

This English translation is being provided for ease of reading only. Only the German original "*PROMOTIONSORDNUNG des hochschulübergreifenden Promotionszentrums Sozial-, Gesundheits- und Wirtschaftswissenschaften (Promotionszentrum SGW) der Hochschule Magdeburg-Stendal, der Hochschule Harz, der Hochschule Merseburg und der Hochschule Anhalt*" is legally binding.

**DOCTORAL DEGREE REGULATIONS
of the interuniversity Doctoral Center
Social, Health and Economic sciences
(Doctoral Center SGW)
of Magdeburg-Stendal University of Applied Sciences, Harz University of
Applied Sciences,
Merseburg University of Applied Sciences and Anhalt University of Applied
Sciences**

Based on § 18, sentence 1 and § 2, sentence 1 of the Saxony-Anhalt Higher Education Act (*Hochschulgesetz des Landes Sachsen-Anhalt, HSG LSA*) in the version published on December 14, 2010 [GVBl. LSA p. 600, 2011 p. 561], last amended by § 1 of the Act of January 18, 2021 [GVBl. LSA p. 10), in conjunction with Section II, No. 7 of the resolution of the state government on the structure of the state government of Saxony-Anhalt and the delimitation of business areas (*Beschluss der Landesregierung über den Aufbau der Landesregierung Sachsen-Anhalt und die Abgrenzung der Geschäftsbereiche*) of May 24/June 7, 2016 [MBI. LSA p. 369, last amended by the resolution of July 28, 2020 (MBI. LSA p. 289)] and on the basis of the Ordinance on Awarding the Right to Confer Doctorates at Universities of Applied Sciences (HAWPromVO) of May 3, 2021 (GVBl. LSA p. 229) and the Act of Awarding the Right to Confer Doctorates in Social Sciences, Health Sciences and Economics to Magdeburg-Stendal University of Applied Sciences, Harz University of Applied Sciences, Merseburg University of Applied Sciences and Anhalt University of Applied Sciences by the Saxony-Anhalt State Ministry of Economics, Science and Digitalization dated May 26, 2021, these universities have issued the following joint doctoral degree regulations:

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§ 1 Scope

The Doctoral Center SGW is interdisciplinary and anchored at Magdeburg-Stendal University of Applied Sciences, Harz University of Applied Sciences, Merseburg University of Applied Sciences and Anhalt University of Applied Sciences (hereinafter referred to as partner universities). It shall exercise the right to confer doctorates in accordance with these Regulations. Further details are regulated by the statutes of the doctoral center.

§ 2 Doctorate

- (1) In accordance with the provisions of these doctoral degree regulations, the partner universities confer the following academic degrees, depending on the respective field of study
- Doctor of Philosophy (Dr. phil.)
 - or
 - Doctor of Economics (Dr. rer. pol.)

after a successful completion of the doctorate procedure.

- (2) The doctoral achievement consists of an in-depth written scientific work (dissertation) and the oral defense in the form of a oral defense of the dissertation. With the dissertation, the doctoral candidate demonstrates the ability to achieve, through independent scientific work, results that promote the development of the scientific branch and its theories and methods.
- (3) Upon presentation of at least three outstanding scientific papers, of which the candidate has made the major scientific contribution in at least two (usually as first author), and which have been published or accepted for publication in peer-reviewed, internationally recognized journals, the dissertation may be prepared as a cumulative dissertation upon proposal of the supervisor.

§ 3 Responsibilities and organization

- (1) Participants in the doctorate procedure are:
1. the doctoral committee according to § 4,
 2. the supervisors according to § 7,
 3. the reviewers according to § 12,
 4. the doctoral panel according to § 15.
- (2) A separate doctoral panel is appointed for each doctorate procedure.
- (3) Decisions in the doctorate procedure are made by the doctoral committee and the doctoral panel.
- (4) The professors admitted as supervisors according to § 7 are responsible for the subject of a doctorate procedure.

