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Agricultural Sciences, Nutritional Sciences and
Environmental Management

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Doctorate Regulations of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University, Giessen, of 7 July 2004

The Faculty Council of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University, Giessen, approved the following Doctorate Regulations on 7 July 2004, in accordance with Article 50 (1), second sentence, number 1, of the Hessian Higher Education Act (*Hessisches Hochschulgesetz*) in the version of 31 July 2000 (Law and Ordinance Gazette I (*GVBl*), p. 374), as last amended on 18 December 2003 (Law and Ordinance Gazette I (*GVBl*), pp. 513, 518):

Doctorate Regulations of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University, Giessen

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¹ Hessen State Ministry of Higher Education, Research and the Arts

² Staatanzeiger (Official Gazette)

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Part One

General matters

Article 1

Doctoral degrees and purpose of the doctorate

(1) On due completion of the doctorate procedure, the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen confers the following degrees on candidates who they have completed a doctoral thesis and a defence and hence demonstrated their scholarly aptitude in the field concerned:

1. In agricultural sciences or oenology, the degree of Doctor of Agriculture (Doctor agriculturae – Dr. agr.).
2. In home economics and nutritional sciences, the degree of Doctor of Home Economics and Nutritional Sciences (Doctor oeconomiae trophologiaeque – Dr. oec. troph.).

(2) A doctoral degree is awarded in recognition of a special scientific qualification that goes beyond the completion of an undergraduate university course.

(3) [Not applicable.]

Article 2

Official bodies and responsibilities

(1) The official bodies and persons involved in the doctorate procedure are the Doctoral Board (Article 3), the Doctoral Committee (Article 4), the supervisor(s) (Article 5, Article 17 (4)) and the assessors (Article 6, Article 17 (3)).

(2) The Doctoral Board decides on all matters relevant to the doctorate, unless the Doctorate Regulations provide otherwise. In particular, it decides on the admission of doctoral candidates and the initiation of the doctorate procedure and appoints the supervisors in agreement with the doctoral candidate.

(3) The Chair of the Doctoral Board conducts the day-to-day business of the Doctoral Board; he/she is supported by the Examinations Office. He/she decides on matters that have been explicitly allocated to him/her by the Board of Examiners; in particular, he/she appoints the assessors (Article 6) and instates the Doctoral Committee (Article 4).

(4) The Doctoral Committee decides on changes suggested by the assessors, conducts the defence and evaluates the doctoral performance. It decides whether or not the doctoral candidate shall be awarded the degree and whether the defence may be repeated.

(5) The supervisor(s) advise(s) the doctoral candidate on the preparation of the doctoral thesis. The supervisor(s) confirm in writing that they have agreed to supervise the doctoral candidate (supervision acceptance).

(6) The assessors assess and grade the doctoral thesis. They also propose its acceptance or rejection, as well as the grade to be awarded and propose changes if appropriate.

Article 3

Doctoral Board

(1) The Doctoral Board comprises four members of the group of professors (professors, junior professors and university lecturers), two research associates who hold a doctoral degree and, in advisory capacity, two doctoral candidates who are enrolled in the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen.

(2) The members of the Doctoral Board are chosen by representatives of their groups in the Faculty Council. The selection procedure must take due consideration of the various subject specialisations within the Faculty. The members of the group of professors and the research associates are elected for a period of three years and the doctoral candidates for a period of one year; re-election is permitted. A deputy must be elected for each member

(3) The Doctoral Board elects a Chair and a Deputy Chair from within the group of professors who are members of the Board.

Article 4

Doctoral Committee

(1) For each assessment procedure, the Chair of the Doctoral Board shall instate a Doctoral Committee comprising at least five members. The Committee shall consist of all assessors and two additional scholars who are appointed by the Chair of the Doctoral Board from the group of persons specified in Article 5 (1).

(2) The Chair of the Doctoral Board shall appoint one of the members of the Doctoral Committee as Chair of said Committee. No more than two members of the Committee may represent the same subject specialisation.

Article 5 Supervisors

(1) Full-time members of the group of professors (professors, junior professors and university lecturers), emeritus professors, retired professors, adjunct professors, honorary professors and associate professors of Justus Liebig University Giessen may be appointed as supervisors, assessors or members of the Doctoral Committee. Only full-time members of the group of professors are obliged to participate in the doctorate assessment procedure. Article 11 (2), fifth sentence, remains unaffected.

(2) The Doctoral Board appoints the supervisor(s) in response to a proposal by the doctoral candidate. The appointment procedure ensures that the supervisor is able to supervise the doctoral thesis until its planned completion.

(3) If only one supervisor is appointed, he/she must be a member of the Faculty. If more than one supervisor is appointed, at least one of them must be a member of the Faculty. If a supervisor ceases to be employed by Justus Liebig University Giessen, he/she may continue his/her supervisory activity for up to four semesters if he/she provides the Doctoral Board with a written undertaking to continue the supervisory activity and to participate in the doctoral assessment procedure. In that case the Doctoral Board appoints, in agreement with the doctoral candidate, a further supervisor who bears sole responsibility for the supervision after the stipulated period has elapsed. The third sentence also applies *mutatis mutandis* if the supervisor is unable to continue his supervisory activity for other justifiable reasons.

(4) The Doctoral Board may also entrust a different scholar who holds a doctorate with the task of supervision if he/she agrees to undertake this task and fulfils the following criteria. The scholar must be a member or associate of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen; his/her qualifications and the material resources at his/her disposal must allow him/her to be able to carry out the supervision; he/she must be able to supervise the doctoral thesis until the estimated date of its completion.

(5) In certain cases the Doctoral Board may— also following the doctoral candidate's application and after his/her admission as a doctoral candidate— appoint a further supervisor who is a member of another university or a non-university research facility and can provide qualifications within the meaning of paragraph 1 above.

Article 6 Assessors

(1) The Chair of the Doctoral Board appoints at least two assessors. within the meaning of Article 5 (1).

