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Non-official version of the Regulations and Procedures Governing the Doctoral Dissertation to Earn a Doctoral Degree in Philosophy at the University of Mannheim

as at 6 June 2016

(Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 16/2016, pp.5 et seqq. of 10 June 2016)

1st amendment as at 3 November 2016

(Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 30/2016, pp. 10 et seqq. of 9 November 2016)

2nd amendment as at 4 June 2019

(Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 15/2019, p. 170 of 12 June 2019)

3rd amendment as at 3 April 2020

(Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 07/2020, pp. 28 et seqq. of 17 April 2020)

4th amendment as at 26 May 2021

(Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 07/2021, p. 34 et seqq. of 28 May 2021)

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In the German language version this sentence deals with the subject of gender-neutral language. For the English language version, this is not relevant and therefore omitted.

Section 1 Type and Purpose of the Doctorate

- (1) The School of Humanities of the University of Mannheim awards the degree of the Doctor of Philosophy (doctor philosophiae – Dr. phil.) based on the successful completion of a dissertation and an oral defense.
- (2) The doctoral dissertation must result from independent work, make a significant contribution to academics and be made available for the scientific community. The dissertation and the oral defense serve to prove that the doctoral student is able to pursue independent scientific research.
- (3) If the subject-specific attachments of these regulations and procedures governing the doctoral dissertation allow for an article-based dissertation, the doctoral dissertation can include manuscripts of the doctoral student that are destined for publication. However, this

type of dissertation also requires a coherent general concept that supports the research topic. In addition, doctoral students must comply with all further subject-specific requirements defined in the attachments.

Section 2 Doctoral committee

- (1) The doctoral committee of the school makes decisions in the doctoral process, unless another body is in charge according to these regulations and procedures.
- (2) The doctoral committee is composed of university teachers, auxiliary professors (außerplanmäßige Professoren) and senior academic staff members (Privatdozenten) of the School of Humanities. Senior academic staff members (Privatdozenten) who work part-time and less than fifty percent of their work time for the University of Mannheim only have an advisory role in the decision-making processes. The dean or a designated university teacher chairs the doctoral committee.
- (3) During all meetings of the doctoral committee the rules and regulations on the procedures of decision-making bodies of the University of Mannheim apply, unless, according to these regulations and procedures governing the doctoral dissertation, no other rules apply.
- (4) The doctoral committee has a quorum if at least a quarter of the members are present. Its meetings are not open to the public. It may entrust the chair with certain tasks the committee is normally in charge of, such as
 1. appointing supervisors, evaluators and examiners as well as the appointment of an examination committee, as far as these regulations do not already stipulate a process without the involvement of the doctoral committee,
 2. extension of the doctoral process after the maximum time frame of 6 years,
 3. approving the early conferment of the doctoral certificate.

The decision to delegate tasks to the chair may be revoked at any time. A decision whether an applicant is accepted as a doctoral student cannot be delegated to the chair of the committee.

Section 3 Supervisors, Evaluators, and Examiners; Supervision

- (1) As a rule, the supervisors of the doctoral students as well as the evaluators and examiners must belong to the group of university teachers, auxiliary professors (außerplanmäßige Professoren) and senior academic staff members (Privatdozenten) affiliated with one of the fields of study at the School of Humanities listed in section 4. In exceptional cases, academic staff members with a doctoral degree whom the President's Office has entrusted with the authority to conduct examinations can be appointed as supervisors, evaluators or

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examiners. In justified cases, honorary professors who have been appointed for teaching specific subjects at the School of Humanities by the University of Mannheim can be appointed as supervisors, evaluators and examiners. With their consent, professors emeriti, university teachers and senior academic staff members (Privatdozenten) can also serve as supervisors, examiners or evaluators.

- (2) By way of derogation from subsection 1, the doctoral committee can decide to appoint university teachers, auxiliary professors (außerplanmäßige Professoren) and senior academic staff members (Privatdozenten) from other schools of the University of Mannheim or other higher education institutions as supervisors, evaluators and examiners. Professors of universities of applied sciences or cooperative state universities can also serve as supervisors, evaluators or examiners.
- (3) In case of an article-based dissertation, co-authors cannot be appointed as evaluators or examiners.
- (4) If a supervisor no longer meets the requirements listed in subsection 1 and 2 or is no longer capable of supervising the doctoral student, the doctoral committee evaluates how to ensure the successful completion of the dissertation project if the supervisor cannot be replaced.
- (5) The supervisors will supervise and advise the doctoral student during the doctoral program, receive the report on the status of the dissertation from the doctoral student and meet with them on a regular basis to discuss the progress of the dissertation; it must be ensured that the doctoral student works independently at all times.
- (6) The school must ensure that all doctoral students are supervised adequately. For this purpose, an advising agreement is to be concluded between the doctoral student and the supervisor. The doctoral student and the supervisor each receive a copy of the advising agreement. The school receives another copy of the advising agreement. The advising agreement covers the following topics:
 1. the dissertation project and an individual schedule for regular meetings in order to discuss the progress of the dissertation;
 2. information on individually conducted studies and/or a schedule listing subprojects;
 3. a mutual commitment to adhere to the principles of good research practice;
 4. rules and regulations on how to settle a dispute, section 17 remains unaffected;
 5. the evaluation period for the doctoral dissertation; section 9 subsection 2 sentence 4 remains unaffected.