§ 4 Doctoral Committee

- (1) The doctoral committee consists of five professorial voting members of the doctoral center, i.e. one chairperson and four assessors. Two representatives of the doctoral candidates of the Doctoral Center SGW belong to the doctoral committee in an advisory capacity.
- (2) The doctoral committee is chaired by a member of the center management of the Doctoral Center SGW.
- (3) The four assessors are elected by the professorial members of the Doctoral Center SGW for a period of two years, with one representative from each partner university being a member of the doctoral committee; re-election is permitted.
- (4) The advisory representatives of the doctoral candidates of the Doctoral Center SGW in the doctoral committee according to section 1 above are elected for a period of two years by the admitted doctoral candidates of the Doctoral Center SGW.
- (5) The doctoral committee decides on all formal procedural matters; in particular, it decides on
 1. the acceptance as a doctoral candidate according to § 5,
 2. the appointment of supervisors in accordance with § 7,
 3. the admission to the doctorate procedure in accordance with § 11,
 4. the appointment of reviewers in accordance with § 12,
 5. the acceptance of the dissertation according to § 14,
 6. the appointment of the doctoral panel in accordance with § 15,
 7. the execution of the doctorate in accordance with § 21.
- (6) The doctoral committee may determine supplementary subject-specific provisions regarding the degree required for acceptance as a doctoral candidate and admission requirements as well as additionally required certificates of achievement.
- (7) The doctoral committee has a quorum if it has been duly invited by the chairperson at least one week before the meeting and the majority of the voting members are present. Resolutions are passed by simple majority. Abstentions shall be deemed to be votes not cast. In the event of a tie, the Chairperson shall have the casting vote.
- (8) The doctoral committee does not meet in public session. With the agreement of all committee members or if a meeting in person is not possible for urgent reasons, a resolution may be passed by circular resolution or meetings may be held by means of information and communication technology, such as video or telephone conferences.

§ 5 Acceptance as a doctoral candidate

- (1) The application for acceptance as a doctoral candidate must be addressed to the chairperson of the doctoral committee. The application must be accompanied by:

1. Certified copies of the certificates and documents for a successfully completed university degree according to paragraph 3; international (non-German) certificates are to be submitted in officially certified translation in German,
2. an overview of the applicant's personal and educational background, copy of identity card or passport,
3. if requested by the doctoral committee, a current police clearance certificate (extract from official police records or similar document drawn up by a competent authority),
4. a detailed, written exposé of the doctoral project to be worked on independently. The synopsis should be composed of the topic proposal, the state of the research, the objectives and the contribution of the work together with the description of the approach and the methods envisaged,
5. the written confirmation of supervision in the form of a doctoral agreement, which also assures compliance with good scientific practice in accordance with the relevant regulations of the partner university,
6. a statement as to whether and with what result acceptance as a doctoral candidate has been applied for at another university, or a comparable suitability assessment procedure or doctorate procedure at another university has been finally determined as unsuccessful,
7. in the case of international applicants, proof of sufficient knowledge of the German language; proof shall be furnished in particular by means of
 - the University Entrance Language Examination in German (*Deutsche Sprachprüfung für den Hochschulzugang*) with Level 3 or
 - an English language test according to TOEFL iBT with at least 80 out of 120 points or
 - an English language test according to TOEIC (Listening/Reading at least 785 points, Speaking at least 160 points, Writing at least 150 points).

- (2) The doctoral committee decides whether to accept an applicant as a doctoral candidate. Acceptance can be refused but reasons must be given.

The application shall be rejected in particular if

1. sufficient professional supervision of the dissertation or the provision of the necessary resources by the university is not ensured, or
2. the Doctoral Center SGW does not have an independent right to confer a doctorate for the subject of the proposed topic of the doctorate or
3. there is information that would justify the revocation of the doctoral degree under state law.

There is no entitlement to a suitability assessment procedure in accordance with § 5 (6) or to acceptance. The decision of the doctoral committee will be communicated to the applicant in writing.

- (3) Prerequisite for acceptance as a doctoral candidate is:
1. a relevant Diploma, Magister or Master's degree after a degree program with a total of 300 credit points according to ECTS or 270 points based on individual examinations according to the Common Structural Guidelines of the Federal States for the Accreditation of Bachelor's and Master's Programs

(Ländergemeinsamen Strukturvorgaben für die Akkreditierung von Bachelor- und Master-Studiengängen) and a final grade at least "Good", or an ECTS rank of grade "B"; the doctoral committee decides on exceptions, or

2. a relevant degree from a German university that is considered equivalent according to the regulations of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany (KMK), or
 3. a degree from an international (non-German) degree program that is comparable to the qualification according to item 1 above, which also entitles the holder to a doctorate in the country of graduation and is classified as equivalent by the doctoral committee.
- (4) The doctoral committee decides on the equivalence of certificates and in the case of international certificates. The assessment statements of the Central Office for Foreign Education (ZAB) at the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany (KMK) are used when considering the equivalence of international certificates.
- (5) The doctoral committee may attach conditions to the acceptance and a deadline for their fulfillment, which must be prior to the initiation of the doctorate procedure (submission of the dissertation). They can extend in particular to proof of successful participation in classes and the passing of individual examinations.
- (6) If the subject area of the dissertation topic does not correspond to the completed university degree, the doctoral committee may require an additional examination in individual cases in order to promote inter- and transdisciplinary research (suitability determination procedure). The requirement of the additional examination can be waived if the proven degree in combination with additionally acquired relevant scientific knowledge and skills can be regarded as sufficient professional qualification for the planned doctoral project. The decision is made by the doctoral committee.
- (7) If the doctoral committee approves the application for acceptance, the supervision, the examiners' assessment and subsequent implementation of the procedure is guaranteed in accordance with these doctoral degree regulations.
- (8) Accepted doctoral candidates may enroll at the university affiliated with the doctoral center where the doctorate is being conducted. This is the university to which the lead supervisor belongs. Further details are regulated by the university's enrollment regulations.