(2) Further assessors from other universities or extramural research facilities may be appointed if they meet the criteria of Article 5 (1). If the production of the doctoral thesis was supervised, the supervisors must be appointed as assessors. One of the assessors must be a full-time member of the group of professors of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen.

Article 7 Rules of procedure

(1) The meetings of the Doctoral Board and the Doctoral Committee are not open to the public. The Doctoral Board is quorate if at least half the members who are eligible to vote are present. Decisions are taken by majority vote of the members present. In the case of a tied vote, the Chair has the casting vote.

(2) Voting on assessment decisions shall be held openly. Abstentions are not permitted.

Article 8

Appeals and objections

(1) Those concerned and each member of the Doctoral Board may appeal against any decision taken by the Chair. The Doctoral Board decides on the appeal. Decisions taken by the Doctoral Board are to be recorded in writing and substantiated. Information on legal remedies available must be appended to decisions to reject appeals made by doctoral candidates.

(2) Doctoral candidates affected may raise objections to decisions made by the Doctoral Board with the Chair of the Doctoral Board. The Doctoral Board decides whether to act on the objection. If no action is taken, the President of Justus Liebig University Giessen is called upon to take a decision.

Part Two

Doctoral relationship

Article 9

Requirements for admission as a doctoral candidate for graduates of academic universities

(1) Graduates who hold a first degree (*Diplom*) or a Master's degree

1. in Agricultural Sciences awarded by an academic university in the Federal Republic of Germany may be admitted to a doctoral programme in Agricultural Sciences (Dr. agr.) or
2. in Home Economics awarded by an academic university in the Federal Republic of Germany may be admitted to a doctoral programme in Home Economics (Dr. oec. troph)

if they were awarded an overall grade of at least "Good" for their first degree (*Diplom*) or Master's degree and the topic they wish to treat in their doctoral thesis falls within the subject specialisation of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management, Justus Liebig University Giessen.

(2) Applicants who have not achieved the qualifying grade within the meaning of paragraph 1 above may only be accepted as doctoral candidate after successfully completing a trial period lasting at least six months. The trial period is intended to provide them with the opportunity to demonstrate their ability to conduct academic research. The Doctoral Board determines the duration of the trial period and the evidence to be produced. At the end of the trial period, it decides, on the basis of a written statement by the proposed supervisor(s), whether or not the trial period was completed successfully. If the trial period is deemed not to have been completed successfully, the applicant may not be admitted as a doctoral candidate; Article 8 (2) applies accordingly.

(3) The Doctoral Board decides on the recognition of other equivalent degrees awarded by other academic universities in the Federal Republic of Germany. In this case, positive statements by at least two scholars within the meaning of Article 5 (1) must be presented; these scholars must be members of the Faculty.

(4) Examinations taken at academic universities outside the Federal Republic of Germany are deemed equivalent by the Doctoral Board if, within the meaning of paragraph 1 above, they meet the criteria stipulated in paragraph 1 of the Equivalence Agreement established by the German Standing Conference of the Ministers of Education and Cultural Affairs (*Kultusministerkonferenz*) and the German University Rectors' Conference (*Hochschulrektorenkonferenz*). If there are doubts about equivalence, the Central Office for Foreign Education in the Federal Republic of Germany (*Zentralstelle für ausländisches Bildungswesen der Bundesrepublik Deutschland*) must be consulted.

Article 10
Requirements for admission as a doctoral candidate
for graduates of universities of applied sciences

(1) Graduates of appropriate degree courses at universities of applied sciences in the Federal Republic of Germany may be admitted to the doctoral programme at the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen if

1. the topic that they have chosen for their doctoral thesis falls within the subject specialisation of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen;
2. they completed their first degree examination (*Diplom*) with a grade no lower than “very good” (up to 1.5);
3. they can provide a positive assessment regarding their suitability for academic research by a subject-relevant professor in the Faculty of the university of applied sciences concerned;
4. they can provide a written supervisory agreement by a professor who is a member of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen and who states his/her willingness to subsequently supervise the doctorate; and
5. they have completed a preparatory course of study lasting at least one semester in the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen, which includes five modules from the following fields of study: Nutritional Sciences, Home Economics, Food Economics, Plant Production, Farm Animal Husbandry, Agricultural Economics and Farm Management or Environmental and Resource Management (preparatory doctoral studies). In accordance with Article 10 (2) of the Examination Regulations of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen for its degree courses leading to the degrees of Bachelor of Science (BSc) and Master of Science (MSc) of 20 June 2001, each of these modules must have been awarded a grade of at least “good” (up to 2.7);
6. after successfully completing the preparatory doctoral studies (number 5), they have submitted a Master’s thesis in accordance with Article 27 of the Examination Regulations for the Bachelor of Science (BSc) and Master of Science (MSc) degree courses and this thesis has been awarded a grade no lower than “good” (up to 2.7) pursuant to Article 10 (2) of these Regulations;
7. they have not conclusively failed a doctoral suitability test or similar aptitude test at a different academic university.

(2) The preparatory doctoral studies are designed to prepare applicants for their doctorate and is intended to systematically convey essential theoretical and methodological principles in one of the fields of study referred to in paragraph 1, number 5. The preparatory doctoral studies consist of five study-accompanying Master’s module examinations (three core modules and two profile modules) in the relevant field of study as governed by Article 26 (3) of the Examination Regulations for Bachelor’s and Master’s study programmes. The Doctoral Board decides which of the individual modules must be taken in the preparatory doctoral studies.

(3) Participation in the preparatory doctoral studies may not be required if the results that are to be achieved in the course of study and evidence of suitability for academic research can be provided by other means. The Doctoral Board decides on such matters. Following a positive decision by the Doctoral Board, an aptitude test pursuant to paragraph 4 below shall be taken.

