

**Doctoral Regulations of the Faculty of  
Chemistry and Pharmacy  
of the University of Münster (WWU)  
18 January 2016**

This is a translation of the original German text and is intended for your information only. Under German law, only the official German version of the “Promotionsordnung des Fachbereichs Chemie und Pharmazie der Westfälischen Wilhelms-Universität Münster vom 18.1.2016” along with the “Erste Ordnung zur Änderung der Promotionsordnung des Fachbereichs Chemie und Pharmazie vom 3.1.2017” and the “Zweite Ordnung zur Änderung der Promotionsordnung des Fachbereichs Chemie und Pharmazie vom 24.6.2019” is legally binding.

In accordance with § 2 (4) and § 67 (3) of the Higher Education Act of the Federal State of North Rhine-Westphalia (HG NRW) as provided in the Act on the Future of Higher Education (*Hochschulzukunftsgesetz*) of 16 Sept. 2014 (GV. NRW 2014, p. 574), the University of Münster (WWU) has issued the following doctoral regulations for the Faculty of Chemistry and Pharmacy:

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**§ 1**  
**Scope**

The following doctoral regulations apply to all non-teaching doctoral programmes offered by the Faculty of Chemistry and Pharmacy at the University of Münster (WWU). Alternative and supplementary regulations apply to the doctoral programmes offered by the Graduate School of Chemistry Münster (see Appendix A). Please consult the provisions in Appendix C for doctoral programmes completed in an international research training group.

**§ 2**  
**Doctoral Degree**

(1) Conferral of the doctoral degree demonstrates that the candidate has achieved competence in independent scientific work beyond the professional qualification obtained through an undergraduate degree programme.

(2) The Faculty of Chemistry and Pharmacy awards a doctoral degree in the natural sciences “Doktor der Naturwissenschaften” (doctor rerum naturalium, Dr. rer. nat.) in recognition of a successfully completed doctoral examination comprised of a written thesis (dissertation) and an oral examination (defence).

(3) Candidates may pursue doctoral qualification in the subjects listed in Appendix B.

(4) In recognition of outstanding academic achievement or extraordinary merits, the faculty may confer the honorary doctoral degree “Doktor der Naturwissenschaften ehrenhalber” (doctor rerum naturalium honoris causa – Dr. rer. nat. h.c.).

**§ 3**  
**Dissertation**

(1) The dissertation must contain novel scientific findings and should demonstrate the candidate’s ability to conduct independent research and elucidate on his/her findings with an appropriate written description and discussion.

(2) The topic of the dissertation must originate from a field of chemistry, food chemistry, pharmacy or business management in the natural sciences. The topic is chosen by the candidate in agreement with his/her doctoral supervisor (see § 6). As a rule, the dissertation should be completed at an institute of the Faculty of Chemistry and Pharmacy. The supervisor

and the candidate are to provide a full account of the progress of the dissertation at any time upon request.

(3) The dissertation consists of a written scientific treatise in accordance with § 3 (1) and (2). The candidate should seek the supervisor's approval before publishing significant findings.

(4) The dissertation must never have been submitted for consideration in any state or academic examination in Germany or abroad.

(5) Pure summaries of known, third-party findings which do not at least provide a novel perspective or context do not meet the criteria of a dissertation in accordance with § 3 (1).

(6) The dissertation must be written in German or English.

(7) The dissertation should be submitted no later than five years after commencement of the doctoral programme.

(8) Any contentious issues regarding the criteria provided in § 3 (1-6) are to be resolved by the examinations board (see § 7).

#### **§ 4**

#### **Doctoral Programme**

(1) The doctoral programme requires the candidate to write a dissertation in the Faculty of Chemistry and Pharmacy, as well as complete accompanying doctoral courses offered by the mathematical and natural scientific faculties or the Faculty of Medicine of the University of Münster (WWU), or the Faculty of Chemical Engineering at the Münster University of Applied Sciences (FH Münster). These courses may be completed at external institutions in exceptional cases.

(2) Candidates may commence doctoral study in either the winter or summer semester. Prior to commencing doctoral study, the candidate must submit an application for admission to the doctoral programme (see § 5). The application must contain the names of the candidate's prospective supervisor and prospective mentor. Furthermore, the candidate must specify the working title of the dissertation and his/her subject of doctoral study (see Appendix B). Any subsequent changes are to be made by the examinations board in agreement with all parties. The candidate must officially enrol as a doctoral student within six months after commencing the doctoral programme. Enrolment must be processed before submission of the dissertation.

(3) The doctoral programme is research-oriented. The candidate should learn how to apply the scientific methodology of the natural sciences, especially that of chemistry, food chemistry, pharmacy or business management in the natural sciences, as well as gain in-depth scientific expertise.

(4) The candidate should complete all accompanying doctoral courses within two years of

commencing the doctoral programme at the latest. The candidate is required to attend courses totalling at least six hours of instruction per week (6 SWS). At least one-third (2 SWS) of the accompanying doctoral courses should be taught by the candidate's supervisor. The accompanying doctoral courses are normally conducted in the form of seminars. The candidate's active participation must be confirmed for all doctoral courses. The respective certificates of participation are issued after the candidate has completed all the required coursework.

