision. <sup>2</sup>Each reviewer may also propose that the acceptance of the dissertation be linked to the condition that the candidate make changes or additions before publication; these must be adequately specified in the proposal.
- (4) The examination committee appoints a further reviewer if the reviewers' recommendation for the assessment of the dissertation differ by more than one grade or with regard to the acceptance or rejection of the dissertation, or if a reviewer requests the appointment of a further reviewer.
- (5) <sup>1</sup>When all reviews are available, the dissertation and the reviews are made available to the authorized examiners of faculty for two weeks by displaying them or sending the electronic version. <sup>2</sup>The dean shall inform the authorised examiners in writing of the start of the display period. <sup>3</sup>The latter may comment on the reviews in writing within the display period or submit a review of the dissertation themselves.
- (6) <sup>1</sup>After the expiry of the time limit for submission, the examination committee decides on the assessment of the thesis on the basis of the submitted reviews and any comments submitted in accordance with paragraph 5 sentences and 6. <sup>2</sup>If the dissertation is assessed with the grade "satisfactory" or a better grade, it is accepted, if it is assessed with the grade "unsatisfactory", it is rejected. <sup>3</sup>If the doctoral committee wishes to assess the dissertation with the grade "with distinction", the doctoral committee shall obtain a further review from a professor authorised to conduct examinations who is not a member of the University of Bayreuth. <sup>4</sup>On receipt of this review, the doctoral committee shall make a final decision on the grade on the basis of all reviews submitted and any comments made in accordance with paragraph 5 sentence 3. <sup>5</sup>At the meeting of the examination committee, the reviewers and the authorised examiners who have submitted comments in accordance with paragraph 5 sentence 3, or who have submitted a review themselves, shall be given the opportunity to present their views. <sup>6</sup>The doctoral committee may combine the acceptance of the dissertation with the requirement for the doctoral candidate to make changes or additions prior to publication, which must be sufficiently specified; in this case, it shall appoint a reviewer to check the fulfilment of the requirement.
- (7) <sup>1</sup>The doctoral committee may appoint one or more additional reviewers before deciding on the assessment of the dissertation. <sup>2</sup>The further procedure in this case shall be in accordance with paras. 2, 3, 5, and 6.

- (8) <sup>1</sup>If the dissertation is rejected, the doctoral candidate may submit a new dissertation within one year of the announcement of the rejection; at the request of the doctoral candidate, the dean may extend this period once by a maximum of one year. <sup>2</sup>The further procedure shall be governed by paragraphs 1 to 7. <sup>3</sup>If the doctoral candidate fails to submit the new dissertation by the deadline or if the new dissertation is also rejected, the doctoral examination procedure shall be terminated without success; §12 para 3 sentence 2 shall apply accordingly.
- (9) <sup>1</sup>The doctoral committee may return a dissertation to the doctoral researcher for revision if it would have to be rejected. <sup>2</sup>In this case, the applicant may also submit a new dissertation instead of the revision. <sup>3</sup>The doctoral candidate must submit the revised or new dissertation within one year of returning the dissertation; at the request of the doctoral candidate, the dean may extend this deadline once by a maximum of one year. <sup>4</sup>A revised dissertation shall be assessed by the reviewers appointed for the original dissertation, insofar as they are still available; in all other respects, paragraphs 1 - 7 apply. <sup>3</sup>If the doctoral candidate fails to submit the new or revised dissertation by the deadline or if the new or revised dissertation is also rejected, the doctoral examination procedure shall be terminated without success; §12 para 3 sentence 2 shall apply accordingly.

## **§ 15**

### **Oral examination**

The oral examination is held in the subjects listed in the annex chosen by the doctoral candidate as a viva voce examination.