(4) The aptitude test lasts one hour; it covers no more than three subjects chosen by the Doctoral Board from those referred to in paragraph 1, number 5. The aptitude test is intended to demonstrate whether or not the applicant has the knowledge required for the envisaged field of the doctoral degree

and is able to carry out academic research. The aptitude test is conducted by an Examination Committee (Aptitude Test Committee) which is appointed by the Doctoral Board. The Aptitude Test Committee must comprise three members of the group of professors of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen, representing the subject specialisations within of the relevant fields of study. The professor issuing the assessment of aptitude pursuant to paragraph 1, number 3, may be a member of the committee.

(5) Article 9 (1) and (3) apply accordingly to graduates of accredited Master's degree courses from universities of applied sciences in the Federal Republic of Germany.

Article 11

Application for admission as a doctoral candidate

(1) The application for admission as a doctoral candidate must be submitted in writing to the Chair of the Doctoral Board.

The application must include:

1. Curriculum vitae with photograph;
2. Officially certified transcripts of records pursuant to Article 7 or Article 8;
3. Declarations and transcripts of records pertaining to other academic or federal examinations;
4. Declarations as to whether applications have been made for admission as a doctoral candidate at other universities and what the outcome was;
5. If relevant, a declaration to the effect that an aptitude test within the meaning of Article 10 (4) or a similar aptitude test has not been failed conclusively at another university;
6. In the case of non-German applicants, evidence of sufficient language proficiency in German or English must be provided unless a final examination certificate from a university in the Federal Republic of German can be presented;
7. Scholarly publications by the applicant;
8. A working title and provisional study plan for the envisaged doctoral thesis – the topic must be planned in such a way that it will generally be possible to complete it within three years;
9. A proposal regarding the academic member of staff who is to act as the primary supervisor;
10. A written statement and declaration of agreement by the primary supervisor;
11. A declaration to the effect that the Statute of Justus Liebig University Giessen for Ensuring Good Academic Practice (*Satzung der Justus-Liebig-Universität Gießen zur Sicherung guter wissenschaftlicher Praxis*) has been received and that its principles will be observed during the preparation of the doctoral thesis;
12. A declaration stating which of the approved languages specified in Article 15 (5), first sentence, will be used in the doctoral thesis or a special justification as to why, as an exception, another language should be accepted.

(2) If applicants have not yet found a supervisor, the Chair of the Doctoral Board must endeavour to find one. This applies only in the case of applicants who have completed an agricultural or home economics study programme pursuant to Article 9 (1). The written agreement of the prospective supervisor must have been secured. If the supervision is declined, reasons must be presented in writing to the Doctoral Board. By accepting the supervisory duties, the supervisor undertakes to assess the doctoral thesis at a later point in time.

(3) If material or human resources or a workspace are required for the preparation of the doctoral thesis, the supervisor must provide an agreement to supply said resources.

Article 12

Deciding on the application for admission

(1) If the admission criteria within the meaning of Article 9 or Article 10 have been fulfilled and the documents have been submitted pursuant to Article 11 (1) to (3), the Doctoral Board decides on whether to accept the application.

(2) The Doctoral Board may reject an application for admission, providing a written statement of the reasons for its decision. An application for admission is rejected if the doctoral thesis topic proposed by the applicant does not lie within the purview of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen. The applicant shall be informed in writing of the reasons for the rejection of the application for admission; Article 8 (2) applies accordingly.

(3) In justifiable cases and if requested by the applicant, the Doctoral Board may decide – notwithstanding the regulation in Article 9 (2) – to admit an applicant following a trial period in which his/her suitability for academic research must be demonstrated. This condition must be justified in writing and the applicant shall be informed thereof. Article 8 (2) as well as Article 9 (2), second to fifth sentences, shall apply accordingly.

(4) The Doctoral Board may accept the doctoral candidate conditionally or with restrictions. In particular, it may

1. reject the supervision agreement if no member of the group of professors is prepared to carry out this task;
2. reject the agreement to provide material or human resources or limit their duration or scope, if the institute concerned has refused to grant or has limited said resources.

Reasons must be given for applying the conditions and restrictions and the applicant must be informed thereof in writing. Article 8 (2) applies accordingly.

(5) If several applicants apply to prepare a doctoral thesis within the framework of a collaborative research project, the above paragraphs apply accordingly. Applications for acceptance of a doctoral thesis that is to be produced in a collaborative research project by several authors may only be accepted if the Faculty can ensure that the project can be supervised and that the autonomy of the individual performances is assured.

(6) If the Doctoral Board accepts the application for admission, the supervision and subsequent assessment of the doctoral thesis is guaranteed.

(7) The Doctoral Board shall maintain a list of all registered doctoral thesis topics in the Dean's Office, where it may be accessed by members of Justus Liebig University Giessen.

Article 13

Rights and duties of doctoral candidates

(1) Supervised doctoral candidates are entitled to regular academic advice and support from their supervisor(s). Both methodological skills and the principles of good scientific practice must be conveyed to them in accordance with the applicable statutes of Justus Liebig University Giessen.

(2) Supervised doctoral candidates undertake to

1. keep records and full documentation of their research results;
2. provide regular written reports on the progress of their research work;
3. participate in internal seminars; and
4. participate to a limited extent, in routine tasks within their research group.

(3) A written progress report (up to five pages in length) must be prepared in accordance with paragraph 2, number 2, once a year and addressed to the Chair of the Doctoral Board via the primary supervisor. The doctoral relationship may be suspended for a restricted period of time if this report is not submitted or is not submitted correctly. The Doctoral Board decides on such matters.

Article 14 **Doctorates without prior supervision by the Faculty**

(1) Applicants who were not supervised during their work on their doctoral thesis and who fulfil all criteria pursuant to Article 9 may apply for admission as a doctoral candidate while simultaneously initiating an assessment procedure by submitting a doctoral thesis together with the documents stipulated in Article 11 (1), second sentence, numbers 1 to 7. The Doctoral Board may reject the application if the specific subject field dealt with in the doctoral thesis is not sufficiently represented within the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen.