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Section 4 Field of Study

- (1) The following fields of study are available at the School of Humanities of the University of Mannheim:
1. English Literary and Cultural Studies
 2. American Literary and Cultural Studies
 3. German Literary and Media Studies
 4. Romance Literary and Media Studies
 5. English Linguistics
 6. German Linguistics and Media Studies
 7. Romance Languages Linguistics and Media Studies
 8. Language and Communication
 9. History
 10. Media and Communication Studies
 11. Philosophy
- (2) The dissertation is to be submitted in English or German. If requested, the doctoral committee decides whether the doctoral dissertation can be submitted in another language.

Section 5 General Requirements for the Doctorate

- (1) In order to be admitted as a doctoral student, the applicant must have finished their
1. master's degree or
 2. bachelor's degree with a standard period of study of at least four years at a university, college of education or a college of art or
 3. a degree from a consecutive program at a university, college of education or another higher education institution entitled to confer doctorates
- in the Federal Republic of Germany in the field of study of the desired doctorate.
- (2) As a rule, the applicant's final grade must be at least "gut" ("good"). In justified cases, the doctoral committee can waive the last requirement upon written application from the supervisor.
- (3) The doctoral committee can also admit applicants who have completed a program of study acknowledged as comparable and with a comparable final grade at a foreign higher education institution. If applicants are admitted who did not complete a program of study acknowledged as comparable at a foreign higher education institution, they are required to complete four advanced seminars at master's level in the field of study of their doctorate with a grade of 1.7 or better during their doctorate. The four advanced seminars at master's level must be taught by at least two different instructors. For the recognition of foreign degrees, the recommendations of the Standing Conference of the Ministers of Education

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and Cultural Affairs as well as agreements within the scope of the cooperations between universities must be taken into account. In cases of doubt, the Central Office for Foreign Education (Zentralstelle für ausländisches Bildungswesen - ZAB) will be consulted.

- (4) Foreign applicants have to provide proof of German proficiency if they do not have a German university entrance qualification (HZB) or a degree with German as the language of instruction from a foreign higher education institution. The provided proof must be in line with the admission requirements for writing a doctoral dissertation. The documents listed in section 7 subsection 1 no. 3 of the Regulations on Admission and Enrollment (ZulmMO) can serve as proof. In exceptional cases and upon request, the doctoral committee can admit applicants even though they did not provide any of the aforementioned documents as proof of their German proficiency.
- (5) In exceptional cases, in particular if an applicant has only pursued the prospective field of study for the doctorate as their minor, the doctoral committee can recognize a degree in a field of study other than the prospective field of study for the doctorate as sufficient to be admitted as a doctoral student. In these cases, the doctoral committee can determine further requirements for the admission to the doctoral process. If doctoral students do not yet meet all of the requirements upon enrollment, they are obliged to provide proof within the first three semesters after enrollment.
- (6) For qualified graduates of a bachelor's degree to whom subsection 1 does not apply, deviating admission requirements are in place. Applicants are required to prove their eligibility for pursuing a doctorate in their prospective field of study by completing their bachelor's degree with a final grade of 1.0. Before the admission procedure begins, the applicants must submit a research proposal of 15 to 20 pages to their future supervisor. In this research proposal, the applicants must also indicate their reasons for wanting to pursue a doctorate. In those cases, the doctoral committee decides on the suitability of the applicants and the reasons justifying the exception. As part of the decision-making process, the committee considers a detailed statement from the supervisor and reviews the research proposal. In addition, the dean can have an external evaluator review the research proposal. The detailed statement must be taken into account in the decision-making process of the doctoral committee. If applicants are admitted, they are required to complete four advanced seminars at master's level in the field of study of their doctorate with a grade of 1.7 or better during the doctorate. The four advanced seminars at master's level must be taught by at least two different instructors.
- (7) The doctoral committee can also admit particularly qualified graduates of a Diplom program of a university of applied sciences, a public university of cooperative education or of the Notarakademie Baden-Württemberg in the field of study of the doctoral dissertation or a related field of study in line with section 4. In this case, the final grade of the degree must be at least 1.0 ("sehr gut"/"very good"). Before the admission procedure begins, the applicants must submit a research proposal of 15 to 20 pages to their future supervisor. In

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this research proposal the applicants must also indicate their reasons for wanting to pursue a doctorate. In those cases, the doctoral committee decides on the suitability of the applicants and the reasons justifying the exception. As part of the decision-making process, the committee considers a detailed statement from the supervisor and reviews the research proposal. In addition, the dean can have an external evaluator review the research proposal. The detailed statement must be taken into account in the decision-making process of the doctoral committee. In this case, admission is subject to the proven suitability of an applicant. In order to determine the suitability of the applicants, they are required to complete four advanced seminars at master's level in the field of study of their doctorate with a grade of 1.7 or better during the doctorate. The four advanced seminars at master's level must be taught by at least two different instructors.