## **§ 16**

### **Viva voce**

- (1) <sup>1</sup>The viva voce is a collegiate individual examination. <sup>2</sup>It should show whether the doctoral candidate has an in-depth understanding of his or her subject and other subject areas touched upon by it and can appropriately apply methods and theories essential to his or her subject.
- (2) <sup>1</sup>The chairperson of the doctoral committee shall, in agreement with the examiners, determine the date for the viva voce and shall invite the following in writing:
- the doctoral candidate,
  - the reviewers,
  - the members of the doctoral committee,
  - the lecturers of the faculty,

and announces the date university-wide. <sup>2</sup>The doctoral candidate must be invited in writing at least 14 days before the start of the viva voce.

- (3) <sup>1</sup>The chairperson of the doctoral committee shall chair the viva voce. <sup>2</sup>As a rule, the examiners shall be the two reviewers. <sup>3</sup>The chairperson may appoint a substitute examiner in justified cases. <sup>4</sup>All other university lecturers present have the right to ask questions. <sup>5</sup>The viva voce examination shall generally be two hours in duration. <sup>6</sup>A written record of the examination proceedings is to be made.
- (4) <sup>1</sup>The dissertation is publicly defended in the viva voce. <sup>2</sup>The doctoral candidate opens the viva voce with a presentation of up to 20 minutes in which he or she presents the findings of his or her dissertation. <sup>3</sup>The viva voce examination shall cover the area of the dissertation and, in addition, selected problems of the subject and related areas of other subjects.
- (5) <sup>1</sup>After the viva voce examination, the two examiners shall determine the oral grade in consultation with the chair of the doctoral committee in camera. <sup>2</sup>Each examiner shall propose a grade in accordance with § 17 para 1. <sup>3</sup>The viva voce is passed if all examiners have awarded at least the grade "satisfactory". <sup>4</sup>If the examiners' grades differ, an attempt should be made to reach agreement in consultation with the chairperson of the doctoral committee. <sup>5</sup>If this is not possible, the chairperson of the doctoral committee shall determine the grade.
- (6) <sup>1</sup>If the viva voce is failed, the dean will issue a written decision to the doctoral researcher, stating the reasons for the decision and providing information on how to appeal the decision. <sup>2</sup>The doctoral candidate may repeat the failed viva voce once. <sup>3</sup>The application for a repeat examination must be submitted to the dean within one year of notification of the failure to pass the viva voce examination; upon request, the dean may extend this period for special reasons beyond the control of the doctoral candidate. <sup>4</sup>If the doctoral candidate does not apply for the repetition of the viva voce in due time or does not pass the viva voce even after the repetition, the doctoral examination process ends without success; sentence 1 applies accordingly.
- (7) The doctoral examination procedure shall be deemed to have been unsuccessful if the doctoral candidate fails to appear at the oral examination for reasons for which he or she is responsible or withdraws from the oral examination after it has begun; § 12 para 3 sentence 2 shall apply mutatis mutandis.

## § 17

### **Assessment of doctoral performance, overall grade**

- (1) The dissertation and the performance in the viva voce are each assessed with one of the following grades:
- with distinction (0) = "summa cum laude",

very good (1.0) = "magna cum laude",  
good (2.0) = "cum laude",  
satisfactory (3.0) = "rite",  
unsatisfactory (4.0).

- (2) <sup>1</sup>The overall grade of the doctorate is determined by the dean; it is calculated as the arithmetic mean of the grade of the dissertation and the grade of the viva voce, with the grade of the dissertation being counted twice. <sup>2</sup>Two decimal places are taken into account without rounding. <sup>3</sup>This results in an average of
- 0.00 to 0.49 the grade "summa cum laude",  
0.50 to 1.49 the grade "magna cum laude",  
1.50 to 2.49 the grade "cum laude",  
2.50 to 3.49 the grade "rite".
- (3) <sup>1</sup>After the overall grade of the doctorate has been determined, the dean hands out an examination certificate to the doctoral candidate. <sup>2</sup>It contains the overall grade, the grade of the dissertation and the grade of the viva voce. <sup>3</sup>The examination certificate is signed by the dean on the date of the last examination; it does not entitle the holder to use the doctoral degree.