(2) The Doctoral Board may make initiation of the procedure conditional on participation in the preparatory doctoral studies or on evidence of the successful completion of specific achievements in the subject area.

(3) Graduation is not possible without prior supervision

1. if the doctoral thesis was produced within the framework of a collaborative research project and written by several authors;
2. if the research was experimental in nature
3. in the case of applicants covered by Article 9 (3) and (4) as well as Article 10 (1).

(4) If a doctoral thesis submitted pursuant to paragraph 1 was supervised by a scholar who was not formally appointed by the Doctoral Board as a supervisor for this doctoral thesis, the Chair of the Doctoral Board is not obliged to appoint that scholar as an assessor pursuant to Article 6 (2), second sentence.

Article 15 **Preparation of the doctoral thesis**

(1) The primary focus of the doctoral thesis must lie in an area covered by teaching and research in the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen. Furthermore, the doctoral thesis must fulfil the following criteria. It must

1. advance scholarship on the basis of independent research;
2. comply with the methodological principles of the subject to which the topic pertains;
3. contain documentation of the scholarly procedures followed with regard to the material analysed and the technical literature consulted; and
4. state its objectives clearly and with scholarly rigour.

(2) Parts of a scholarly paper written by several authors may be accepted as a doctoral thesis if it fulfils the following criteria:

1. The collaborative research must have been supervised;
2. The applicable part of the paper must have been written by the doctoral candidate;
3. It must present a coherent approach to a topical complex;
4. The individual part written by the doctoral candidate must be clearly definable and gradable;

5. The criteria of paragraph 1 must be fulfilled.

The doctoral candidates must provide information about the nature of the collaborative research in a separate report, which must be endorsed by the supervisor. A separate doctoral procedure is conducted for each individual doctoral candidate.

(3) Several papers (cumulative doctoral thesis) may be recognised as a doctoral thesis if they represent a step-by-step processing of a topic, have appeared in full or in part in scholarly journals, or at least two papers have been accepted for publication in scholarly journals and they fulfil the criteria specified in paragraphs 1 and 5.

(4) A paper that has already published in its entirety may be recognised as a doctoral thesis if it meets the criteria specified in paragraphs 1 and 5. Article 14 (3) applies accordingly.

(5) The doctoral thesis must be written in German and/or English. In particularly well-substantiated exceptional cases, the Doctoral Board may allow the doctoral thesis to be written in another language. A subsequent change of the language specified in the application for admission must be authorised by the Doctoral Board.

Article 16 **Terminating the doctoral relationship, changing the supervisor or topic, withdrawing the assessment application**

(1) Doctoral candidates may apply to terminate the doctoral relationship prior to submitting their doctoral thesis. This is conditional on the submission of a qualified final report. In this case, the Chair of the Doctoral Board pronounces the doctoral relationship terminated. The doctorate is then not deemed to have been failed.

(2) Subject to a proposal by the supervisor, the Doctoral Board may declare that the doctoral relationship has been terminated if the report by the doctoral candidate (Article 13 (3), number 2) shows no sign of progress being made. The doctoral candidate shall first be given a hearing. Article 8 (2) applies accordingly. The relationship is not terminated if the doctoral candidate can provide evidence that he/she is not responsible for the lack of progress in the research.

(3) On substantiated application by the doctoral candidate, the Doctoral Board may suspend the supervisory relationship or dissolve it. Before deciding to dissolve the supervisory relationship, the Doctoral Board must endeavour to find an amicable solution. After the supervisory relationship has been dissolved, the Doctoral Board may, on application by the doctoral candidate, appoint a new supervisor for the envisaged doctoral thesis within a suitable period of time. A new application for admission as a doctoral candidate is not required in that case.

(4) Doctoral candidates may withdraw a previously submitted doctoral thesis at any time until the acceptance of the doctoral thesis has been declined pursuant to Article 18 (6). In that case, the doctorate is not deemed to have been failed. The point in time of the withdrawal shall be entered in the records. If the doctoral candidate intends to revise the withdrawn doctoral thesis, the revised version must be resubmitted to the Chair of the Doctoral Board within six months of the withdrawal. If the doctoral candidate fails to adhere to this deadline without justifiable cause, the doctorate is deemed to have been failed.

(5) Doctoral candidates may reapply once for admission by submitting a new topic. If the previous supervisor is unwilling to supervise the new research, the Doctoral Board will appoint a new supervisor pursuant to Article 5 (2).

(6) On application by the doctoral candidate and with the agreement of the supervisor, the Doctoral Board may bring the working title of the doctoral thesis into line with the progress made in the research.

(7) If the doctoral relationship is terminated prematurely (paragraph 1, first sentence; paragraph 2 first sentence), its dissolution (paragraph 3) or the withdrawal of the doctorate application (paragraph 4),

the documents according to Article 11 (1), second sentence, numbers 1, 4 to 6 and 8 to 12, shall be retained by the Doctoral Board.

Part Three **Assessment procedure**

Article 17 **Initiating the assessment procedure**

(1) The doctoral candidate shall present his/her written application to initiate the examination procedure to the Chair of the Doctoral Board.

(2) The following shall be included with the application:

1. Five typewritten and bound copies of the doctoral thesis considered by the doctoral candidate as ready for publication;
2. An assurance, worded as follows, which must be bound into the doctoral thesis:

"I declare that the doctoral thesis here submitted is entirely my own work, written without any unauthorised help by a third party and solely with the assistance referred to in the thesis. I have indicated in the text those texts that have been quoted from already published sources, either verbatim or by analogy and all statements based on verbally conveyed information. During the research carried out by me and referred to in the doctoral thesis, I have at all times followed the principles of good scholarly practice as defined in the Statue of Justus Liebig University Giessen for Ensuring of Good Academic Practice."

(3) Pursuant to Article 6, the Chair of the Doctoral Board appoints at least two scholars within the meaning of Article 5 (1) to assess the doctoral thesis. The doctoral candidate is informed of the names of the assessors.