Section 6 Acceptance as a Doctoral Student

- (1) The application for admission as a doctoral student must be submitted in writing to the dean of the school.
- (2) The following information must be provided as part of the application alongside with the other required documents listed below:
 - a) the title of the prospective topic of the doctoral dissertation and an informal declaration if the applicant intends to write an article-based dissertation;
 - b) a copy of the advising agreement concluded with the prospective supervisor;
 - c) a notarized copy of the university entrance qualification (HZB);
 - d) notarized copies of the proofs necessary in order to meet the admission requirements listed in section 5;
 - e) a CV and a description of the program of study the applicant completed, including detailed information on passed and failed academic and state examinations, in particular unsuccessful attempts to obtain a doctoral degree;
 - f) a statement ensuring that the applicant did not seek any agency or advisory services in return for payment.
- (3) If the admission requirements are met and there are no reasons for rejection according to section 7, the doctoral committee admits the applicants and adds them to the list of doctoral students of the school. An applicant cannot be accepted if they have already undertaken a doctorate in the same field of study and were unsuccessful. The doctoral committee decides on exceptions. Once applicants have been added to the list of doctoral students,

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they receive an official notification which allows them to enroll as a doctoral student in line with section 38 subsection 5 of the Act on Higher Education of the Land of Baden-Württemberg. Regardless of whether or not the applicants decide to enroll as doctoral students, they are entitled to use all facilities of the university in line with the respective rules and regulations for the duration of the doctorate.

- (4) If the doctoral student intends to write an article-based dissertation, subject-specific rules and regulations determined in the attachments to these regulations and procedures that were effective on the day the applicant was added to the list of doctoral students apply for the duration of the doctorate. Mandatory changes in accordance with regulations of higher-ranking legislation, court decisions or orders from an authority remain unaffected. A copy of these subject-specific rules and regulations must be signed by the doctoral student and put on file.
- (5) The dean must appoint the supervisor shortly after the admission of the student.

Section 7 Rejection as a Doctoral Student, Revocation of Admission

- (1) The doctoral committee can deny the admission of an applicant if the application is not submitted in the required form, the topic of the dissertation is not appropriate or originates from a field of study that is not sufficiently represented at the School of Humanities of the University of Mannheim or if the applicant does not fulfill the admission requirements.
- (2) Moreover, the application for admission can be denied on the grounds of reasons that would legally justify the revocation of the doctoral degree.
- (3) If the doctoral committee denies the admission of an applicant to the list of doctoral students, the applicant receives an official notification including a short explanation.
- (4) The admission as a doctoral student expires if the doctorate is not completed within the maximum time frame. The doctorate must be completed after no more than six years. In justified cases and upon request, the doctoral student can interrupt the doctorate or extend the aforementioned period of time. Upon request from the doctoral students to the dean, the doctoral committee decides on the matter. Doctoral students are responsible for including all necessary documents and proof in their request.
- (5) The admission of doctoral students may be revoked by the doctoral committee two years after their admission at the earliest if the doctoral students do not produce a written statement on the sufficient progress of their dissertation, which is confirmed by the supervisor, within one month of receiving a written request for such a statement. The deadline for providing the required proof may be extended by the doctoral committee where there are important reasons for doing so.

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Section 8 Admission to the Doctoral Process

- (1) The doctoral student must submit a written request to obtain a doctoral degree to the dean of the School of Humanities.
- (2) The request must include:
 - a) The doctoral dissertation in triplicate. The cover page of the dissertation must read "Inauguraldissertation zur Erlangung des akademischen Grades eines Doktors der Philosophie der Universität Mannheim". The back of the cover page must indicate the name of the dean. In addition, an electronic version of the doctoral dissertation and a written statement of the doctoral student confirming that both versions are identical must be submitted. The copies submitted become property of the university.
 - b) The following declaration:
 - c) "I hereby declare that the doctoral dissertation presented is my own work. I have employed no other sources or means except the ones listed. I clearly marked any quotations derived from the works of others. I did not seek unauthorized assistance from a third party."
 - d) In case of an article-based dissertation: a list of all of the academic publications and a list of all academic publications forming part of the doctoral dissertation. In addition, doctoral students must include a statement from their supervisor naming the contents of the dissertation the student worked on independently. Moreover, if doctoral students present joint work in an article-based dissertation, they must include a statement from their co-authors that confirms the declaration. Further subject-specific rules and regulations determined in the attachments to these regulations and procedures must be observed.
- (3) The request to obtain a doctoral degree can be withdrawn, provided the oral defense has not yet been scheduled and the dissertation has not been rejected.
- (4) The dean checks the request and decides on the admission to the doctoral process. For admission, the documents according to section 6 subsection 2 letters b to f must have been submitted and the admission requirements according to section 5 must be met. Concerning the rejection of the request to obtain a doctoral degree, section 7 subsections 1 to 3 apply correspondingly.