§ 6 Dissertation

- (1) The dissertation, as an independent achievement meeting scientific standards, must contribute to the further development of scientific knowledge, methods and theories. It must be submitted in German or English. A summary must be included in both German and English.

- (2) The dissertation must be accompanied by a list of all sources used and a declaration by the doctoral candidate that they have written the dissertation independently - apart from the help expressly mentioned in it.
- (3) Theses that have already served examination purposes (e.g. Bachelor's and Master's theses) will not be accepted as dissertations. However, results of such examination papers may be used for the dissertation, and the papers in question must be cited in the list of sources.
- (4) Parts of the dissertation may have been published in advance. A statement about this must be made in the dissertation paper.
- (5) The doctoral panel has a right to inspect the relevant research data in accordance with current data protection legislation. Exceptions must be justified and approved by the doctoral committee at the time of application.

§ 7 Principles of good scientific practice

The universities belonging to the Doctoral Center undertake to comply with the following principles of good scientific practice:

- (1) Doctoral candidates complete their studies with a scientific thesis. In addition to professional competence, the respective university must provide them with a theoretically and methodologically based basic attitude towards scientific work, responsible handling of results and cooperation with other scientists.
- (2) Doctoral candidates are entitled to regular scientific supervision, advice and support.
- (3) Doctoral candidates are required to
 1. log and complete documentation as well as storage of their research results,
 2. work responsibly and collegially,
 3. report regularly on the progress of their research work and
 4. participate in at least two seminars and events accompanying the doctorate.

§ 8 Appointment of supervisors

- (1) Dissertations are written under the supervision of a professor (lead supervisor) who is a member of the Doctoral Center SGW. A secondary supervisor may be appointed.
- (2) The following persons may be appointed as secondary supervisors:
 1. Professors of the Doctoral Center SGW at the partner universities.
 2. professors holding a doctorate and full-time employment from another discipline at the partner universities,
 3. retired professors holding doctorates, substitute professors holding doctorates, honorary professors holding doctorates,
 4. professors holding a doctorate and employed full-time by another university of applied sciences or university,

5. scientists holding a doctorate and correspondingly proven scientific qualification according to § 3 HAWPromVO.

Secondary supervisors do not have to be members of the Doctoral Center SGW.

- (3) The purpose of the appointment is to ensure that the supervisors have the resources necessary for supervision and can supervise the dissertation to its anticipated completion.
- (4) If a supervisor leaves the university before completion of the doctorate procedure, the supervision can be continued if the supervisor commits himself/herself in writing to the doctoral committee to continue to participate in the doctorate procedure.
- (5) In justified cases, the doctoral committee may appoint additional supervisors during the course of the procedure, especially in cases where a supervisor is no longer able to provide supervision.

§ 9 Supervision of the dissertation

- (1) The supervisors are responsible for the scientific supervision of the project. The lead supervisor should notify the doctoral committee of the dissertation topic (as a preliminary working title) as early as possible, even before the applicant applies for acceptance as a doctoral candidate.
- (2) Along with the application for acceptance as a doctoral candidate, the applicant must submit the written commitment of the lead supervisor in the form of a doctoral agreement. The supervisory relationship begins with the acceptance as a doctoral candidate according to § 5.
- (3) The relevant principles of the German Council of Science and Humanities on "good doctoral studies" (Wissenschaftsrat, *Positionspapier "Anforderungen an die Qualitätssicherung der Promotion*, November 2011; Drs. 1704-11) for supervision and the examiners' assessment must be adhered to. In particular, supervision includes regular scientific advice and support of doctoral candidates by the supervisors, which are to be regulated in the doctoral agreement.

§ 10 Doctoral seminars and events

- (1) The partner universities involved in the Doctoral Center SGW offer seminars, studies and events accompanying the doctorate. These include cross-disciplinary support services for the development and deepening of interdisciplinary and methodological competencies, especially for independent scientific research. Participation by doctoral candidates is not subject to grading and is not included in the calculation of the final grade. Participation is to be included in the progress reporting.
- (2) The Doctoral Center SGW can also establish subject-related doctoral colleges for the seminars and events accompanying the doctorate.