## § 18

### Access to files

<sup>1</sup>After receipt of the examination certificate in accordance with § 17 para 3 or after unsuccessful completion of the doctoral examination process, the doctoral researcher may inspect the documents relating to the doctorate. <sup>2</sup>The time and place for granting access to the documents is determined by the dean. <sup>2</sup>The request must be submitted to the dean of the Faculty of Languages & Literatures within one month of receiving the examination certificate in accordance with § 17 para 3 or of the unsuccessful completion of the doctoral procedure. <sup>4</sup>The procedure for inspection in these and other cases in which a request for access is made is governed by Art. 29 ff. BayVwVfG.

## § 19

### Invalidation

- (1) If the doctoral candidate has cheated in a doctoral assessment component, the doctoral committee shall declare the doctoral examination failed; if the doctoral examination process has not yet been completed, it shall discontinue it.



- (2) <sup>1</sup>If the deception or other illegality only becomes known after the diploma has been issued, the doctoral examination can be subsequently declared failed by doctoral committee. <sup>2</sup>Withdrawal of the doctoral degree is governed by the statutory provisions (Art. 48 BayVwVfG).
- (3) If the registration requirements for the examinations were not met by the candidate without this having involved any cheating on the part of the candidate, and if this fact does not come to light until after the examination certificate is issued, then this fault shall be considered rectified via the candidate's passing of the master's examination.
- (4) <sup>1</sup>In the case of suspected academic misconduct, the doctoral committee will only make a decision once the Committee for Research Integrity has submitted its report. <sup>2</sup>If the doctoral committee has already decided in advance in special cases, the further report by the Committee for Research Integrity will remain unaffected. <sup>3</sup>Waiving the doctoral degree is no longer possible once the doctoral committee or the Committee for Research Integrity has begun investigating the question of scientific misconduct.
- (5) <sup>1</sup>In all other respects, the withdrawal of admission to the doctoral examination procedure and the revocation of the doctoral degree are governed by Art. 101 BayHIG in conjunction with the relevant provisions of the BayVwVfG. <sup>2</sup>The doctoral committee is responsible for the decision.
- (6) <sup>1</sup>In the cases of paragraphs 1, 2 and 4, the person concerned must be given the opportunity to comment before the decision is made (Art. 28 BayVwVfG). <sup>2</sup>Negative decisions are to include a rationale and information on how to appeal.

## § 20

### **Reproduction of the dissertation and delivery of the deposit copies**

- (1) <sup>1</sup>The doctoral researcher must make the dissertation available to the scientific public through reproduction and distribution. <sup>2</sup>Before copying, he or she must submit a copy of the dissertation to the dean for authorisation to copy; if necessary, he or she must enclose a confirmation from the appointed reviewer (§14 para 6 sentence 6) that the requirement to amend or supplement the dissertation has been fulfilled.
- (2) Within two years of receiving the examination certificate, the doctoral candidate must submit 40 deposit copies in book or photo print as well as an electronic version - on a suitable data carrier - with an attached curriculum vitae to the faculty free of charge.
- (3) <sup>1</sup>If the dissertation is published unabridged in a journal or a commercial publisher takes over the distribution of the unabridged dissertation via the book trade, the doctoral candidate may submit five copies of the publication with an attached curriculum vitae instead of the mandatory copies specified in para 2. <sup>2</sup>In these cases, a minimum print run of 150 copies must be demonstrated for a physical publication. <sup>3</sup>The minimum print run may be waived if proof of publication in an open

access format or as an eBook is submitted.<sup>4</sup> Furthermore, the publication must be clearly labelled as a dissertation in an appropriate place, stating the place of the dissertation.<sup>5</sup> The dissertation may also be published in electronic form, the data format and data carrier of which must be agreed with the university library.