## § 5

### Requirements for Admission to the Doctoral Programme

(1) In addition to securing a doctoral supervisor in accordance with § 6, candidates must hold one of the following degrees to be eligible for admission to the doctoral programme:

a) master's degree in a mathematical-natural scientific course of study in accordance with § 61 (2) sentence 2 of the NRW Higher Education Act (HG NRW). If the candidate received a Master of Education for university-preparatory secondary school (*Gymnasium* and *Gesamtschule*) or vocational school (*Berufskolleg*), the candidate must have written a master's thesis in the subject of chemistry.

b) degree in a mathematical-natural scientific course of study with a standard duration of eight semesters, for which the candidate was awarded a degree other than a bachelor's degree. If the candidate passed the First State Examination for Secondary School Level II or completed a teacher qualification programme for university-preparatory secondary school (*Gymnasium* and *Gesamtschule*) or vocational school (*Berufskolleg*), the thesis must have been completed in the subject of chemistry.

c) outstanding degree in a mathematical-natural scientific course of study with a standard duration of at least six semesters.

(2) The examinations board is responsible for deciding on matters of admission to the doctoral programme. Should the admissions process be conducted by an official selection committee appointed by the Graduate School of Chemistry in accordance with § 5 (1a) or (1b), the selection committee is responsible for admission-related matters.

(3) If the candidate received a Master of Education (see § 5 (1a)) or passed the First State Examination (see § 5 (1b)) and the second subject did not originate from a mathematical-natural scientific field, then the candidate must complete an additional two master's modules from the respective MSc degree programme. If admission is granted on the basis of § 5 (1c), then the candidate must complete at least an additional two master's modules. The examinations board must determine the exact scope of these additional requirements. The candidate must inform the examinations board which modules he/she has selected. The modules should be chosen in consultation with the doctoral supervisor. In order to expedite the candidate's progress of study, any additional admission requirements should be completed, if possible, at the start of the doctoral programme parallel to the candidate's

research work.

(4) Degrees conferred by universities outside of the constitutional jurisdiction of the Federal Republic of Germany can be recognised as equivalent by the examinations board upon request. Should questions arise concerning equivalency, the examinations board should obtain an assessment by the Central Office for Foreign Education (ZAB).

(5) Prior to commencing the doctoral programme, the candidate must submit an application for admission to the programme, an authenticated copy of his/her higher education certificate qualifying him/her for doctoral study, as well as certificates confirming completion of any additional requirements in accordance with § 5 (1a), (1b) and (1c) to the examinations board. Candidates who hold a foreign higher education degree must also submit an authenticated copy of their degree certificate and, if necessary, a notarial translation of their authenticated transcript of records (ToR) or comparable documents in German or English.

## § 6

### Supervisor and Mentor

(1) Each doctoral candidate proposes a university instructor to supervise their dissertation along with a mentor to the examinations board. The supervisor is responsible for ensuring that his/her supervised candidate can realistically complete the doctoral programme as planned. This includes providing suitable scientific training and necessary resources. In the case that the scientific work is conducted in a facility which does not belong to the Faculty of Chemistry and Pharmacy of the University of Münster, the facility is obliged to provide the candidate with all resources necessary for carrying out his/her scientific work. The mentor serves as the second contact partner during the doctoral programme and normally acts as the second assessor. The supervisor or mentor must offer courses for doctoral students at the Faculty of Chemistry and Pharmacy, totalling at least two hours of instruction per week (2 SWS).

(2) To be eligible for selection as a mentor, the instructor must hold an ordinary professorial appointment, post-doctoral qualification (habilitation) or equivalent qualification (e.g. Emmy Noether Scholarship), as well as membership at an institution of higher education (also in the sense of a *Seniorprofessur*) or research institute. The faculty board is responsible for deciding on equivalency of qualification.

(3) To be eligible for selection as a doctoral supervisor, the instructor must hold an ordinary professorial appointment, post-doctoral qualification (habilitation) or equivalent qualification (e.g. Emmy Noether Scholarship), as well as be employed full-time or co-opted (also in the sense of a senior professorship) at the Faculty of Chemistry and Pharmacy. The faculty board is responsible for deciding on equivalency of qualification. If the doctoral supervisor is not a member of the Faculty of Chemistry and Pharmacy with an ordinary professorial appointment, then the candidate's mentor must hold an ordinary appointment. If the supervisor is a co-opted member of the Faculty of Chemistry and Pharmacy, then the candidate's mentor must be a full-time member of the Faculty of Chemistry and Pharmacy and

hold a qualification as provided in § 6 (2).