(4) If one of the supervisors produced parts of a scholarly work that has been submitted as a doctoral thesis within the meaning of Article 15 (2), the Chair of the Doctoral Board appoints another scholar within the meaning of Article 5 (1) as an assessor. The Doctoral Board decides whether or not a scholar within the meaning of Article 5 (1) from another faculty or another university may be appointed as an assessor.

(5) If the doctoral candidate was not supervised during the production of his/her doctoral thesis (Article 14), he/she may propose an additional assessor and adjudicator from among the scholars referred to in Article 5 (1) within two weeks after the names of the assessors have been announced (Article 3). The additional assessor and the additional adjudicator must agree to their nomination and will then be appointed by the Doctoral Board. Paragraph 6 remains unaffected.

(6) The Doctoral Board may appoint further assessors following consultation with the supervisors.

Article 18 **Assessing the doctoral thesis, completing the assessment procedure**

(1) Each assessment must give an opinion of the theses examined in the doctoral thesis and include a recommendation as to whether the doctoral thesis should be accepted or rejected or whether the procedure should be suspended until the doctoral thesis has been revised. The assessors submit their assessments to the Examinations Office no later than three months after having received the doctoral thesis. At the same time, they also supply the doctoral candidate with copies of their assessments for personal use during the assessment procedure.

(2) A recommendation for acceptance must include a proposed grade and may contain proposals for improvement or expansion.

The grades are;

Excellent	-	summa cum laude
Very good	-	magna cum laude
Good	-	cum laude
Sufficient	-	rite

The grade "Excellent" is only awarded for an unusually high academic performance.

(3) If the assessors appointed pursuant to Article 17 (3) have unanimously decided to award the grade of "summa cum laude", the Chair of the Doctoral Board appoints a third scholar within the meaning of Article 5 (1) to conduct a further assessment of the doctoral thesis.

(4) If the assessors' recommendations regarding acceptance, grading or revision of the work deviate from each other by more than one full grade, the Chair of the Doctoral Board appoints a further assessor on whom the assessors appointed pursuant to Article 17 (3) to (6) must agree. If these fail to reach an agreement, the Doctoral Board decides.

(5) If at least one of the assessments recommends that the work should not be accepted, but at the same time revisions are proposed, the Chair of the Doctoral Board must decide whether the work is to be returned to the doctoral candidate for a specific period of time so that the changes can be effected or whether the procedure pursuant to Article 19 must be continued and the changes proposed in the assessment in question effected only after the disputation. After the doctoral thesis has been revised, the assessors shall be given a period of time – generally not exceeding one month – in which to voice their opinion once again.

(6) If the majority or all the assessments reject the thesis and there are no grounds to assume that a revision would allow for a resubmission at a later point in time, the assessment is deemed to have been failed and the procedure is terminated. The Chair of the Doctoral Board informs the doctoral candidate of the above, giving reasons for the decision. Article 8 (8) applies accordingly. A rejected doctoral thesis, including all assessments, additional assessments and statements, must be held in the Doctoral Board's doctoral records.

(7) In all other cases, the doctoral procedure is continued pursuant to Article 19.

Article 19 **Displaying the doctoral thesis**

(1) If the criteria for continuing the procedure pursuant to Article 18 are fulfilled, the Chair of the Doctoral Board informs the members of the Examining Committee, the Faculty institutes and the supervisors and assessors who are not members of those groups of the name of the doctoral candidate, the title of his doctoral thesis and the grade recommended by the assessors, and that the doctoral thesis will be put on display shortly. Two days after this notification has been submitted, the Chair displays the doctoral thesis together with the assessments in the offices of the Doctoral Board of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen for a period of two weeks. If the period of display lies partly or wholly in a lecture-free period, the doctoral thesis is displayed for a period of four weeks.

(2) The doctoral thesis may be viewed by members and associates of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen who hold a doctorate; the assessments may only be viewed by the members of the group of professors and habilitated members of the Faculty and by those who supervised the research.

(3) Each member of the group of professors and each habilitated member of the Faculty may present an additional assessment of the doctoral thesis within the stipulated period of display (paragraph 1, second sentence). This does not extend the period of display. These persons may, on the basis of their additional assessments, make a formal objection to a proposed grade or against accepting the doctoral thesis.

Article 20

Preparing the disputation

- (1) Following application by the doctoral candidate, the Chair of the Doctoral Board sets a date for the disputation. At the same time, he/she also instates the Doctoral Committee pursuant to Article 4 (1) and appoints its Chair pursuant to Article 4 (2).
- (2) If the doctoral candidate does not file an application pursuant to paragraph 1, first sentence, within six months of receiving the information within the meaning of Article 19 (4), he/she must state in writing that he/she does not wish to proceed to the disputation, in which case the doctorate is deemed to have been irrevocably failed.
- (3) In well-founded exceptional cases and on application by the doctoral candidate, the Chair of the Doctoral Board may extend the period stipulated in paragraph 2.