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Section 9 Acceptance and Grade of the Doctoral Dissertation

- (1) After the doctoral student has been admitted to the doctoral process, the dean, in consultation with the doctoral committee, appoints the members of the examination committee. The dean serves as the chair of the committee, which consists of at least five members. The dean may pass on the task to a university teacher working at the University of Mannheim. The examination committee consists of the supervisor of the doctoral student as well as two university teachers working in the field of study of the doctoral dissertation or a similar field of study, an auxiliary professor (außerplanmäßiger Professor) or a senior academic staff member (Privatdozent). No more than one member must either be a professor emeriti or a senior academic staff member (Privatdozenten), who works part-time and less than fifty percent of their work time for the University of Mannheim. The doctoral student must be granted the chance to put forward suggestions for the examination committee, however, no legal right arises to appoint a member to the examination committee. In case doctoral students present joint work in an article-based dissertation, their co-authors may not be appointed as members of the examination committee.

- (2) The dean appoints two evaluators (first and second evaluator) for the doctoral dissertation; subsection 3 remains unaffected. At least one of the evaluators must be part of the group of people listed in section 3 subsection 1 sentence 1 and be working at the University of Mannheim. By way of derogation from sentence 2, university teachers, senior academic staff members (Privatdozenten) who used to work for the university, have been released from their duties, or are retired can be appointed as evaluators of the doctoral students they supervised. The first evaluator must be the supervisor of the doctoral student unless important reasons suggest otherwise. In particular, these important reasons include joint publication or co-authorship in case of an article-based dissertation. The evaluations must be provided within a period of three months time. All evaluators propose one of the following grades for the doctoral dissertation in their evaluation:
 1. summa cum laude (excellent/grade "1"),
 2. magna cum laude (very good/grade "2"),
 3. cum laude (good/grade "3"),
 4. rite (acceptable/grade "4") or
 5. non rite (not acceptable/grade "5").

If the evaluators both propose a grade in line with sentence 5 numbers 1 to 4, they support the acceptance of the dissertation. If both evaluators propose the grade in line with sentence 5 number 5, they support the rejection of the dissertation.

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- (3) If the grades proposed by both evaluators differ by more than one whole grade or if at least one of the two evaluators proposes the grade “non rite”, the dean appoints a third evaluator and informs the other evaluators of this.
- (4) If the evaluators support the acceptance of the dissertation in their evaluations, the dean gives all members of the doctoral committee the opportunity to read the dissertation within an appropriate period of time and make a statement. As a rule, this period is three weeks.
- (5) The dissertation is considered accepted if the evaluators support its acceptance and none of the members of the doctoral committee objects to the recommendation in writing during the designated period (subsection 4). In case not all evaluators support the acceptance of the dissertation or at least one member of the doctoral committee objects to the acceptance, the doctoral committee decides. If all required evaluators support the rejection of the dissertation or the doctoral committee objects to the acceptance in line with sentence 2, the doctoral dissertation is considered rejected.
- (6) The grade of the dissertation must be determined by the examination committee, which decides with a simply majority on the basis of the obtained evaluations.
- (7) In order to award the grade „summa cum laude“ a qualified majority of at least four fifths of the members of the examination committee who are eligible to vote is required. If, even though one member of the examination committee proposed the grade “summa cum laude”, no qualified majority is achieved, the dean appoints another evaluator. The newly prepared evaluation must be taken into consideration in the decision-making process of the examination committee. If no qualified majority for the grade “summa cum laude” is achieved even after taking the newly prepared evaluation into consideration, the examination committee awards the grade “magna cum laude” for the doctoral dissertation.
- (8) If the doctoral committee has accepted the doctoral dissertation in line with subsection 5 sentence 2, the examination committee is bound by this decision. Thus, the examination committee cannot award the grade “non rite”.
- (9) In case the dissertation is rejected, the examination committee must set the grade “non rite” in line with section 5 sentence 3. In this case, the doctoral student has failed and the doctoral process is terminated. The doctoral student must be informed of this in writing.
- (10) If the doctoral dissertation is accepted, the doctoral student receives the evaluations.

