

To the Doctoral Committee (Dean's Office)  
of the Faculty of Biochemistry, Chemistry and Pharmacy



**Application for Admission as Doctoral Candidate**

in accordance with § 4 of the Doctoral Regulations of 26.05.1993 (last amended on 04.01.2016)

Family name, first name: .....

Address: .....

Telephone no.: ...../.....

Email: .....

No. of university semesters: ..... (all semesters at a university)

No. of subject-related semesters: ..... (semesters in your examination subject) of which ..... at GU Frankfurt.

University qualification (please state place, date and grade):

.....

Doctoral subject:     Biochemistry                             Chemistry                             Pharmacy

Start of doctorate (date): .....

Preliminary working title of your dissertation:

.....  
.....

I will undertake my doctorate     at Faculty 14  /     externally\* .

Dissertation supervisor at the Faculty: .....

    \*External supervisor: .....

    (Please provide the address) .....

Dissertation language: .....

I herewith declare that I have not previously been engaged in a doctoral examination procedure in the doctoral subject indicated above.

Frankfurt am Main, .....(date) .....

Applicant's signature

Supervisor's Declaration of Consent in accordance with § 4 (2), (4) and (9) of the Doctoral Regulations of 26.05.1993 (last amended on 04.01.2016):

.....  
Supervisor at Faculty 14

.....  
External supervisor **with stamp!**

Admitted as doctoral candidate by the Doctoral Committee/Dean

Date.....

Dean's signature

Supervisor ≠ Reviewer

If the applicant intends to undertake the doctorate without a supervisor, a corresponding declaration must be submitted together with this application.

\* For doctorates not undertaken at Faculty 14, a supervisor at Faculty 14 is required in addition to the external supervisor.

Both must sign this application.

**Doctoral Supervision Agreement<sup>1</sup>**

Supervisor at the Faculty: .....

Additional supervisor<sup>2</sup>: .....

In order to ensure the best possible supervision conditions for the doctoral candidate, the doctoral candidate and the supervisors undertake to:

1. Work together in an open and cooperative manner in the framework of the doctoral research project. The signatories shall implement the principles set down in the “Guidelines for Doctoral Supervision at Goethe University Frankfurt”<sup>3</sup> and clarify their respective responsibilities.
2. Agree beforehand on a framework for the doctoral research project in accordance with the Guidelines.
3. Respect the “Principles of Goethe University Frankfurt for Safeguarding Good Scientific Practice”<sup>4</sup>.
4. Append to this Agreement an exposé of the doctoral research project that includes at least a working title, a project outline as well as a rough work plan and time schedule that is to be updated in the framework of the annual supervision meetings.
5. Conduct a supervision meeting together once a year in accordance with the Guidelines; this meeting shall be adequately prepared by both sides and documented in writing by the doctoral candidate<sup>5</sup>. The direct supervisor and the doctoral candidate hold such a meeting once per semester. Minutes of these meetings are archived in the working groups or research training group.

In accordance with the “Principles for Safeguarding Good Scientific Practice”, the doctoral candidate undertakes to document his/her experimental work in an agreed manner and to hand over his/her documents, including the raw data, to the supervisor prior to completing the doctoral research project.

All agreements are valid until the doctorate is finally completed. Early termination of the doctoral research project takes place by mutual agreement.

Have additional arrangements been reached?       Yes    No  
 Any such arrangements must be submitted together with this application.

.....  
 Doctoral candidate

.....  
 Supervisor at Faculty 14

.....  
 Additional supervisor

.....  
 Representative of a structured doctoral programme (if applicable)

<sup>1</sup> In accordance with the Guidelines for Doctoral Supervision at Goethe University Frankfurt<sup>3</sup>, the Framework Doctoral Regulations of Goethe University Frankfurt and the versions of the Doctoral Regulations of the University’s faculties as last amended.

<sup>2</sup> At the Faculty or external. The Supervisor must be a professor or junior research group leader in accordance with the Faculty’s rules, but need not necessarily be identical with the second reviewer.

<sup>3</sup> [www.uni-frankfurt.de/65685619/20160921-Betreuungsleitlinien.pdf](http://www.uni-frankfurt.de/65685619/20160921-Betreuungsleitlinien.pdf)

<sup>4</sup> [www.uni-frankfurt.de/39848797/good-scientific-practice.pdf](http://www.uni-frankfurt.de/39848797/good-scientific-practice.pdf)

<sup>5</sup> [www.uni-frankfurt.de/52335541/GRADE-Meeting-Protocol.docx](http://www.uni-frankfurt.de/52335541/GRADE-Meeting-Protocol.docx) can be used as an example.