(4) Should the supervisor terminate his/her full-time employment or co-option at the Faculty of Chemistry and Pharmacy, then the candidate's mentor would normally assume the role of doctoral supervisor provided nothing prevents this in accordance with § 6 (3); the doctoral candidate would then propose a new mentor. If the mentor does not meet the prerequisites put forth in § 6 (3), the candidate must choose a new supervisor who meets the given criteria. A change of supervisor for other reasons is only permitted in exceptional cases. If the supervisor's membership with the Faculty of Chemistry and Pharmacy is terminated on account of reaching the legally mandated age of retirement (or for senior professors, after the conclusion of the *Seniorprofessur*), or on account of accepting an appointment at another university, or on account of accepting employment at a research institute, he/she may continue to act as supervisor for all candidates who have already begun their doctoral studies. These doctoral programmes should be concluded after three years at the latest.

(5) If the mentor's membership with the University or research institute is terminated, then his/her mentorship is normally terminated as well. In this case, the doctoral candidate must propose a new mentor in accordance with § 6 (2). The candidate may request the continuation of the mentorship if special subject-related reasons exist, or if the expected duration of the doctoral programme until the defence is less than a year. The candidate may request a change of mentor for special reasons, especially if these are subject-related.

(6) The examinations board is responsible for making decisions on matters concerning § 6 (1), (4) and (5). Requests for a change of supervisor or mentor must be submitted as soon as possible if reasons pertaining to § 6 (4) or (5) exist.

## **§ 7**

### **Examinations Board**

(1) The examinations board consists of the Dean, three professors belonging to the Faculty of Chemistry and Pharmacy, two academic staff members belonging to the Faculty of Chemistry and Pharmacy, and one student. The term of office for professors and academic staff members is two years, and for students, one year. Care should be taken that the elected members of one group belong to different institutes. The Dean serves as chair of the examinations board. He/she may delegate this task to a deputy. The chair of the examinations board is also allowed to cast votes.

(2) The keeper of the minutes is provided by the Examinations Office of the Faculty of Mathematics and Natural Sciences.

(3) The examinations board conducts the doctoral programme and decides on all matters except determining the final overall grade. The examinations board may delegate the execution of its tasks in all general matters to its chairperson.

## **§ 8**

### **Examination Committee**

(1) An examination committee is formed for each candidate at the beginning of the doctoral examination. The Dean convenes the examination committee in accordance with § 26 of the Faculty Regulations (FBO). The Dean serves as the chair and non-voting member of the examination committee. The voting members of the examination committee are the doctoral supervisor, the mentor and a third examiner, proposed by the candidate in consultation with his/her doctoral supervisor.

(2) The third examiner must also meet the requirements provided in § 6 (2). In addition to the provisions of § 6 (2), the third examiner must have been a member of the University or research institute no longer than three years prior to the time of the defence. Furthermore, at least two of the three voting members of the examination committee must be full-time employees at the Faculty of Chemistry and Pharmacy of the University of Münster. The voting members may not all belong to the same institute or department.

(3) The Dean may delegate the position of chair to the doctoral supervisor. In this case, the doctoral supervisor may retain his/her right to vote.

(4) The examination committee is responsible for conducting and evaluating the defence and determining the final overall grade of the doctoral examination based on the results of the defence and grade of the dissertation.

## **§ 9**

### **Admission to the Doctoral Examination**

(1) The candidate must submit a formal application for admission to the doctoral examination to the Examinations Office of the Faculty of Mathematics and Natural Sciences.

(2) The application must include:

1) Ten bound copies of the dissertation which meets the criteria described in § 3, containing a summary, list of publications, list of articles provided by other contributors who explicitly contributed to the presented scientific findings, and a curriculum vitae (CV) in tabular form.

2) a commonly used data carrier, on which the text of the dissertation (see § 9 (2) no. 1) is saved onto a commonly used, searchable data format, along with a written statement of consent signed by the candidate granting permission to compare the dissertation with other texts for the purpose of detecting possible plagiarism, as well as to store the dissertation on a database for this explicit purpose.

3) a signed CV in German or English, containing a complete list of one's prior academic achievements

4) a declaration by the candidate affirming that he/she has not been convicted of a crime resulting from the misuse of his/her academic qualification

5) certificates confirming teaching activities totalling at least six hours of instruction per week (6 SWS) during the doctoral programme

6) a written disclosure of previous attempts at earning a doctorate and their corresponding results

7) a written attestation that the candidate completed the submitted dissertation by himself/herself without impermissible aids, that all sources and aids used in the dissertation are properly cited and that the dissertation has not been submitted elsewhere for consideration as an examination paper (§ 3 (4))

8) if applicable, a statement by the candidate declaring that he/she does not consent to having students from the same doctoral programme attend the defence as auditors

9) a proposal for an additional third examiner as put forth in § 8 (1) in addition to the candidate's supervisor and mentor

10) if applicable, certificates confirming any additional academic work required in accordance with § 5 (3)

(3) The candidate may withdraw his/her application for admission to the doctoral examination as long as none of the examiners have yet assessed the dissertation. If so, the application for admission is rendered null and void.