§ 11 Changes, termination of the doctoral relationship

- (1) Doctoral candidates may apply in writing to the doctoral committee for a change in supervision before submitting their dissertation, stating their reasons. If supervision becomes impossible before completion of the dissertation, it is incumbent upon the doctoral committee, at the request of the doctoral candidate, to ensure, as far as possible, that supervision is taken over by another person in accordance with § 7. In cases of conflict, all parties involved shall be given the opportunity to comment in advance.
- (2) If another member of the professorial group takes over supervision, the doctoral candidate is not required to reapply for acceptance according to § 5.
- (3) Doctoral candidates may apply in writing to the doctoral committee for an interruption or termination of the doctoral relationship before submitting the dissertation, stating their reasons. The interruption may not exceed a period of 10 years. For this purpose, in addition to a statement of reasons, a comprehensive interim report, and in the case of completion, a comprehensive final report must be submitted, which will be reviewed by the doctoral panel. The doctorate is then not considered as failed and a new application is possible.
- (4) As a rule, no more than five years should elapse between acceptance as a doctoral candidate and the opening of the doctorate procedure.
- (5) Revocation of supervision as a doctoral candidate is excluded if the delay is not the fault of the doctoral candidate.

These include in particular

1. Maternity protection according to §§ 3, 4, 6 German Maternity Protection Act,
2. parental leave in accordance with § 15 of the German Federal Parental Allowance and Parental Leave Act,
3. chronic illness or a disability within the meaning of Section 2 (1) of the Ninth Book of the German Social Code (SGB),
4. illness of children in need of care and relatives in need of care,
5. periods of performance of compulsory service under Article 12a(1) or (2) of the German Basic Law (*Grundgesetz*) or corresponding voluntary service for a period of up to two years.

The appropriate proof must be submitted to the doctoral committee.

§ 12 Admission and initiation of the doctorate procedure

- (1) The doctorate procedure is initiated by a written application of the doctoral candidate, which is to be addressed to the doctoral committee. The doctoral application must be accompanied by:
 1. an updated overview of the life and educational history,
 2. a proof of fulfillment of the requirements according to § 5, section 5,
 3. the doctoral candidate's assurance that the criteria of § 5 are still fulfilled,
 4. the dissertation in written form in triplicate and in electronic form; the title page is to be prepared in accordance with Appendix 1; the electronic version is to be

submitted anonymously (without cover page and other passages containing personal data of the doctoral candidate) for the purpose of plagiarism control in a manner determined by the university; plagiarism control may be carried out with the help of commissioned third parties; the processed research data are to be attached to the dissertation as an appendix or deposited in a research data repository and

5. a statement on whether the submitted dissertation has already been submitted in another procedure for obtaining a doctoral degree.
- (2) The dissertation must be accompanied by an affidavit (Appendix 2) with the assurance that
 1. the dissertation has been prepared independently and without unauthorized outside help and only with the stated aids,
 2. all text passages taken verbatim or in spirit from published documents and all information based on oral information are identified as such, and
 3. the principles of good scientific practice are observed.
 - (3) The decision on admission to the doctorate procedure is made by the doctoral committee.
 - (4) Upon admission of the doctoral candidate to the doctorate procedure, the doctoral committee appoints the doctoral panel.
 - (5) Approval shall be refused if the evidence required under section 1 above is not submitted or not submitted in full or, if at the time of the decision
 1. the applicant has already been admitted or is still admitted to the doctorate procedure at another university with the dissertation, or
 2. the dissertation has already been assessed as unsuitable at another university or the oral defense of the dissertation has not been passed, or
 3. facts exist that would justify a withdrawal of the doctoral degree according to state law.
 - (6) Withdrawal of the application for the doctorate procedure is permissible with special justification by the applicant and recognition of these reasons by the doctoral committee as long as the doctorate procedure has not been terminated by a negative decision on the dissertation or the oral defense of the dissertation has not begun. In any case, one copy of the submitted dissertation remains with the doctoral files.

§ 13 Appointment of the reviewers

- (1) With the admission according to § 11, the doctoral committee appoints at least two reviewers for the dissertation. Based on their scientific qualifications, they must be in a position to comprehensively assess the dissertation in terms of its technical and methodological subject matter. Supervision and an examiners' assessment must be carried out by different persons.
- (2) An assessment must be prepared by an external reviewer who fulfills the requirements according to § 3 HAWPromVO or who is a professor of a university.

- (3) In any case, one of the reviewers must be a full-time professor and member of the joint Doctoral Center SGW of the partner universities and must belong to the corresponding field of the doctoral thesis.
- (4) The following persons may be appointed as additional reviewers:
 1. Professors of the Doctoral Center SGW,
 2. professors holding a doctorate and working full-time in another discipline at a partner university,
 3. retired professors holding a doctorate, substitute professors, honorary professors, visiting professors from a partner university,
 4. professors of another university of applied sciences or university who hold a doctorate and are employed full-time.
- (5) The doctoral candidate may propose reviewers to the doctoral committee.