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Section 10 Oral Defense and Final Grade

- (1) The oral defense is a public event held in front of the examination committee chaired by the dean or a university teacher of the School of Humanities they designated as chair. In justified cases and upon request from the doctoral student, the dean can decide to close the oral defense to the public.
- (2) The oral defense is usually held either in German or English. Upon request, the doctoral committee decides whether or not the oral defense will be held in another language.
- (3) The date for the oral defense is set at least six weeks in advance. The deadline starts on the day on which the doctoral student is granted access to the evaluations. The dean can shorten the deadline in justified cases upon request. In this case, the period of time during which the doctoral student can access the evaluations is shortened in line with section 9 subsection 4. There is no legal right to request a specific date for the oral defense.
- (4) The topics of the oral defense are the topic of the doctoral dissertation and another topic accepted by the examination committee¹. The doctoral student is required to submit the two topics in the form of scientific theses to the examination committee at the latest two weeks prior to the oral defense. If the topics are not submitted in due time or the examination committee does not accept the second topic, the dean can extend the deadline for the doctoral student by two weeks. In this case, a new date for the oral defense must be set. If the doctoral student does not submit the topics in due time or the examination committee does not accept the second topic, the first attempt at the oral defense is considered failed.
- (5) The duration of the oral defense is 90 minutes. 45 minutes must be spent on each topic.
- (6) After the oral defense, the examination committee decides on a final grade for the doctorate according to section 9 subsection 2 sentence 5. In the event of a tie, the chair has the deciding vote.
- (7) The oral defense and the grading process must be recorded in minutes. The minutes must be signed by the examiners and put on file.
- (8) If the examination committee does not accept the oral defense, the student can present themselves once again after three months. The oral defense must be retaken no later than 12 months after the first defense. If the oral defense is once again not accepted, the doctoral student has failed.

¹If the doctoral dissertation deals with Romance Studies in accordance with section 4 subsection 1 numbers 4 and 7, the second topic must be selected among a second Romance language.

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- (9) The overall grade for the doctorate is the rounded average of the grades for the doctoral dissertation and the oral defense. The dissertation grade is weighted with 2/3 and oral defense is weighted with 1/3.

Section 11 Printing and Publication of the Dissertation

- (1) The dissertation must be published within a period of two years in the version that has been approved by the first evaluator. The dean decides on the extension of the deadline upon request. If the first evaluator does not approve of the print version of the dissertation, the examination committee decides the matter. In justified cases, the dean may allow the printing of a short version in agreement with the examination committee.
- (2) The school must receive one copy of the doctoral dissertation. Altogether, 55 printed copies of the dissertation must be given to the university free of charge. The number of mandatory copies can be reduced to five if the dissertation is published
- a) in an academic journal or series;
 - b) by a publishing house with at least 80 copies;
 - c) in electronic form in a format that is approved by the university library and stored on a University of Mannheim server upon approval of the university. The university library receives four and the school one of the mandatory copies.
- (3) If the doctoral dissertation is published in print, the mandatory copies must be submitted to the dean shortly after its publication. If doctoral students fail to deliver the copies in time, they forfeit all rights acquired with the examination.
- (4) If the dissertation is published with a publishing house, the publication must indicate that it is based on a dissertation of the School of Humanities at the University of Mannheim.

Section 12 Doctoral Degree Certificate

- (1) After the mandatory copies are submitted or after the publication of the dissertation, the doctoral degree is granted with the handover of the doctoral degree certificate. With the official granting of the degree, the doctoral student is authorized to use the title "doctor".
- (2) The doctoral degree certificate is signed by the President of the University of Mannheim and the dean. The doctoral degree certificate bears the date and the school seal.

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- (3) In justified cases and upon request, the doctoral committee can decide to grant the student the doctoral degree and handover the doctoral degree certificate early if the publisher and the doctoral committee are in possession of the manuscript of the print version of the doctoral dissertation and if the publishing house confirms that the publication of the dissertation is contractually guaranteed. In addition, the publishing house agrees to mail the required mandatory copies of the dissertation to the doctoral committee and the university library free of charge.

Section 13 Withdrawal of Admission, Annulment and Revocation of the Doctoral Degree

- (1) Admission to the doctoral process must be withdrawn if it becomes evident that, before the degree has been granted, the doctoral student cheated during admission to the doctoral process or during one of the examinations. The same applies based on facts that would justify the revocation of the doctoral degree under the laws of the Land of Baden-Württemberg.
- (2) The doctoral degree must be annulled (non rite) if it becomes evident that, before the degree has been granted, the doctoral student cheated during one of the examinations. In especially severe cases, the doctoral student is to be excluded without the option to retake the doctoral process.
- (3) If the requirements to be admitted to the doctoral process were not met without the doctoral students' intent to disguise this fact and if this fact is revealed after they have received their doctoral degree certificate, this defect is remedied by having passed the examination.
- (4) In case the doctoral student has manipulated an examination by cheating and this fact is revealed after they have received their doctoral degree certificate, the doctoral committee can revise the respective grades retroactively and declare the doctorate as completely or partially failed.
- (5) The illegitimate doctoral degree certificate must be recalled and, if applicable, a new one issued.
- (6) The doctoral student in question must be granted the chance to comment on the issue prior to the decision. The doctoral student must be provided with a reason as well as the legal basis and information on rights to appeal.
- (7) The doctoral committee is responsible for the revocation of the doctoral degree.

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Section 14 Access to Examination Records

After completing the doctoral process, doctoral students may be granted access to their written examination records (evaluations of the doctoral dissertation, minutes) upon request. The dean decides on the time and place for accessing the examination records.