(4) The examinations board makes its admission decision based on the candidate's application and submitted documents. If admission is denied, the candidate must be informed of the reasons for rejection in writing. The notification must contain his/her options of legal recourse. The candidate may reapply for admission to the doctoral examination upon rectifying the reasons for rejection indicated by the examinations board.

## **§ 10**

### **Grading the Dissertation**

(1) The first assessor is the doctoral supervisor of the dissertation.

(2) The second assessor is normally the mentor in accordance with § 6. Exceptions must be approved by the examinations board.

(3) Each assessor must submit a detailed, substantiated, written assessment of the dissertation to the Dean with a recommendation to accept or reject it within one month upon

receiving it. Should the dissertation be accepted, the assessor must include a recommended grade based on the following grading scale:

summa cum laude (*ausgezeichnet* / excellent = 0)

magna cum laude (*sehr gut* / very good = 1)

cum laude (*gut* / good = 2)

rite (*bestanden* / pass = 3)

In order to differentiate between grades, “plus” and “minus” may be added to “magna cum laude” and “cum laude”. These additions correspond to an increase (minus) or reduction (plus) of the grade by 0.3. For information on specific grade differentiation, see Appendix D.

(4) The first assessor must confirm on a separate form that the submitted thesis has been checked for potential plagiarism, the results of which should give no cause for concern.

(5) After the assessments have been returned, the professors and academic staff who hold a post-doctoral qualification (habilitation) of the Faculty of Chemistry and Pharmacy have a two-week period to review and state their opinion if they wish.

(6) If both assessors recommend that the dissertation be accepted, and no substantially justified objection is raised within the two-week period as indicated in § 10 (5), the dissertation is accepted.

7) If one or both assessors recommend that the dissertation be rejected, the doctorate-holding members of the examinations board decide on the matter in consultation with the parties involved. The examinations board may choose to forward the matter for further review to another, and if applicable, external assessor. The decision is based on the results of all the assessments. In the case that rejection is final, the candidate is notified of the decision in writing with information on his/her options of legal recourse.

8) If a substantially justified objection is raised within the two-week period with regard to the acceptance or rejection of the dissertation or its recommended grade, the doctorate-holding members of the examinations board must decide on further action in consultation with the parties involved. In consultation with the objecting party and the assessors, the examinations board may decide to accept the dissertation on the condition that certain changes be made to the dissertation. The revised version must be submitted together with the original version and its contentious passages marked accordingly. The examinations board may commission another, if applicable, external assessor to conduct an additional assessment of the dissertation. The decision is based on the results of all the assessments. In the case that rejection is final, the candidate is notified of the decision in writing with information on his/her options of legal recourse.

9) Should the candidate’s dissertation be rejected twice, the doctoral examination is considered permanently failed.

## **§ 11**

### **Correcting the Dissertation without Changing the Grade**

- 1) As a rule, the following changes may be made to the dissertation:
  - a. attachment of additional pages at the end of the dissertation (limited to a maximum of two pages) with clearly marked concrete changes
  - b. insertion of pages at the end of the dissertation with a new binding and clearly marked concrete changes
  - c. correction with paste-overs (only when few changes are required)
  - d. electronic corrections made directly to the text and a new print-out of the dissertation

The type and form of specifically required changes is provided in sections § 11 (2-4).

2) Should both assessors point out errors in the dissertation which have no influence on its grade, the candidate may submit in accordance with § 9 (2) ten new copies, in which the permissible changes listed in § 11 (1, a-c) have been inserted.

3) Should the candidate receive word within the two-week dissertation review period of formal errors (e.g. in the bibliography), one copy of the submitted dissertation (the “original”) is to be corrected in accordance with the permissible changes listed in § 11 (1, a-c) in consultation with the parties involved. The correction of these errors is a prerequisite for admission to the defence.

4) Should the candidate receive word within the two-week dissertation review period of content-related errors (e.g. errors in the formulas) which do not warrant formal objection as put forth in § 10 (8), the original is to be corrected in accordance with the permissible changes listed in § 11 (1, a-c) in consultation with all parties and assessors. The correction of these errors is a prerequisite for admission to the defence.

5) In the copies which must be delivered to the ULB in accordance with § 15, any changes made in accordance with § 11 (2-4) must conform with the variants provided in § 11 (1). Orthographical errors may also be corrected. The doctoral supervisor must confirm in writing that these conditions are met. The same rules apply, if applicable, to the electronic version.

## **§ 12**

### **Defence**

(1) After the dissertation has been accepted, the candidate is required to take an oral examination in the form of a defence in either German or English. Its purpose is to allow the candidate to demonstrate his/her ability to independently evaluate and discuss scientific problems of chemistry, food chemistry, pharmacy or business management in the natural sciences.

(2) The candidate arranges the date, time and location of the defence in consultation with his/her examiners and notifies the Examinations Office accordingly at least two weeks in

advance via email. The examinations board then officially schedules the oral examination and invites the three examiners and the candidate to the defence. The time and place of the examination is to be announced to the members of the faculty and all members involved in the doctoral examination at least seven days prior to the defence.