Article 21

Disputation

- (1) The Chair of the Doctoral Board invites the doctoral candidate, the members of the Doctoral Committee, the supervisors who are not assessors and the scholars who presented additional assessments (Article 19 (3)) to the defence; and announces the date of the defence throughout the university one week before that date.
- (2) The Chair of the Doctoral Committee chairs the disputation. During the disputation, the doctoral candidate must defend his/her doctoral thesis. The doctoral candidate commences the defence with a presentation lasting no more than 15 minutes on the subject matter of the doctoral thesis. The defence concerns itself with the content of the doctoral thesis, the assessments and additional assessments and shall address selected problems associated with the subject matter and other related subject areas that are relevant to the content and methodology of the doctoral thesis.
- (3) The members of the Doctoral Committee and the scholars invited pursuant to paragraph 1 are entitled to ask questions and raise objections. The Chair of the Doctoral Committee must refuse questions that are not in keeping with the purpose of the defence or are unrelated to the subject matter of the defence. This decision may be overruled by virtue of a resolution of the Doctoral Committee.
- (4) The defence shall be conducted in German. On request, it may be conducted in English. The Doctoral Board in conjunction with the Doctoral Committee decide on any exceptions to this procedure.
- (5) The entire defence may last no longer than one hour. The Chair of the Doctoral Committee prepares a written report on the course of the defence.
- (6) Members and associates of the university are entitled to attend the defence as observers. In well-founded exceptional cases, the Doctoral Board may bar the public from attending the defence. If the conduct of the defence is disrupted, the Chair of the Doctoral Committee may exclude the public from further attendance.
- (7) A separate defence must be conducted for each doctoral candidate.
- (8) If requested by all doctoral candidates involved in doctoral thesis within the meaning of Article 15 (2), all defence procedures must be conducted consecutively on the same date and in accordance with paragraphs 2 and 7. The Chair of the Doctoral Committee shall determine the order in which the presentations and defences are to be held; paragraph 3, third sentence, applies accordingly.
- (9) If unsuccessful, a defence may be repeated once (Article 22 (4), third sentence).

Article 22
Evaluating the doctoral performance and determining the overall grade

- (1) Following the defence, the Doctoral Committee first decides on any objections raised (Article 19 (3), second sentence). The person who raised the objection is informed of the Committee's decision. This decision is not open to appeal.
- (2) The Doctoral Committee then evaluates the doctoral thesis on the basis of the evaluations in the assessments, the additional assessments and, where appropriate, opinions formulated pursuant to Article 18 (4), second sentence. The defence is assessed on the basis of the individual evaluations made by the adjudicators.
- (3) The grade of "Excellent" (*summa cum laude*) may be awarded for the defence only if it was graded as such individually by all adjudicators. If the sum of all individual grades results in the defence being deemed unsatisfactory, the doctoral candidate may apply to repeat the defence once and once only. The Chair of the Doctoral Committee grants the doctoral candidate a sufficient period of time in which to file this application. The doctoral candidate may only apply to repeat the defence within the stipulated period of time.
- (4) If the Doctoral Committee decides that the doctoral candidate should be awarded a doctoral degree, the overall grade is determined pursuant to Article 18 (2). This is conditional on the doctoral thesis and its defence each having been awarded a grade of at least "sufficient".
- (5) The grade allocated to the doctoral thesis and the grade allocated to the defence are combined to form an overall grade. If the two grades differ, greater emphasis shall be placed on the grade allocated to the doctoral thesis. An overall grade of "Excellent" (*summa cum laude*) may only be awarded if both the doctoral thesis and the defence have been awarded that grade.
- (6) The Doctoral Committee may instruct the doctoral candidate to make changes to the doctoral thesis before it is printed; the doctoral candidate must be informed of these instructions in writing and has six weeks in which to carry them out.
- (7) Following this period of deliberation, the Chair of the Doctoral Committee informs the doctoral candidate of the result of the assessment.
- (8) The deliberations of the Doctoral Committee and the announcement of the assessment results take place in camera.
- (9) The Chair of the Doctoral Committee shall publicly subject the doctoral candidate to the following obligation: "I hereby oblige you to preserve the dignity of the title that the Faculty and University have granted you and at all times to serve the pursuit of truth – irrespective of personal reputation and external benefits – solely in the name of the greater good."
- (10) The documents submitted to the Doctoral Board pursuant to Article 11 (1) and Article 17 (2) – not including scholarly writings submitted pursuant to Article 11 (1), number 8 – must be held in the doctoral records.

Article 23
Publishing the doctoral thesis

- (1) After the assessment has been passed, the doctoral candidate publishes the final version of the doctoral thesis, as approved by the Doctoral Committee and annotated by the Chair of the Doctoral Committee. The doctoral candidate may revise the doctoral thesis approved by the Doctoral Committee for print purposes only if express consent is given by the Chair.

(2) If the accepted version of the doctoral thesis needs to be revised (shortened, changed or expanded) so that it can be published in a journal, in a series of academic papers or as a book, the doctoral candidate first seeks the approval of the supervisors and the Doctoral Board.

(3) The doctoral candidate is obliged to give the academic community access to the doctoral thesis by producing sufficient copies of the doctoral thesis and putting it into circulation. This may be effected by the four different means of publication stipulated in the following paragraphs: either as a book or a photographic publication (paragraph 5, number 2, and paragraph 8), as an electronic publication (paragraph 5, number 3, and paragraph 8), as an article in a scholarly journal (paragraph 6, number 1) or as a publication by a commercial publisher (paragraph 6, number 2, and paragraph 8). These obligations form one unit in the sense of their constituting an academic accomplishment. They include the obligation to prepare an abstract of the doctoral thesis (including a one-page English-language abstract) for publishing purposes in both written and electronic format; the abstract must have been approved by the primary supervisor and may not exceed one DIN A4 page in length. The abstract must be submitted to the Examinations Office (Article 2 (3)). The format and type of data storage medium used must be agreed with the university library.

(4) The doctoral thesis is deemed to have been made sufficiently available to the academic community once the doctoral candidate has submitted two copies of the approved version to the Examinations Office (Article 2 (3)) for its records and has presented the further compulsory copies to the locations stipulated in paragraphs 5 and 8.

(5) The following shall be presented to the university library free of charge:

1. Four copies for the archives printed on age-resistant wood- and acid-free paper and durably bound; **and**,
2. – if the doctoral thesis is published as a book or photographic document, 40 copies of the book or photographic document for distribution purposes; **or**,
3. in the case of electronic publication, one electronic version whose file format and data storage medium must be approved by the university library.

(6) Apart from the four copies for the university library stipulated in paragraph 5, number 1, no further copies need to be submitted to the university library, if

1. the doctoral thesis was published in an academic journal; or
2. a commercial publisher has assumed the task of distributing the doctoral thesis via the book trade, a minimum print run of 150 copies can be confirmed and the reverse of the title page identifies the publication as a Giessen University doctoral thesis produced in the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen.