§ 14 Examiners' assessments

- (1) Each reviewer prepares a report on the dissertation, which is forwarded to the chairperson of the doctoral committee. In it, the reviewer proposes either acceptance or rejection of the work or, exceptionally, its return for amendment or supplementation. Along with the proposal of its acceptance, the dissertation is given one of the following ratings:
 - summa cum laude - corresponds to an outstanding, excellent performance (0),
 - magna cum laude - corresponds to a very good performance (1),
 - cum laude - corresponds to a good performance (2),
 - rite - corresponds to sufficient performance (3).

With the evaluation "non rite - corresponds to an insufficient performance (4)" the acceptance of the dissertation is rejected.

- (2) If the dissertation is proposed to be returned for changes or additions by the reviewers, the doctoral committee can decide whether the doctoral candidate can be given a deadline to make the changes. The reviewers are given the opportunity to comment again within eight weeks after the revision.
- (3) The examiners' assessments are to be written independently of each other. The assessment result must be comprehensibly justified in each assessment. If conditions are specified for the publication of the dissertation, these must be concrete and comprehensible. Review requirements can include correction, streamlining, or revision instructions.
- (4) If an examiner's assessment is not available within eight weeks after the appointment of the reviewers, the chairperson of the doctoral committee shall seek clarification. If a review is not available after a further eight weeks, the doctoral committee appoints a new reviewer.
- (5) If there is no agreement between the reviewers on the acceptance, rejection or return of the dissertation, a further assessment must be obtained within a reasonable period of time, preferably from a professor at another university in the relevant discipline. If at least

two negative assessments are submitted, the dissertation cannot be accepted. The determination of rejection is made by the doctoral committee.

- (6) The chairperson of the doctoral committee forwards all assessments to the members of the doctoral committee as well as the doctoral panel and informs the professors of the doctoral center that the dissertation and the assessments are available for inspection for 14 days at the university of the lead supervisor as well as at the respective rector's office (*Rektorat*) or board of management (*Präsidium*) of the partner universities or can be inspected via a digital platform. Within the display period, the named persons may submit a written statement on the dissertation available for inspection to the chairperson of the doctoral panel.
- (7) The doctoral candidate has the right to inspect the examiners' assessments and statements.

§ 15 Decision on the acceptance of the dissertation

- (1) After the expiry of the inspection period according to § 13, section 6, the doctoral committee finally evaluates the available statements and decides on the acceptance of the dissertation on the basis of this evaluation and the proposals of the reviewers. The doctoral candidate may be heard on this matter.
- (2) After the acceptance of the dissertation, the chairperson of the doctoral committee appoints the doctoral panel and sets the date of the oral defense of the dissertation. This should be done no later than three months after acceptance of the dissertation.
- (3) The doctoral committee may decide to return the dissertation to the doctoral candidate for amendment or supplementation within a set period of time. The doctoral candidate will be notified in writing of any changes and additions as well as the set deadline. This period shall not exceed one year. In special cases, the deadline may be extended. If the doctoral candidate resubmits the dissertation within the deadline, it shall be reassessed and decided upon in accordance with the above provisions; if they fail to meet the deadline, the dissertation shall be deemed to have been rejected and the doctorate procedure shall be deemed to have been concluded unsuccessfully.
- (4) The dissertation is rejected if the majority of all reviewers reject it in their assessments. The doctoral candidate must be informed of the rejection in writing by the doctoral committee, stating the reasons. The doctoral candidate may submit a new or an improved dissertation within a period to be determined. Further repetition is excluded.
- (5) After all examiners' assessments have been submitted, the doctoral committee determines an overall evaluation of the dissertation. This is calculated from the arithmetic mean of the individual grades awarded in the assessments. If the calculation of the average results in fractions, the better grade is awarded for values up to 0.5. An overall score of at least "rite" (3) is required for admission to the oral defense of the dissertation.
- (6) The dissertation, together with all examiners' assessments and statements, will remain on file with the dissertation committee.

§ 16 Doctoral panel

- (1) The doctoral committee shall establish the doctoral panel and appoint a chairperson who is not a member of the group of supervisors or reviewers.
- (2) The doctoral panel is composed of at least six members:
 1. The chairperson is appointed by the doctoral committee;
 2. the reviewers of the dissertation;
 3. the first supervisor and the second supervisor, provided that they fulfill the conditions of § 3 of the HAWPromVO
 4. other professors of the Doctoral Center SGW.
- (3) If members of the doctoral panel are unable to attend, the doctoral committee may appoint substitutes, but at least one of the reviewers must always be present.
- (4) The doctoral panel shall conduct and evaluate the oral defense of the dissertation. It decides whether the oral defense of the dissertation is to be repeated and sets the conditions for the publication of the dissertation and the deadline for their fulfillment.