(3) The defence must take place within two months following acceptance of the dissertation. If the candidate fails to hold the defence within this two-month period, the defence is graded as failed. If the defence must be delayed for reasons the candidate is not responsible (e.g. illness, confirmed by a medical certificate, or illness of an examiner), the examinations board must grant the candidate an extension upon request and schedule a new date for the defence.

(4) The examination committee is responsible for conducting the defence (§ 8 (1)). Should an examiner be unexpectedly prevented from attending, the examinations board, in consultation with the examiner(s), must either name a substitute or postpone the defence in agreement with the candidate.

(5) The defence should address the topic of the dissertation, the subject area of the dissertation and other fields related to the dissertation. The defence should begin with a presentation lasting no longer than 20 minutes which introduces the central theses of the dissertation. The defence, including the introductory presentation, should take at least 60 minutes, and the questioning by the three examiners should take at least 45 minutes. Minutes of the examination are to be taken. The examination committee may delegate the task of minute-taking to a doctorate-holding member of the Faculty of Chemistry and Pharmacy. The chair is responsible for conducting the defence; auditors may ask questions at the chair's discretion. These questions, however, are not part of the examination.

(6) Doctorate-holding members of the Faculty of Chemistry and Pharmacy are allowed to attend the defence as auditors. Other students of the Faculty of Chemistry and Pharmacy may also attend, provided the candidate does not object. Other members of the University of Münster or the Faculty of Chemical Engineering at the Münster University of Applied Sciences (FH Münster) are also permitted to attend, provided neither the members of the examination committee nor the candidate object. Auditors are not allowed to be present during the discussion of the grade and its announcement to the candidate.

(7) It is not permitted to make video or audio recordings of the defence.

### **§ 13 Grading the Defence**

Upon conclusion of the defence, the examiners in accordance with § 12 (4) jointly determine whether the candidate passed the defence and if so, which of the following grades should be awarded:

summa cum laude (*ausgezeichnet* / excellent = 0)

magna cum laude (*sehr gut* / very good = 1)  
 cum laude (*gut* / good = 2)  
 rite (*bestanden* / pass = 3)

In order to differentiate between grades, “plus” and “minus” may be added to “magna cum laude” and “cum laude”. These additions correspond to an increase (minus) or reduction (plus) of the grade by 0.3.

#### **§ 14**

#### **Retaking Doctoral Examinations**

(1) If the dissertation is rejected, the candidate can apply to take the doctoral examination one more time and not until a year has passed. The candidate must then submit a new or revised version of the dissertation. In accordance with § 9 (2) no. 5, the candidate is obliged to disclose the previous failed attempt.

(2) If the defence is graded as failed (see § 13), the candidate may repeat it only once more no earlier than one month and no later than five months after the first attempt. The candidate is notified of these conditions in writing together with information on his/her options of legal recourse. As a rule, the candidate presents the defence to the same examiners who evaluated the first attempt. If necessary, the examinations board may appoint new examiners.

(3) Should the candidate fail the defence a second time, the doctoral examination is marked as permanently failed. The candidate is to be notified accordingly and provided with information on his/her options of legal recourse.

#### **§ 15**

#### **Grading Doctoral Examinations**

(1) The doctoral examination is passed if the defence receives a passing grade.

(2) As soon as the defence is successfully concluded, the Dean or his/her deputy summons the examination committee to convene. The overall grade is calculated by averaging the individual grades awarded for the dissertation and the grade of the oral examination, then rounding the result to the first decimal point. The overall grade for the doctoral examination is based on the following grading scale:

summa cum laude (*ausgezeichnet* / excellent = grade 0)  
 magna cum laude (*sehr gut* / very good = for grades 0.1 - 1.4)  
 cum laude (*gut* / good = for grades 1.5 - 2.4)  
 rite (*bestanden* / pass = for grades 2.5 - 3.0)

(3) Upon calculating the doctoral examinations, the candidate is informed in person of the grade of the oral examination, the assessments of the dissertation, and in the case of successful completion, the final overall grade.

## **§ 16**

### **Publication of the Dissertation**

(1) The doctoral examination is concluded when the dissertation has been submitted to and made publicly available by the University Library (ULB). Publication is only permitted if the doctoral supervisor confirms in writing that he/she approves of its publication in the version as submitted. Confirmation of publication is required within one year after the candidate successfully completes the defence. The candidate confirms that the dissertation was duly submitted by presenting the written confirmation of submission by the ULB to the Examinations Office.

(2) Should the candidate fail to meet the deadline provided in § 16 (1), the rights granted by the examination are rendered null and void.

