

Requesting party:

Mr/Ms/Mx:

Address:

Phone:

Email address:

Reg. No. *[should you have been enrolled at TU Darmstadt at one time]* Place,
date (dd mm yyyy)

To the Departmental Chairperson of the Department 2

Postal address: Residenzschloss 1, 64283 Darmstadt Email:
dekan@gugw.tu-darmstadt.de

Application for initiating the doctoral examination procedure

Dear Departmental Chairperson

With this application, I would like to request the initiation of my
doctoral examination procedure leading to the academic title:

Dr. phil. Dr. rer. pol.

The title of my doctoral dissertation is:

The thesis was written by me independently and only with the help
of the cited sources. No previous attempts to obtain a doctorate have
been made to date here or at any other university.

As assessors, I propose:

1. Assessor (supervisor)

2. Assessor

Assessor (optional)

3. Examiner

4. Examiner

Examiner (optional)

Signature of requesting party

Signature of supervisor

All fields are mandatory. Only fully completed forms will be processed.

The following documents must be submitted in paper form and in electronic form (dekanatsassistentz@gugw.tu-darmstadt.de) with the application for the opening of the doctoral procedure:

- Curriculum vitae (CV)
- An electronic copy of the dissertation in text format
- **The submission of both declarations (1) and (2) is mandatory!**
- Regarding (1): The “**Declaration concerning the initiation of the doctoral examination procedure**” has to be submitted in the original and signed by hand when you first submit your dissertation to your Departmental Office for the initiation of the doctoral procedure (cf. §§ 8 para. 1 and 9 para. 1 PO/AT).
The declaration can be found under **Declaration on the initiation of the doctoral procedure.**
- Regarding (2): The “**Declaration on the transfer of rights to the dissertation**” has to be signed and submitted to the University and State Library (ULB) (cf. § 19 para. 1 and 2 PO/AT) in your Departmental Office and to the ULB after the successful disputation when submitting an electronic version, which is mandatory for all doctoral candidates. **This does not only apply to electronic publication via the ULB.** An identical electronic version has also to be submitted to the ULB in the case of an intended print or electronic publication (exception according to § 19 para. 5 and 6 PO/AT) or in the case of a requested and approved extension of the submission deadline (exceptions according to § 20 para. 2 and 3 PO/AT) (§ 19 para. 1 PO/AT), which must be accompanied by the “**Declaration on the transfer of rights to the dissertation**”. In these cases, the upload is made to a ULB server that is not accessible to third parties.
The declaration can be found under **Declaration on the transfer of rights to the dissertation.**
- Proof of payment of the doctoral fee (copy) (100 euros onto the account of TU Darmstadt).