§ 17 Oral defense of the dissertation

- (1) The oral examination is conducted for each doctoral candidate by the doctoral panel in the form of the oral defense of the dissertation.
- (2) The oral defense of the dissertation is open to all members of the university; the date will be announced at least two weeks in advance.
- (3) The doctoral candidate and the members of the doctoral panel are personally invited to this examination. The doctoral panel has a quorum if the invitation was properly issued and the majority of the members are present.
- (4) The oral defense of the dissertation is conducted by the chairperson of the doctoral panel.
- (5) The chairperson shall prepare a record of the course, essential content and result of the oral defense of the dissertation, which shall remain in the files of the doctoral committee.
- (6) On the scheduled examination date, the doctoral candidate shall give a lecture open to all members of the university on their dissertation and before the start of the oral defense of the dissertation; the duration of the lecture shall not exceed 30 minutes.
- (7) In the oral defense of the dissertation, the dissertation is publicly defended before the doctoral panel. The oral defense of the dissertation discusses the content of the dissertation, includes the examiners' assessments, and also extends to related problems of the subject and adjacent areas of other subjects, as well as to the state of research in them. Active participation in the discussion with the doctoral candidate is the responsibility of the members of the doctoral panel. The oral defense of the dissertation usually lasts between 60 to 90 minutes.

- (8) The lecture open to all members of the university and the oral defense of the dissertation may be held in English in case of submission of an English-language dissertation, if the doctoral committee has agreed to this. In the case of an English-language oral defense of the dissertation, the record must be written in German.
- (9) For the calculation of the evaluation of the oral defense of the dissertation, the grades mentioned in § 13, section 1 are to be used. Each member of the doctoral panel present assigns a grade. The final grade of the oral defense of the dissertation is calculated from the arithmetic mean of the individual grades awarded by the members of the doctoral panel. If the calculation of the average results in fractions, the better grade is awarded for values up to 0.5. The oral defense of the dissertation is passed if at least the final grade "rite" (3) is achieved. The grade of the oral defense of the dissertation is not discussed in public.
- (10) In case of a failed oral defense of the dissertation, only this oral defense of the dissertation has to be repeated. The repetition can be attempted only once, and at the earliest three months, at the latest one year, after the failed first oral defense of the dissertation. In special cases, the deadline may be extended at the request of the doctoral candidate. If the oral defense of the dissertation is or is deemed to be failed again, the doctorate procedure is concluded unsuccessfully.
- (11) If the doctoral candidate cannot perform the oral defense of the dissertation for reasons for which the doctoral candidate is responsible, or if they declare that they will not perform the disputation, the doctoral candidate shall fail the oral defense of the dissertation and the doctorate procedure shall be concluded unsuccessfully.

§ 18 Overall assessment

- (1) Immediately after the oral defense of the dissertation, the doctoral panel decides on the result of the oral defense of the dissertation in a closed session and, if the oral defense of the dissertation is passed, determines the overall assessment of the doctorate on the basis of the expert opinions and performance in the oral defense of the dissertation.
- (2) The final grade is composed of the grade for the dissertation and the grade for the oral defense of the dissertation, with the grade for the dissertation being weighted $\frac{2}{3}$ and the grade for the oral defense of the dissertation $\frac{1}{3}$. If the calculation of the average results in fractions, the better grade is awarded for values up to 0.5. The following ratings are provided:
 - summa cum laude - corresponds to an outstanding, excellent performance (0),
 - magna cum laude - corresponds to a very good performance (1),
 - cum laude - corresponds to a good performance (2),
 - rite - corresponds to sufficient performance (3),
 - non rite - corresponds to unsatisfactory performance (4).
- (3) The distinction "summa cum laude" shall only be awarded in the case of exceptionally high scientific achievements and if this distinction has been awarded in all examiners' assessments and by all members of the doctoral panel for the oral defense of the dissertation.

- (4) On the basis of the expert opinions, the doctoral panel shall determine in writing whether and, if so, which conditions are to be fulfilled for the publication of the dissertation.
- (5) Following the meeting, the chairperson informs the doctoral candidate of the overall assessment and, if applicable, the conditions for publication and points out that the right to use the doctoral degree does not commence until the doctorate has been completed in accordance with § 21. This concludes the doctorate procedure. Enrolled doctoral candidates will be removed from the university register at the end of the semester in which the overall assessment was communicated.

§ 19 Repetition of the doctoral examination

- (1) If the first attempt at a doctorate has failed due to rejection of the dissertation, a new application with submission of a new dissertation is only possible once, and at the earliest after the expiry of one year, calculated from the date of rejection.
- (2) If the doctoral achievements have lapsed due to non-fulfillment of the obligation to submit or due to other violations of these doctoral degree regulations, the doctoral committee shall decide whether and under which conditions the doctorate may be repeated. A repetition is excluded if the doctorate has been refused or the doctoral degree has been withdrawn.