(3) The number of copies which must be submitted to the ULB is specified in the current regulations of the ULB. The Doctoral Examinations Office of the Faculty of Chemistry and Pharmacy provides the candidate with an info sheet containing current information on this requirement. The number of required copies may be reduced if:

a) the candidate in agreement with the supervisor submits a ULB-sealed electronic version of the dissertation which meets the data format and data carrier requirements set and confirmed by the ULB, or

b) proof, confirmed by the supervisor's signature, is provided that essential content of the dissertation has already been published in one or more academic journals or books, or

c) proof is provided that the dissertation has been accepted by a commercial publisher for sale on the book market (with an ISBN number), whereby the reverse side of the title page designates the publication as a dissertation and specifies its place of completion.

(4) Upon the candidate's request and with a written endorsement by the supervisor, a temporary blocking notice of one year may be requested for patent-related reasons. Theses which are granted a blocking notice are retained by the ULB for the duration of the notice, during which time the ULB agrees to honour its obligation of confidentiality. The blocking notice can be extended at the candidate's request and with a written endorsement by the supervisor. The examinations board is responsible for deciding on the matter.

## **§ 17**

### **Conferral of the Doctoral Title**

(1) If the candidate passes the doctoral examination, the Dean confers the title “Doktor der Naturwissenschaften” (Doctor rerum naturalium, Dr. rer. nat.) on behalf of the faculty, by which he/she accepts the candidate’s pledge by handshake that he/she will strive at all times to preserve the doctoral title from every blemish, to recognise the particular social responsibility the doctoral title confers, prove himself/herself worthy of this title in all future academic endeavours, and to always seek and uphold academic truth to the best of his/her knowledge and belief.

(2) The candidate is then presented with a certificate, confirming the successful completion of the doctoral requirements, the title of the dissertation, the grade of the dissertation in accordance with § 10 (3), the grade of the defence in accordance with § 13 and the overall grade in accordance with § 15.

(3) The certificate itself does not entitle the candidate to bear the doctoral title.

(4) If the dissertation has already been published in accordance with § 16, the candidate is presented with the doctoral degree certificate in accordance with § 18, thereby entitling the candidate to bear the doctoral title.

(5) The final certificates are presented in both a German and English version.

### **§ 18**

#### **Doctoral Degree Certificate**

(1) The certificate contains the title of the dissertation and the overall grade of the doctoral examination. Dated the day of the defence, the certificate is personally signed by the Dean of the Faculty of Chemistry and Pharmacy of the University of Münster (WWU) and presented to the candidate.

(2) With the presentation of the doctoral degree certificate, the candidate is entitled to bear the doctoral title.

(3) Following presentation of the doctoral degree certificate, the candidate may submit a request to review the assessments of the dissertation and the minutes of the defence. The candidate should submit his/her written request to the examinations board within three months of receiving the doctoral degree certificate. The examinations board stipulates the time and place of access.

(4) Upon the successful conclusion of the doctoral programme, the candidate can be denied the presentation of the doctoral degree certificate only under the conditions provided in § 19.

### **§ 19**

### **Deprivation of the Doctoral Degree**

If it becomes known prior to presenting the doctoral degree certificate that the candidate gained admission to the doctoral programme through deception, or manipulated the result of an examination, or if significant requirements for admission to the doctoral programme were erroneously assumed to be fulfilled, the doctoral examination may be declared null and void upon resolution of the examinations board. Justification for the decision must be provided to the candidate together with his/her options of legal recourse.

### **§ 20**

#### **Revocation of the Doctoral Degree**

(1) If it becomes known that the candidate gained his/her doctoral title through deception or that the doctoral title was conferred upon false assumptions (e.g. plagiarised passages, falsified data), the doctoral degree shall be revoked upon resolution of the faculty board.

(2) The faculty board can also revoke the doctoral degree if:

- a. the candidate has been convicted of a serious deliberate criminal act for which he/she misused his/her academic qualification or doctoral degree in the preparation of said act.
- b. the candidate deliberately committed academic misconduct and demonstrated that he/she is unworthy of bearing the doctoral title.

(3) Before a final decision is made, the accused party is given the opportunity to state his/her case. The faculty board must notify the accused party of the decision.

(4) The same applies for honorary doctoral titles in accordance with § 22.

### **§ 21**

#### **Legal Recourse and Raising an Objection**

Candidates may appeal decisions made to their detriment by lodging an objection notice with the examinations board. The examinations board is responsible for deciding on the matter. The notification of the decision must include justification and information on the candidate's options of legal recourse.

### **§ 22**

#### **Honorary Doctorates**

An honorary doctoral title (Dr. rer. nat. h.c.) can be awarded in recognition of one's outstanding achievements or extraordinary merits in the field of chemistry, food chemistry, pharmacy and/or business management in the natural sciences. Conferral of an honorary doctorate is considered by the faculty board upon the written request of at least two full-time

professors of the faculty. If endorsed, the faculty board commissions two external assessors to review the merits of the request. After its final endorsement, the faculty board forwards the matter to the examinations board for a vote. Conferral of an honorary doctorate (Dr. rer. nat. h.c.) requires the approval of two-thirds of the doctorate-holding members on both boards.