- (4) With the delivery of the electronic version or the deposit copies, the candidate must submit a written declaration that the electronic version or the deposit copies are identical in content to the version for which printing permission was granted.
- (5) At the request of the doctoral candidate, the doctoral committee may authorise the dissertation to be published in a foreign language.
- (6) The doctoral researcher grants the University of Bayreuth the right in writing to publish his/her name, the topic of the dissertation, the abstract, the date of submission and the date of the viva voce examination and, in the event that he/she has chosen a type of publication in accordance with para 2, also the right to produce and distribute further copies of his/her dissertation.
- (7) The dean may extend the deadline for the delivery of the deposit copies at the request of the applicant.
- (8) If the doctoral researcher misses the deadline for the delivery of the deposit copies, all rights acquired through the successful completion of the examination process expire; § 12 para 3 sentence 2 applies mutatis mutandis.

## **§ 21**

### **Diploma and completion of the doctorate**

- (1) If the requirements specified in § 20 are fulfilled, the doctoral researcher shall receive a diploma certifying the successful completion of the doctoral examination.<sup>2</sup> In the case of doctorates awarded in cooperation with universities of applied sciences/HAWs (§ 23), the university of applied sciences/HAW involved must also be stated on the diploma.
- (2) <sup>1</sup>The diploma shall be drawn up in German and shall contain
  - the name of the university and the faculty,
  - the first and last names of the doctoral researcher, date and place of birth,
  - the degree conferred,
  - the title of the dissertation,
  - the date of the oral examination,
  - the final grade of the doctorate,

- the name and signature of the President of the University of Bayreuth and the dean of the faculty,
- the seal of the University of Bayreuth.

<sup>2</sup>The date of issue of the diploma is the date of the day of the viva voce examination. <sup>3</sup>In addition, an English translation will be produced.

- (3) <sup>1</sup>The diploma will be issued by the dean together with the English translation. <sup>2</sup>The doctorate is completed and finalised with the award of the doctorate; the doctoral candidate thereby receives the right to use the academic degree of Doktor der Philosophie/ Doktorin der Philosophie (Dr. phil.).
- (4) Following a successful oral examination, the doctoral certificate may be issued prematurely upon request if the doctoral candidate submits a text of the dissertation approved for reproduction by the examiners in a file format suitable for online publication that has been agreed with University of Bayreuth's Library and grants the Library the right to publish this text if he or she does not fulfil his or her obligation to reproduce the dissertation and deliver deposit copies within the deadlines specified in § 20 para 2 and 7; § 20 para 8 shall not apply in this case.
- (5) The dean may permit the doctoral researcher to use the doctoral degree for a limited period of time before the diploma is awarded if the doctoral researcher has fulfilled the requirements specified in § 20 or if the publication of the dissertation and the delivery of the deposit copies are sufficiently assured by a binding declaration of the publisher.

## § 22

### **Doctorate in joint supervision with a foreign partner institution**

- (1) A doctoral examination process carried out jointly with a foreign partner institution requires that
1. the doctoral candidate fulfil the requirements for acceptance for the doctorate and for admission to the doctoral examination process both according to the present doctoral regulations (§7 and §11) and according to the corresponding regulations of the partner institution,
  2. the foreign educational institution is authorized to award doctorates according to its national legislation and the academic degree to be awarded by it would have to be recognized in the area of application of the Higher Education Framework Act;
  3. a contract is concluded with the foreign educational institution on the implementation of the joint doctorate, which must be approved by the faculty council.