§ 20 Examination files

- (1) Examination files are confidential and remain on file with the doctoral committee. During the doctorate procedure, only the members of the doctoral committee and the members of the doctoral panel are entitled to inspect the files.
- (2) After completion of the doctorate procedure, but at the latest within one year after completion of the doctorate, the doctoral candidate will be granted access to the examination files, the examiners' assessments and the records of the oral defense of the dissertation upon written application to the doctoral committee.

§ 21 Publication of the dissertation

- (1) After passing the examination, the doctoral candidate must publish the dissertation, taking into account any conditions imposed by the doctoral panel; the version to be published must be approved by the chairperson of the doctoral committee. If these requirements are not met, the doctorate is considered failed.
- (2) The publication must be marked as a dissertation of the university of the first supervisor and the Doctoral Center SGW.
- (3) The dissertation must be published within two years of passing the oral defense of the dissertation. In justified cases, the publication deadline may be extended by up to one year by the doctoral committee upon request. If the doctoral candidate fails to meet the

publication deadline in accordance with the above provisions, the doctorate is deemed to have been failed.

- (4) The publication of the dissertation can be done through different ways:
 1. Publication in a scientific series or journal or as an independent printed work in a publishing house. In these cases, eight deposit copies must be submitted to the SGW doctoral center or
 2. Submission of twelve deposit copies in bound form on age-resistant paper to the university of the lead supervisor or
 3. Publication in electronic form according to the regulations of the University and Saxony-Anhalt State Library plus the submission of eight deposit copies in bound form on aging-resistant paper to the Doctoral Center SGW.
- (5) The publication must include an abstract in German and English. The doctoral candidate must assure the conformity of the electronic version with the accepted dissertation. File format and data carrier are to be coordinated with the respective university library, which will check the delivered version for readability and compliance with the required specifications. The submission of files that do not meet the required specifications with regard to file format and data carrier or that otherwise prove to be partially or completely unreadable does not fulfill the publication requirement. The dissertation will be published on the open access and research data repository of the university libraries in Saxony-Anhalt.
- (6) The doctoral candidate permits the transmission of the dissertation electronically by the university library to the German National Library (DNB). The doctoral candidate grants the university library and the DNB the simple right to store the dissertation in an electronic archive, to reproduce it for this purpose and, if necessary, to convert it into a format suitable for storage. In addition, the doctoral candidate grants the university library and DNB the simple right to publish the dissertation and, for the purpose of making it publicly accessible, to reproduce it and to distribute it by making it available on its server or to disseminate it in data networks, as well as to enable the recording of the bibliographic data in databases.
- (7) The doctoral candidate should always submit the dissertation text and the CV in two separate documents or electronic files. However, if a CV of the doctoral candidate is a direct part of the dissertation, the doctoral candidate consents that this personal data may be transmitted by the university library to the DNB. Furthermore, the doctoral candidate consents to the processing of personal data by DNB. The processing includes, in particular, the storage of the data in an electronic archive, in the common standards file and the transmission of the data to third parties through the provision of the dissertation by DNB. This data is conditionally accessible via the website of the German National Library (DNB).
- (8) The publication must be identified as a dissertation by an appropriate title page. The title page shall state:
 1. The subject of the dissertation,
 2. the name of the Doctoral Center SGW,
 3. the names of the university of the lead supervisor,

4. the name of the doctoral candidate,
5. their previously earned academic degree,
6. title and name and university affiliation of secondary supervisor,
7. title and names and university affiliation of reviewers,
8. submission and review dates,
9. place and year of publication.

§ 22 Execution of the doctorate and award of the doctoral degree

- (1) As soon as the deposit copies of the dissertation have been handed in at the Doctoral Center SGW according to § 21, the doctorate is completed by handing over or delivery of the doctoral certificate to the doctoral candidate by the university of the lead supervisor. From this point on, the person now holding the doctorate is entitled to use the doctoral degree.
- (2) The doctoral certificate is dated on the day of the oral defense of the dissertation and is issued in triplicate. It bears the signatures of the head of the Doctoral Center SGW and the president of the university of the lead supervisor and is provided with the seal of the university. As a rule, the text of the certificate reads (Appendix 3):

"The Doctoral Center Social, Health and Economic sciences of Magdeburg-Stendal University of Applied Sciences, Harz University of Applied Sciences, Merseburg University of Applied Sciences and Anhalt University of Applied Sciences, during the term of office of the President/Rector Prof. Dr. [name] of [name] University of Applied Sciences, confers upon [Ms./Mr.] [name], born on [date] in [place], the academic degree of Doctor [specification], after they have proven their scientific qualification by their] dissertation "[title of dissertation]" and by the oral defense of the dissertation in a proper doctorate procedure under supervision of [lead supervisor], [secondary supervisor]. The overall assessment is [grade]."