### **§ 23**

#### **Doctoral Programmes in Cooperation with a Foreign Partner University**

(1) The faculty can confer the title “Doktor der Naturwissenschaften (Dr. rer. nat.)” in conjunction with a foreign partner university as part of a coordinated doctoral programme. In such a case, the faculty participates in the conferral of a corresponding academic degree with the foreign partner university (dual degree). As a rule, only one doctoral title is awarded for the same dissertation. If the partner university and the University of Münster confer doctoral titles with different names, the candidate must declare which title he/she would like to bear; bearing dual titles is not permitted.

(2) The execution of the doctoral programme as put forth in § 23 (1) is contingent on an official cooperation agreement with the respective partner university, specifically with respect to the institution of the foreign partner university responsible for conferral of the doctoral title. In the agreement, both partners pledge to allow candidates to participate in the respective doctoral programme and outline the details of their collaboration. The aspects of the collaboration which concern doctoral regulations are arranged in consultation with the examinations board. The cooperation agreement requires the approval of the faculty board before it can enter into effect. The examinations board determines the details of conferral of the dual degree. The cooperation agreement is signed by the Dean of the Faculty of Chemistry and Pharmacy.

(3) In the period during which the dissertation is being written, the candidate must be enrolled in the doctoral programme at the University of Münster for at least six months. Similarly, the candidate must provide documentation of having spent at least four months conducting research at the partner university.

(4) The partnership agreement must explicitly state that the University of Münster is to participate in the doctoral programme to at least an equal degree (e.g. as reflected by the composition of the examination committee) and that all formal rules of both universities are to be observed. With regard to their practical implementation (e.g. with respect to the number of mentors or members on the examination committee), changes to these doctoral regulations are permitted as long as the substance of the doctoral regulations remains unaltered.

(5) Before the candidate can be admitted to the doctoral programme in accordance with § 4, he/she must include the following additional documents with the application for admission:

1. statement from the partner university, confirming its intention to grant the candidate admission to its doctoral programme;
2. statement by an authorised examiner of the partner university, confirming that he/she

is willing to assess the dissertation.

(6) The dissertation is assessed by at least one authorised examiner of the Faculty of Chemistry and Pharmacy of the University of Münster and that of the partner university. Both assessments must be written in either German or English.

## **§ 24**

### **Transitional Provisions and Coming into Force**

These regulations (in their original German version) come into force upon their publication in the Official Announcements (*Amtliche Bekanntmachungen*) of the University of Münster. They apply to all candidates who take up doctoral study after these doctoral regulations have come into force, or who apply for admission to the doctoral examination after these doctoral regulations come into force. Candidates who applied for admission to this doctoral programme under terms which deviate from these regulations are permitted to complete their programme under the doctoral regulations applicable at the time of admission.

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Issued (in the original German version) upon resolution by the faculty board of the Faculty of Chemistry and Pharmacy of the University of Münster on 9 December 2015.

Münster, 18 January 2016

Rector



Prof. Dr Ursula Nelles

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The above regulations (in the original German version) are hereby announced in accordance with the University of Münster's Regulations on the Announcement of Orders, the Publication of Decisions, and the Disclosure of Statutes (*Ordnung der Westfälischen Wilhelms-Universität über die Verkündung von Ordnungen, die Veröffentlichung von Beschlüssen sowie die Bekanntmachung von Satzungen*) of 8 February 1991 (AB Uni 91/1) as amended on 23 December 1998 (AB Uni 99/4).

Münster, 18 January 2016

Rector



Prof. Dr Ursula Nelles

## **Appendix A**

### **Special regulations for the doctoral degree programme “Graduate School of Chemistry (GSC-MS)”**

For candidates enrolled in the “Graduate School of Chemistry Münster”, the umbrella organisation responsible for coordinated doctoral programmes, the following versions of § 4, 6 and 8 are to be applied:

#### **Additions to § 4 Doctoral Programme**

(1) The doctoral programme is research-oriented. Candidates should learn how to apply the scientific methodology of the natural sciences, especially that of chemistry, food chemistry, or business management in the natural sciences, and gain in-depth scientific expertise.

(2) The doctoral programme requires candidates to write a dissertation, attend accompanying doctoral courses and pass an interim examination. The details and schedule should be specified in the study regulations and in the Aptitude and Interim Examination Regulations of the respective coordinated doctoral programme.

(3) The doctoral programme officially commences on the date of admission to the Graduate School of Chemistry. The details of the admissions process should be provided in the Aptitude and Interim Examination Regulations of the Graduate School of Chemistry Münster. The configuration of the dissertation committee as provided in § 10 of the Aptitude and Interim Examination Regulations should be determined within the first six months of the doctoral programme and reported to the Examinations Office. The working title of the dissertation should also be specified in the report. Any changes made to the composition of the dissertation committee are to be decided by the spokesperson in mutual agreement with all parties.