(7) In the cases stipulated in paragraph 5, number 2, the doctoral candidate allows Justus Liebig University Giessen to publish and distribute further copies of the doctoral thesis and to make the doctoral thesis available in data networks within the framework of the university library's legal obligations. In cases covered by paragraph 5, number 3, the doctoral candidate allows Justus Liebig University Giessen to publish and distribute further copies of the doctoral thesis and to make the doctoral thesis available in data networks within the framework of the university library's legal obligations.

(8) In the cases covered by paragraph 5, numbers 2 and 3 and by paragraph 6, number 2, ten copies of the doctoral thesis must be presented free of charge to the institute in which the doctoral thesis was produced. The Examinations Office (Article 2 (3)) receives confirmation of the presentation.

(9) Publication in the manner stipulated in paragraph 2 must be effected within one year. In substantiated exceptional cases and if applied for in good time by the doctoral candidate, the Chair of the Doctoral Board may grant an extension of the publication deadline.

(10) If the doctoral candidate culpably misses a set deadline, the rights conferred by the doctoral degree shall be rendered null and void.

(11) If the research was supervised and the supervisor or academic facility in which the doctoral thesis was produced made material or human resources available or provided an experimental workspace, the documentation created within the framework of the research project is held by the supervisor or academic facility. The use made of the doctoral thesis is otherwise subject to copyright regulations.

Article 24 Doctoral certificate

(1) Once the doctoral thesis has been published in the manner stipulated in Article 23 (3) to (5) and (8), the Dean presents the doctoral certificate to the doctoral candidate. The doctoral certificate must contain the date of the defence, which counts as the date on which the doctoral degree was awarded, the title and author of the doctoral thesis and the overall grade for the doctoral performance (sample certificate Dr. agr. – Annex 1; sample certificate Dr. oec. troph. – Annex 2). The certificate is signed by the Dean and bears the seal of the University and, if applicable, the seal of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management.

(2) The Dean may issue a temporary certificate in respect of the doctoral degree if the doctoral candidate has signed a contract with a commercial publisher regarding publication of the doctoral thesis. The temporary certificate is valid for one year. The period begins as soon as the temporary certificate has been issued; the certificate bears the date on which it was issued.

(3) The doctoral title may only be used after the doctoral certificate has been presented pursuant to paragraph 1.

Part Four Final provisions

Article 25 Disallowance and withdrawal of the doctoral degree

(1) The Doctoral Board must disallow the completion of the doctoral graduation procedure if, before the procedure is concluded, it is found that

1. the doctoral candidate has cheated to a significant extent during the procedure; or
2. key criteria for the doctoral assessment have not been fulfilled.

(2) The Doctoral Board may withdraw the doctoral degree if the reasons stipulated in paragraph 1 come to light subsequently or the rights granted pursuant to Article 23 (10) have lapsed.

(3) Before the Doctoral Board takes a decision regarding disallowance or withdrawal of the doctoral degree, the person concerned must be given a reasonable period of time in which to respond to the accusations made. Article 8 (2) applies accordingly.

Article 26 Doctoral fees

(1) The doctoral fee is EUR 150. Proof of payment must be provided when the application to open the assessment procedure is made (Article 17 (1)).

(2) The fee for repeating the defence (Article 22 (4), third sentence) is EUR 50. Proof of payment must be provided when the application to re-open the assessment procedure is made (Article 22 (4), fifth sentence).

(3) In cases of hardship, doctoral candidates may apply for a reduction of the fee or exemption from it. The Doctoral Board decides on such matters. its decision is final.

Article 27 Honorary doctorates

(1) In recognition of distinguished academic achievements or other outstanding merits the Faculty may award

1. an Honorary Doctorate in Agriculture (Doctor agriculturae honoris causa –Dr. agr. h. c.); or
2. an Honorary Doctorate in Home Economics and Nutritional Sciences (Doctor oeconomiae trophologiaeque honoris causa –Dr. oec. troph. h. c.).

(2) The procedure for awarding an honorary doctorate is initiated by a written proposal submitted by members of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen. The proposal is submitted to the Dean and must be supported by at least one-third of the members of the Faculty Council who hold a doctorate and are eligible to vote. The Dean submits the proposal to the Doctoral Board for further deliberation.

(3) At a meeting of the Faculty Council closed to the public, the Dean reads out the proposal and statement of opinion by the Doctoral Board. On proposal by the Dean, the Faculty Council appoints at least three referees who acknowledge in written assessments the accomplishments and merits of the nominee. If the Doctoral Board rejects the proposal, the matter may only be pursued further if it is supported by at least half the members of the Faculty Council who hold a doctorate and are eligible to vote.

(4) In a second non-public meeting of the Faculty Council, the Dean once again reads out the proposal, the statement of opinion by the Doctoral Board and the assessments by the referees. At that meeting, the Faculty Council takes a first vote on the proposal – notwithstanding the regulation stipulated in paragraph 3. The proposal, the statement of opinion by the Doctoral Board and the assessments by the referees must be submitted to the Dean's Office one week before the meeting for confidential perusal by the members of the Faculty Council.

(5) A final decision may only be reached in a further non-public meeting of the Faculty Council, which may be held at the earliest four weeks after the first vote in the Faculty Council (paragraph 4).

(6) The procedure for voting on the honorary doctorate pursuant to paragraph 3, third sentence, paragraph 4 and paragraph 5 is by secret ballot,. A majority of all members of the Faculty Council entitled to vote is required for the proposal to be passed.

(7) The Dean of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen awards the honorary doctorate by presenting the relevant certificate. The certificate contains the date of presentation, which is taken as the date on which the honorary doctorate was awarded. The certificate acknowledges the achievements of the honorary doctor (sample certificate Dr. agr. h. c. – Annex 3, sample certificate Dr. oec. troph. h. c. – Annex 4). The certificate is signed by the Dean and bears the seal of the University and, if appropriate, the seal of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management.