- (2) <sup>1</sup>In accordance with the more detailed provisions of the contract pursuant to para 1 number 3, University of Bayreuth's Faculty of Languages & Literatures or the foreign educational institution may be in charge of the procedure. <sup>2</sup>The contract must contain provisions on the number of copies of the dissertation to be submitted (§11) and the mandatory copies to be submitted in the event of success (§ 20); the contract may contain a provision in accordance with § 21 para 4. <sup>3</sup>The doctoral candidate receives a copy of the contract.
- (3) <sup>1</sup>The dissertation is to be delivered to the lead institution. <sup>2</sup>§12 shall remain unaffected. <sup>3</sup>A dissertation which has already been submitted to one of the participating educational institutions and accepted or rejected prior to the conclusion of an agreement in accordance with para 1 number 3 may not be the subject of a joint doctoral process.
- (4) <sup>1</sup>The lead institution appoints reviewers for the dissertation. <sup>2</sup>At least one reviewer must be a member of the Faculty of Languages & Literatures at the University of Bayreuth. <sup>3</sup>If the reports are not written in English or German, the lead institution shall provide translations into one of these languages. <sup>4</sup>On receipt of the reviews, these and the dissertation are submitted to both participating educational institutions. <sup>5</sup>Each of the educational institutions shall decide independently on the acceptance of the work and its assessment; §14 para 5- 7 shall remain unaffected. <sup>6</sup>If one of the two institutions rejects the dissertation, the joint procedure is terminated. <sup>7</sup>If the dissertation was only rejected by the foreign educational institution, the procedure at University of Bayreuth is continued according to the general provisions of the present doctoral regulations.
- (5) <sup>1</sup>If the dissertation has been accepted by both institutions, the oral examination takes place at the lead institution. <sup>2</sup>Equal participation of both institutions in the doctoral committee must be ensured; this can be achieved through equal representation or weighting of votes. <sup>3</sup>The vote of the representatives of the University of Bayreuth is subject to §16 para 5. <sup>4</sup>If the University of Bayreuth is the lead institution, the professors of the foreign educational institution may also be invited in deviation from § 16 para 2. <sup>5</sup>If the representatives of one of the two institutions refuse to accept the oral examination, the joint procedure shall be terminated; para 4 sentence 7 shall apply *mutatis mutandis*.
- (6) <sup>1</sup>After successful completion of the doctoral examination procedure in joint supervision with a foreign educational institution, a joint doctoral certificate signed by both institutions shall be issued, by way of derogation from § 21, stating that it is a doctoral degree jointly awarded by both participating institutions for a scholarly achievement. <sup>2</sup>The agreement pursuant to paragraph 1 no. 3 ensures that any additional foreign degree awarded shall contain a reference to the joint doctoral degree with the University of Bayreuth.
- (7) Instead of a joint diploma, individual diplomas of the Faculty of Biology, Chemistry & Earth Sciences and of the partner institution can be used, which clearly show that both diplomas together constitute a joint doctoral diploma.

## **§ 23**

### **Cooperative doctorate**

- (1) The Faculty of Languages & Literatures at the University of Bayreuth enables the cooperative execution of doctorates with universities of applied science/HAWs and/or joint doctorates with Bavarian universities of applied science/HAWs on the basis of the agreement of the Bavarian universities of applied science of 19 October 2015 within the framework of the regulations of the present doctoral regulations.
- (2) Further provisions can be made through cooperation agreements between the higher education institutions.

## **§ 24**

### **Honorary doctorate**

- (1) <sup>1</sup>The faculty may award an honorary doctorate for exceptional academic or artistic achievements. <sup>2</sup>The honorary doctorate procedure is initiated upon substantiated application by at least one third of the faculty's professors in accordance with Art. 19 para 1 sentence 1 BayHIG. <sup>3</sup>The request shall be addressed to the dean. <sup>4</sup>He or she shall convene the extended doctoral committee.
- (2) <sup>1</sup>The extended doctoral committee appoints at least two professors to assess the exceptional academic or artistic achievements of the person to be honoured. <sup>2</sup>When the expert reports are available, it submits them to the faculty council together with the application and its own statement.
- (3) The faculty council shall decide on the award of the honorary doctorate after considering the application, the expert reports and the opinion of the extended doctoral committee.
- (4) <sup>1</sup>The President and the dean confer the honorary doctorate by presenting the honoured person with a certificate. <sup>2</sup>The certificate is to acknowledge the scholarly achievements of the honoured person.