Section 15 Structured Doctorate in a Graduate Program

By way of derogation from the general rules and regulations of these regulations and procedures governing the doctoral dissertation and if the School of Humanities at the University of Mannheim offers a doctoral program, the doctoral dissertation can be completed in the course of a doctoral program.

Section 16 Special Conditions for Obtaining a Doctorate in Cooperation with a Foreign Higher Education Institution

- (1) A doctoral student may request to obtain a doctoral degree in cooperation with a foreign higher education institution. This allows for the doctoral student to acquire intercultural competencies and encourages the student to immerse into two different academic systems and educational cultures. In this case, a framework agreement must be signed with the respective institution. The presidents of both higher education institutions need to sign the agreement. The doctoral committee of the School of Humanities at the University of Mannheim must give its approval. The dean of the School of Humanities at the University of Mannheim needs to sign the approval. The agreement must include the detailed regulations of the joint doctoral process. The existing regulations and procedures governing the doctoral dissertation must be taken into consideration. An individual agreement must be concluded and signed by the deans of both higher education institutions involved for each doctoral student .
- (2) The contents of these regulations and procedures governing the doctoral dissertation remain unaffected provided that no deviating regulations were agreed upon in the individual agreement.

Section 17 Ombudspersons

In case of conflicts between the doctoral student and the supervisor, the parties can consult their respective ombudsperson. All details in regards to the appointment of ombudspersons are governed by the statutes of the University of Mannheim on the appointment of ombudspersons for early-stage researchers (Satzung der Universität Mannheim zur Bestellung von Ombudspersonen für Promovierende und deren Betreuer/innen).

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Section 18 Renewal of the Doctoral Degree Certificate, Honorary Doctoral Degree

- (1) In order to honor its graduates, the school can renew doctoral degree certificates on the occasion of the 50th anniversary of the awarding of the doctorate. In the laudation, the school honors the academic and public achievements of the graduate.
- (2) The School of Humanities of the University of Mannheim awards the honorary doctoral degree in Philosophy (doctor philosophiae – Dr. phil. h. c.). The honorary doctoral degree in Philosophy can be awarded to people for outstanding achievements in the fields of study of the School of Humanities. Suggestions must include in-depth reasoning and be submitted to the dean. People holding a statutory office at the University of Mannheim or serving as an elected member of one of the statutory bodies of the University of Mannheim may submit a suggestion for an honorary doctoral degree to the dean. The honorary doctoral degree is awarded on the basis of unanimous decisions of the school council of the School of Humanities and the senate of the University of Mannheim. The dean awards the honorary doctoral degree. The honorary doctoral degree can be revoked on the grounds of reasons which, if known, would have prevented its conferment in the first place or on the grounds of reasons which have arisen after the conferment. Sentence 5 applies to the revocation of the honorary doctoral degree accordingly.

Section 19 Final Provisions

- (1) These regulations and procedures come into effect on the day after their publication in the Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats). At the same time, the Regulations and Procedures Governing the Doctoral Dissertation of 11 March 2011 cease to be effective.
- (2) In case doctoral students were admitted to the list of doctoral students of the School of Humanities of the University of Mannheim before these Regulations and Procedures Governing the Doctoral Dissertation became effective, they can put forward a written request to continue their doctoral studies according to the Regulations and Procedures Governing the Doctoral Dissertation of 11 March 2011. In these cases, the former regulations of 11 March 2011 still apply. In line with section 18 subsection 2 of the Regulations and Procedures Governing the Doctoral Dissertation of 11 March 2011, the option of requesting to continue the doctoral studies according to the Regulations and Procedures Governing the Doctoral Dissertation of 19 February 2003 remains unaffected. Sentences 1 and 2 apply accordingly to all applicants who had already submitted their application for admission as a doctoral student before these regulations and procedures became effective and who had not yet been admitted upon commencement of these regulations and procedures.

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- (3) Ongoing dissertation processes at the time of the commencement of these regulations and procedures must be completed under the Regulations and Procedures Governing the Doctoral Dissertation of 19 February 2003.
- (4) Section 17 applies to all doctoral students who continue their doctoral studies according to the Regulations and Procedures Governing the Doctoral Dissertation of 19 February 2003 or of 11 March 2011.

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Article 2 of the amendment of 3 November 2016 stipulates:

Section 1 – Scope

- (1) The regulations in article 1 apply to all doctoral students of the School of Humanities, who are admitted by the University of Mannheim as a doctoral student at the School of Humanities after the commencement of this amendment according to the Regulations and Procedures Governing the Doctoral Dissertation to Earn a Doctoral Degree in Philosophy of 6 June 2016 (BekR) No. 16/2016, pp. 5 et seqq.) in their respective current version.
- (2) The regulations in article 1 also apply to doctoral students who were admitted in the fields of study for their doctoral degree in Media and Communication Studies and German Linguistics and Media Studies at the University of Mannheim before the commencement of this amendment according to the Regulations and Procedures Governing the Doctoral Dissertation to Earn a Doctoral Degree in Philosophy of 6 June 2016 (BekR) No. 16/2016, pp. 5 et seqq.).
- (3) Subsection 2 applies accordingly to all applicants who had already submitted their application for admission as a doctoral student before the commencement of this amendment according to the Regulations and Procedures Governing the Doctoral Dissertation to Earn a Doctoral Degree in Philosophy of 6 June 2016 (BekR) No. 16/2016, pp. 5 et seqq.), but who had not been admitted upon commencement of this amendment.