#### **Additions to § 6 Supervision of the Dissertation**

(1) A dissertation committee is formed for each doctoral candidate at the Graduate School of Chemistry Münster to provide academic supervision. It consists of

1. the doctoral supervisor overseeing the dissertation,
2. a member of the Graduate School of Chemistry Münster appointed by the spokesperson to serve as first mentor,
3. a member of the Graduate School of Chemistry Münster appointed by the spokesperson at the candidate’s suggestion to serve as second mentor.

All habilitated or professorial members of the Graduate School of Chemistry Münster are eligible to serve as doctoral supervisors and mentors. The terms of membership to the Graduate School of Chemistry Münster are defined in the Administrative and Usage

Regulations of the Graduate School of Chemistry Münster. The members of the dissertation committee may not belong to one and the same institute. Decisions on the composition of the dissertation committee are made by the spokesperson of the Graduate School of Chemistry Münster.

(2) The supervisor is responsible for ensuring that his/her supervised candidates can realistically complete the doctoral programme as planned. This includes providing suitable scientific training and providing the necessary resources. The mentors should be available as additional contact partners and serve as examiners for the interim examination and the defence. Normally one of the mentors should also review the dissertation as the second assessor. The doctoral supervisor and the mentors must offer courses for doctoral students totalling at least two hours of instruction per week (2 SWS) each.

### **Additions to § 8 Examination Committee**

(1) An examination committee is formed for each candidate at the beginning of the doctoral examination. The Dean convenes the examination committee in accordance with § 26 of the Faculty Regulations (FBO). The Dean serves as the chair and non-voting member of the examination committee. The other members of the examination committee are the members of the dissertation committee. These members may not belong to one and the same institute. The Dean may delegate the position of chair to the doctoral supervisor.

(2) The examination committee is responsible for conducting and evaluating the defence and determining the final overall grade of the doctoral examination based on the results of the defence and grade of the dissertation.

(3) As a rule, professors who have been relieved of their obligations or have retired, as well as those who have left the employ of the University, may not participate in the doctoral programme as a doctoral supervisor or examiner three years after concluding their period of service.

**Appendix B****Doctoral Subjects of Study in the Faculty of Chemistry and Pharmacy**

Anorganische Chemie – Inorganic Chemistry

Analytische Chemie – Analytical Chemistry

Betriebswirtschaftslehre in den Naturwissenschaften – Business Management in the Natural Sciences

Biochemie – Biochemistry

Didaktik der Chemie – Chemistry Education

Klinische Pharmazie – Clinical Pharmacy

Lebensmittelchemie – Food Chemistry

Organische Chemie – Organic Chemistry

Pharmakologie und Toxikologie – Pharmacology and Toxicology

Pharmazeutische Biologie und Phytochemie – Pharmaceutical Biology and Phytochemistry

Pharmazeutische Technologie und Biopharmazie – Pharmaceutical Technology and Biopharmaceutics

Pharmazeutische und Medizinische Chemie – Pharmaceutical and Medicinal Chemistry

Physikalische Chemie – Physical Chemistry

Theoretische Chemie – Theoretical Chemistry

## **Appendix C**

### **Special Conditions for Members of International Research Training Groups**

The following additional provision § 6 (3) applies to doctoral candidates who belong to international research training groups situated at the Faculty of Chemistry and Pharmacy:

(3) Doctoral candidates who complete their dissertation in connection with an international research training group must select a professor from the respective partner university to serve as an additional mentor.

The following version of § 10 (2) of the Doctoral Regulations applies to doctoral candidates in international research training groups:

(2) The second assessor is normally one of the mentors. In agreement with the doctoral supervisor, the examinations board is permitted to appoint a habilitated or professorial member of another academic institution as a second assessor, provided he/she is closely familiar with the thematic focus of the dissertation.

## Appendix D

### **summa cum laude**

For exceptional and extraordinary achievement. This distinction should only be awarded with the utmost restraint and requires special justification. A summary of its thematic excellence of the dissertation should therefore be provided in the final section of the assessment.

### **magna cum laude**

This grade distinguishes special recognition of achievement. It should be awarded for clearly above-average dissertations which contain substantial and original contributions to a field of study. The results of the dissertation must be publishable in a distinguished (peer-reviewed) journal.

### **cum laude**

The normal grade for a well-written, flawless dissertation. The dissertation must contain findings which can be published in a peer-reviewed journal.

### **rite**

A dissertation which contains an original scientific contribution.

**Glossary**

admission to the doctoral examination .....	<i>Zulassung zum Promotionsverfahren</i>
admission to the doctoral programme .....	<i>Zulassung zum Promotionsstudium</i>
assessor .....	<i>Gutachter</i>
auditor(s) .....	<i>Zuhörer</i>
defence .....	<i>Disputation</i>
examination committee .....	<i>Prüfungskommission</i>
examinations board .....	<i>Promotionsausschuss</i>
dissertation committee .....	<i>Dissertationskomitee</i>
faculty .....	<i>Fachbereich</i>
faculty board .....	<i>Fachbereichsrat</i>
mentor .....	<i>Mentor</i>
supervisor .....	<i>Betreuer</i>

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