- (3) At the request of the doctoral candidate, the board of management / the rector's office of the university of applied sciences of the first supervisor can issue a temporary certificate for a period of one year confirming the successful completion of the doctorate. However, this certificate does not entitle the holder to use the doctoral degree.

§ 23 Denial and withdrawal of the doctoral degree

- (1) If, before the doctoral certificate is issued or delivered, it is determined by the doctoral committee that essential requirements for admission to the doctorate have been erroneously assumed to have been met, or that the doctoral candidate has attempted cheating in their performance in the doctorate procedure or has violated good scientific practice, the doctorate shall be deemed to have been failed.
- (2) After the doctoral certificate has been delivered, the withdrawal of the doctoral degree is governed by the provisions of state law according to § 21 HSG LSA. The return of the doctoral certificate is governed by the provisions of the most recent version of the Saxony-Anhalt Administrative Procedure Act.
- (3) Prior to the decision on the denial or withdrawal of the doctoral degree, the person concerned shall be given the opportunity within a reasonable period of time to comment in writing on the allegations made.

§ 24 Appeal proceedings

The person concerned may appeal against decisions of the doctoral committee to the doctoral committee or to the president or rector of the university responsible for the execution of the doctorate. If the doctoral committee does not help the objection, it will immediately forward it with a statement to the president or the rector of the university of the lead supervisor, who will issue the decision on the objection.

§ 25 Continuation regulation doctorate procedure

- (1) If the number of professors in a department or subject-related doctoral center falls below six in accordance with § 1, sentence 1 HAWPromVO, the right to award doctoral degrees is suspended until a successor has been appointed by the responsible ministry who meets the requirements of § 3 HAWPromVO. To terminate ongoing procedures, professors from other universities who fulfill the prerequisites of § 3 HAWPromVO can be co-opted according to § 75, section 3 HSG LSA.

- (2) In the event of the dissolution of the doctoral center or the departure of a supervisor from the doctoral center, ongoing doctorate procedures can be completed. This also applies regardless of the outcome of the evaluation of the award of the right to confer doctoral degrees.

§ 26 Comes into effect

These doctoral degree regulations shall enter into force after their approval by the rector and the president of the partner universities participating in the doctoral center on the day following the last publication of the regulations in the manner provided for at the partner universities.

Issued on the basis of the resolutions of the Senate of Magdeburg-Stendal University of Applied Sciences of March 17, 2021, the Senate of Harz University of Applied Sciences of March 31, 2021, the Senate of Merseburg University of Applied Sciences of March 25, 2021 and the Senate of Anhalt University of Applied Sciences of March 24, 2021 as well as the approval by the Saxony-Anhalt State Ministry of Economics, Science and Digitalization of May 26, 2021.

Prof. Dr. Anne Lequy
Rector of Magdeburg-Stendal University of Applied Sciences

Magdeburg, _____

Prof. Dr. Folker Roland
Rector of Harz University of Applied Sciences

Prof. Dr. Jörg Kirbs
Rektor of Merseburg University of Applied Sciences

Prof. Dr. Jörg Bagdahn
President of Anhalt University of Applied Sciences

Appendix 1: Title page for the work to be submitted

[Dissertation title.]

To the Doctoral Center of Social, Health and Economic Sciences of
**Magdeburg-Stendal University of Applied Sciences, Harz University of Applied
Sciences, Merseburg University of Applied Sciences and Anhalt University of Applied
Sciences**
submitted

DISSERTATION

for obtaining the academic degree of

DOCTOR ...
Dr.

Submitted by

.....
(acad. degree first name last name)

[location], the
(submission date)

Appendix 2: Affidavit

I hereby declare that I have prepared this dissertation independently and without unauthorized outside assistance. I have not used any sources or supplementary material other than those indicated and have marked as such all text passages taken verbatim or in spirit from published or unpublished writings and all information based on oral information. Likewise, all materials provided or services rendered by others are identified as such. The principles of good scientific practice were observed.

.....
(place, date)

.....
(signature)

Appendix 3: Sample doctoral certificate

**The Doctoral Center Social, Health and Economic sciences of
Magdeburg-Stendal University of Applied Sciences, Harz University of Applied
Sciences, Merseburg University of Applied Sciences and Anhalt University of Applied
Sciences**

confers during the term of office of the rector/president Prof. Dr. [name] of the university
[name]

by this document

to [Mr./Ms.] [name], born on [date] in [place]

the academic degree of doctor [specification],

after they] have completed a proper doctorate procedure under the supervision of [lead
supervisor], [secondary supervisor],

by their dissertation "[title of dissertation]" and

has proven their scientific ability through the oral defense of the dissertation.

The overall assessment is [grade].

.....
The head of the doctoral center

.....
The Rector/President

.....
Seal of [name] University of Applied Sciences