Section 2 Entry into Force

This amendment becomes effective the day after its announcement in the Bulletin of the President's Office ("Bekanntmachungen des Rektorats") of the University of Mannheim.

Article 1 section 2 of the amendment of 4 June 2019 stipulates:

Section 2 Entry into Force

This amendment comes into effect on the day of its publication in the Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats).

Article 2 of the amendment of 3 April 2020 stipulates:

Section 1 – Scope

- (1) The regulations in article 1 apply to all doctoral students of the School of Humanities, who are admitted by the University of Mannheim as a doctoral student at the School of Humanities after the commencement of this amendment according to the Regulations and Procedures Governing the Doctoral Dissertation to Earn a Doctoral Degree in Philosophy of 6 June 2016 (BekR) No. 16/2016, pp. 5 et seqq.) in their respective current version.

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Subsection 2 applies accordingly to all applicants who had already submitted their application for admission as a doctoral student before the commencement of this amendment according to the Regulations and Procedures Governing the Doctoral Dissertation to Earn a Doctoral Degree in Philosophy of 6 June 2016 (BekR) No. 16/2016, pp. 5 et seqq.), but who had not been admitted upon commencement of this amendment.

- (2) The regulations in article 1 also apply to doctoral students who were admitted in the fields of study for their doctoral degree in Romance Languages Linguistics and Media Studies and Language and Communication at the University of Mannheim before the commencement of this amendment according to the Regulations and Procedures Governing the Doctoral Dissertation to Earn a Doctoral Degree in Philosophy of 6 June 2016 (BekR) No. 16/2016, pp. 5 et seqq.).
- (3) The regulations in article 1, with the exception of section 1, also apply to doctoral students who were admitted in the field of study for their doctoral degree in English Linguistics and Media Studies at the University of Mannheim before the commencement of this amendment according to the Regulations and Procedures Governing the Doctoral Dissertation to Earn a Doctoral Degree in Philosophy of 6 June 2016 (BekR) No. 16/2016, pp. 5 et seqq.).

Section 2 Entry into Force

This amendment becomes effective the day after its announcement in the Bulletin of the President's Office ("Bekanntmachungen des Rektorats") of the University of Mannheim.

Article 2 of the amendment of 26 May 2021 stipulates:

Section 1 – Scope

The regulations in article 1 apply to all doctoral candidates of the School of Humanities, who are admitted by the University of Mannheim as a doctoral candidate at the School of Humanities according to the Regulations and Procedures Governing the Doctoral Dissertation to Earn a Doctoral Degree in Philosophy of 6 June 2016 (BekR) No. 16/2016, pp. 5 et seqq.) in their respective current version. This also applies to all applicants who had already submitted their application for admission as a doctoral candidate before the commencement of this amendment according to the Regulations and Procedures Governing the Doctoral Dissertation to Earn a Doctoral Degree in Philosophy of 6 June 2016 (BekR) No. 16/2016, pp. 5 et seqq.), but who had not been admitted upon commencement of this amendment.

Section 2 Entry into Force

This amendment becomes effective the day after its announcement in the Bulletin of the President's Office ("Bekanntmachungen des Rektorats") of the University of Mannheim.

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Attachments: Subject-specific regulations regarding article-based dissertations

Attachment A: Media and Communication Studies

Doctoral candidates in the field of Media and Communication Studies can submit an article-based dissertation. An article-based dissertation must meet the following requirements:

- (1) It must consist of two published articles or two articles accepted for publication and one submitted article at different peer reviewed scientific journals in the field of study; at least one of these scientific journals must be an international scientific journal listed in the Social Science Citation Index (SSCI) or the Arts & Humanities Citation Index (AHCI). The doctoral student must be the sole author of one of these three articles.
- (2) For the purpose of a coherent general concept, the articles included in an article-based dissertation must be thematically related. They must be included in the written request to obtain a doctoral degree, together with a summary of at least 5,000 words in which the theoretical and methodological fundamentals as well as the most important innovations and conclusions and their importance for the field of study are explained.
- (3) The date of publication of the newest and oldest article included in the request must not be more than six years apart. In case an article was not published by the time of the written request to obtain a doctoral degree, the date of publication is replaced by the date of acceptance for publication. In case an article was not accepted for publication by the time of the written request to obtain a doctoral degree, the date of acceptance is replaced by the date of submission.