## **§ 25**

### **Consideration of protective provisions**

- (1) <sup>1</sup>The utilization of protection periods of the Maternity Protection Act shall be guaranteed. <sup>2</sup>Upon request, the claiming of parental leave in accordance with the Federal Parental Allowance and Parental Leave Act (Bundeselterngeld- und Elternzeitgesetz), as well as periods for the care of a close relative within the meaning of § 7 para 3 of the Nursing Care Act who is in need of care within the meaning of § 14 and § 15 of the Eleventh Book of the Social Code (Sozialgesetzbuch),

shall be guaranteed. <sup>3</sup>The appropriate evidence must be furnished; any changes in status are to be reported immediately.

- (2) <sup>1</sup>Upon request, periods during which the doctoral studies cannot be pursued or can only be pursued to a very limited extent for reasons for which the doctoral researcher is not responsible will not be counted towards deadlines. <sup>2</sup>Corresponding evidence must be furnished; medical certificates must be presented in the case of illness. <sup>3</sup>Any changes in status are to be reported immediately.

## **§ 26**

### **Consideration of special needs of by people with disabilities or chronic illness and in special life circumstances**

- (1) <sup>1</sup>For the sake of ensuring equal opportunities, the particular needs of applicants/ doctoral researchers with disabilities or chronic illnesses are to be appropriately accommodated under the terms of Bavarian law (BayBGG). <sup>2</sup>The doctoral committee shall determine, upon written request by the applicant/doctoral researcher, according to the severity of the proven examination disability or chronic illness, the form examiners in consultation the examination shall be carried out or shall grant an extension of working time or other reasonable accommodations. <sup>3</sup>Proof of the examination disability or chronic illness must be furnished in the form of a medical certificate stating that, due to a long-term or permanent disability or chronic illness, the examination cannot be taken in whole or in part in the intended form. <sup>4</sup>The request must be included with the application for acceptance for doctoral research. <sup>5</sup>If the request is submitted later, it shall only be valid for subsequent assessment components.
- (2) <sup>1</sup>Applicants/doctoral candidates in special life circumstances may apply to the doctoral committee for reasonable accommodations in accordance with paragraph 1. <sup>2</sup>The doctoral committee shall decide on the existence of a special life circumstances and the extent of reasonable accommodations.

## **§ 27**

### **Entry into effect and transitional provisions**

- (1) The present doctoral regulations come into force on 16 September 2017; at the same time, the doctoral regulations for the Faculty of Languages & Literatures dated 20 January 2014 (UBT 2014/005) cease to apply.\*)

- (2) Doctoral examination procedures to which candidates have already been admitted when these doctoral regulations come into force shall, at the candidate's request, be completed in accordance with the regulations that were legally valid for them before these regulations came into force.
- (3) doctoral researchers who complete their doctorate in accordance with paragraph 2 will be registered online in accordance with § 7 para 5 and their personal data will be collected and processed under the conditions set out in § 8.
- (4) <sup>1</sup>For applicants who have already received a confirmation of supervision before these doctoral regulations come into force, the provisions of the present regulations shall apply with the following provisos:
  - the supervision commitment replaces the supervisory agreement to be concluded in accordance with § 9 of the present regulations;
  - these doctoral candidates must provide evidence of the other requirements for acceptance for the doctorate in accordance with § 7 with the application for admission to the doctoral examination procedure in accordance with § 11.

\*) The set of amendments dated 20 February 2024 contains the following provisions with regard to the effective date:

These regulations go into effect on 21 February 2024.

## **Annex**

### **List of doctoral subjects**

*[Department of African Studies:]*

African Studies

Literatures in African Languages

*[Department of English/American Studies:]*

English Linguistics

English Literature and Cultural Studies

American Studies

General and Comparative Literature

Arabic Studies

*[Department of German Studies:]*

German Linguistics

Modern German Literature

Teaching the German Language & Literature

Germanic Medieval Studies

Intercultural German Studies

Human-Centred Data Science

Islamic Studies

*[Department of Media Studies:]*

Media Studies

Computer Game Studies

*[Department of Musicology and Theatre & Media Studies:]*

Musicology

Theatre & Media Studies

Theatre & Media Studies with special consideration of musical theatre

*[Department of Romance Studies:]*

Romance Linguistics

Romance Literary Studies