

PhD in the Department 03

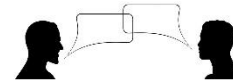
Preparing a **research proposal** and searching for an **advisor** in the Department 03.



**Before doing a
doctorate**

Electronically in MARVIN and as a printout at the Dean's office of Department 03 at least one week before the meeting of the Research and Doctoral Committee.

**Submissen of
documents**



The advisor and the doctoral candidate discuss the timeline and regularly exchange information about the progress of the dissertation.

**Writing the Doctoral
Thesis**

If admitted, the doctoral candidate will receive written confirmation of admission to the doctoral program, as well as information regarding the composition of the.

**Meeting of the
Research and
Doctoral Committee**

**Application for
Admission as a
doctoral student**

Fill out the application, including all required documents
<https://www.uni-marburg.de/de/fb03/fachbereich/dekanat/promotionen-habilitationen-postdoc/annahme> and registration in MARVIN.

**Meeting of the
Research and
Doctoral Committee**

When the application is approved, the applicant will receive a written confirmation of the acceptance as doctoral candidate, within two weeks.

**Submission of the doctoral
thesis and admission to the
doctoral examination process**

This is where the actual doctoral process begins: Submission of the doctoral thesis in the Dean's office (in triplicate) (at least one week before the meeting of the Research and Doctoral Committee), one electronic version of the dissertation and printed application form for admission to the doctoral examination, suggestion for the Second Expert of the Examination Committee.

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Deadline for submitting the review reports is two months (new regulations) or three months (old regulations).

**Request to the
Reviewers by the
Dean's office**

The Dean as head of the Examination Committee, suggests dates for the thesis defense and the Dean's Office coordinates these dates with the three reviewers and the PhD candidate.

**Scheduling the Thesis
Defense by the Dean's
office**

After the thesis defense, doctoral candidates are issued a certificate confirming that they have passed the examination and stating their individual grades.

**After the Thesis
Defense**

Once the publication of the thesis has been confirmed by the library, the Dean's Office will issue the certificate. The process to gain a doctoral degree is completed.

**Presentation of the
Certificate**

**Upon receipt of the
review reports**

Doctoral thesis and review reports will be available for review two weeks before the thesis defense. In this time the doctoral candidate may view the review reports in the Dean's Office.

**Thesis Defense
Procedure**

Pre consultation of the examination committee (15 minutes), doctoral candidate gives presentation (30 min), questioning of the candidate by the Examination Committee (the thesis defense should not last longer than 90 minutes), Follow-up consultation of the examination committee (15 min). Announcement of the results by the Dean and congratulations.

Publication

Publication and submission of the doctoral thesis as printed or as electronic version to the university library.
<https://www.uni-marburg.de/de/ub/publizieren/dissertationen>