Attachment B: German Linguistics and Media Studies

Doctoral candidates in the field of German Linguistics and Media Studies can submit an article-based dissertation. An article-based dissertation must meet the following requirements:

- (1) It must consist of at least three articles published in peer reviewed scientific journals or three articles accepted for publication. Alternatively, one of these articles can appear in a peer reviewed collection. The doctoral student must be the main author of all articles. In case of a shared authorship, the dissertation must, by way of derogation from sentence 1, be compiled of so many articles, that the shared authorships add up to the required number of main authorships stated in sentence 1. A shared authorship is counted proportionally for each main author: in case of two main authors, each author receives half of the authorship; in case of three main authors, each author receives a third of the authorship. Only author groups with no more than two additional main authors are permitted.

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- (2) For the purpose of a coherent general concept, the articles included in an article-based dissertation must be thematically related. They must be included in the written request to obtain a doctoral degree, together with a state of research and a summary in which the theoretical and methodological fundamentals as well as the most important innovations and conclusions and their importance for the field of study are explained. The state of research and the summary must add up to at least 15,000 words.
- (3) The date of publication of the newest and oldest article included in the request must not be more than six years apart. In case an article was not published by the time of the written request to obtain a doctoral degree, the date of publication is replaced by the date of acceptance for publication.
- (4) In case some parts of the dissertation originate from joint work with other researchers, the doctoral student must include a declaration indicating which parts of the dissertation have been written by the doctoral student exclusively and which parts have been written by the other main or co-authors. All participating authors as well as the supervisor must confirm this declaration.

Attachment C: English Linguistics

Doctoral students in the field of English linguistics can submit an article-based dissertation. An article-based dissertation must meet the following requirements:

- (1) It must consist of at least three articles that have been published or are accepted for publication and one article submitted for publication with a peer reviewed scientific journal. Alternatively, one of these articles can appear in a peer reviewed collection. The doctoral student must be the sole author of two of these articles and the main author of the third article.
- (2) For the purpose of a coherent general concept, the articles included in an article-based dissertation must be thematically related. They must be included in the written request to obtain a doctoral degree, together with a state of research and a summary in which the theoretical and methodological fundamentals as well as the most important innovations and conclusions and their importance for the field of study are explained. The state of research and the summary must add up to at least 10,000 words.
- (3) The date of publication of the newest and oldest article included in the request must not be more than six years apart. In case an article was not published by the time of the written request to obtain a doctoral degree, the date of publication is replaced by the date of acceptance for publication.

Attachment D: Romance Languages Linguistics and Media Studies

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Doctoral candidates in the field of Romance Languages Linguistics and Media Studies can submit an article-based dissertation. An article-based dissertation must meet the following requirements:

- (1) It must consist of at least three articles published in peer reviewed scientific journals or three articles accepted for publication. Alternatively, one of these articles can appear in a peer reviewed collection. The doctoral student must be the sole author of one article and the main author of the remaining articles.
- (2) For the purpose of a coherent general concept, the articles included in an article-based dissertation must be thematically related. They must be included in the written request to obtain a doctoral degree, together with a state of research and a summary in which the theoretical and methodological fundamentals as well as the most important innovations and conclusions and their importance for the field of study are explained. The state of research and the summary must add up to at least 15,000 words.
- (3) The date of publication of the newest and oldest article included in the request must not be more than six years apart. In case an article was not published by the time of the written request to obtain a doctoral degree, the date of publication is replaced by the date of acceptance for publication.
- (4) In case some parts of the dissertation originate from joint work with other researchers, the doctoral student must include a declaration indicating which parts of the dissertation have been written by the doctoral student exclusively and which parts have been written by the other main or co-authors. All participating authors as well as the supervisor must confirm this declaration.

Attachment E: Language and Communication

Doctoral candidates in the field of Language and Communication can submit an article-based dissertation. An article-based dissertation must meet the following requirements:

- (1) It must consist of at least three articles published in peer reviewed scientific journals or three articles accepted for publication. Alternatively, one of these articles can appear in a peer reviewed collection. The doctoral student must be the main author of all articles. In case of a shared authorship, the dissertation must, by way of derogation from sentence 1, be compiled of so many articles, that the shared authorships add up to the required number of main authorships stated in sentence 1. A shared authorship is counted proportionally for each main author: in case of two main authors, each author receives half of the authorship; in case of three main authors, each author receives a third of the authorship. Only author groups with no more than two additional main authors are permitted.
- (2) For the purpose of a coherent general concept, the articles included in an article-based dissertation must be thematically related. They must be included in the written request to

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obtain a doctoral degree, together with a state of research and a summary in which the theoretical and methodological fundamentals as well as the most important innovations and conclusions and their importance for the field of study are explained. The state of research and the summary must add up to at least 15,000 words.

- (3) The date of publication of the newest and oldest article included in the request must not be more than six years apart. In case an article was not published by the time of the written request to obtain a doctoral degree, the date of publication is replaced by the date of acceptance for publication.
- (4) In case some parts of the dissertation originate from joint work with other researchers, the doctoral student must include a declaration indicating which parts of the dissertation have been written by the doctoral student exclusively and which parts have been written by the other main or co-authors. All participating authors as well as the supervisor must confirm this declaration.

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