Article 28 Binational doctoral procedures

As soon as a statute for binational doctoral procedures has been enacted by Justus Liebig University Giessen and has come into effect and the University has reached agreement, within the framework of cooperation agreements, on binational doctoral procedures with equivalent foreign universities for its Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management, the statute for binational doctoral procedures will apply.

Article 29
Transitional provisions and entry into force

(1) (1) Doctoral candidates whose supervisory relationship began before these Doctorate Regulations entered into force may decide whether they wish to conclude their doctoral degree in accordance with the regulations set out in the Doctorate Regulations governing the award of the Dr. agr. by the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen of 19 June 1991 (Official Journal³ 1992, p. 304) in the version amended by the Second Amendment Resolution of 3 May 2000 (Official Gazette⁴ 45/2000, p. 3630) or in accordance with the Doctorate Regulations for Home Economics and Nutritional Sciences of Justus Liebig University Giessen of 22 June 1977 (Official Journal 1978, p. 524) in the version amended by the First Amendment Resolution of 16 May 1979 (Official Journal 1979, p. 498) or in accordance with these Doctorate Regulations. An appropriate declaration must be submitted in writing to the Chair of the Doctoral Board within one year of these Doctorate Regulations entering into force – but at the latest together with their application to initiate the assessment procedure pursuant to Article 17 (1). The declaration is irrevocable. If no declaration is made, these Doctorate Regulations will apply.

(2) The Doctorate Regulations of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen of 7 July 2004 enter into force as soon as they have been published in the Official Gazette for the Federal State of Hesse (*Staatsanzeiger für das Land Hessen*). Apart from the transitional regulations stipulated in paragraph 1, the following regulations shall simultaneously cease to be in force: the Doctorate Regulations governing the award of the Dr. agr. by the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management of Justus Liebig University Giessen of 19 June 1991 (Official Journal 1992, p. 304) in the version amended by the Second Amendment Resolution of 3 May 2000 (Official Gazette 45/2000, p. 3630) and the Doctorate Regulations for the Home Economics and Nutritional Sciences of Justus Liebig University Giessen of 22 June 1977 (Official Journal 1978, p. 524) in the version amended by the First Amendment Resolution of 16 May 1979 (Official Journal 1979, p. 498).

Giessen, 7 July 2004

Prof. Dr. Wolfgang Köhler

Dean of the Faculty of Agricultural Sciences, Nutritional Sciences and Environmental Management,
Justus Liebig University Giessen

B1-P04-051-09

³ Amtsblatt

⁴ Staatsanzeiger

Annex 1 (relating to Article 24 (1))

Sample doctoral certificate Dr. Agr

Doctor of Agriculture

**The Faculty of Agricultural Sciences,
Nutritional Sciences and Environmental Management
of Justus Liebig University Giessen**

under the Deanship of the
Professor of (*Department, Dr., First Name, Surname*)
hereby confers on

Mr

(*First name, Surname*), born (surname at birth)
born on (date) in (place)

the degree of

Doctor of Agriculture
(Doctor agriculturæ – Dr. agr.)

after completing the proper doctorate procedure
and demonstrating his academic skills
by means of the doctoral thesis entitled
(title of doctoral thesis)
and through the defence
and having been awarded
the overall grade of *(overall grade)*

Giessen, (*date of defence*)

(*Seal of Justus Liebig
University Giessen*)

(*Faculty seal,
if applicable*)

(Signature of the Dean)
Dean

Annex 2 (relating to Article 24(1))

Sample Doctoral Certificate Dr. oec. troph.

Doctor of Home Economics and Nutritional Sciences

**The Faculty of Agricultural Sciences,
Nutritional Sciences and Environmental Management
of Justus Liebig University Giessen**

under the Deanship of the
Professor of (*Department, Dr., First Name, Surname*)
hereby confers on

Mr
(*First name, Surname*), born (surname at birth)
born on (date) in (place)

the degree of

Doctor of Home Economics and Nutritional Sciences
(*Doctor oeconomiae trophologiaeque – Dr. oec. troph.*)

after completing the doctorate procedure
and demonstrating his academic skills
by means of the doctoral thesis entitled
(title of doctoral thesis)
and through the defence
and having been awarded
the overall grade of (*overall grade*)

Giessen, (*date of defence*)

(*Seal of Justus Liebig
University Giessen*)

(*Faculty seal,
if applicable*)

(*Signature of the Dean
Dean*)

Annex 3 (relating to Article 27 (7))

Sample honorary doctoral certificate Dr. agr. h. c.

Honorary Doctor of Agriculture (Dr. agr. h. c.)

**The Faculty of Agricultural Sciences,
Nutritional Sciences, and Environmental Management
of Justus Liebig University Giessen**

under the Deanship of the
Professor of (*Department, Dr., First Name, Surname*)
hereby confers on

Mr
(*First name, Surname*), born (surname at birth)
born on (date) in (place)

the degree of

Honorary Doctor of Agriculture (Dr. agr. h. c.)
(Doctor agriculturæ honoris causa – Dr. agr. h. c.)

in recognition of his scholarly achievements
(*Description of the scholarly achievements*)

Giessen, (presentation date)

(*Seal of Justus Liebig
University Giessen*)

(*Faculty seal,
if applicable*)

(*Signature of the Dean*)
Dean

Annex 4 (relating to Article 27 (7))

Sample honorary doctoral certificate Dr. oec. troph. h. c.

Honorary Doctor of Home Economics and Nutritional Sciences

**The Faculty of Agricultural Sciences,
Nutritional Sciences and Environmental Management
of Justus Liebig University Giessen**

under the Deanship of the
Professor of (*Department, Dr., First Name, Surname*)
hereby confers on

Ms
(*First name, Surname*), born (*surname at birth*)
born on (*date*) in (*place*)

the degree of

Honorary Doctor of Home Economics and Nutritional Sciences
(*Doctor oeconomiae trophologiaeque honoris causa – Dr. oec. troph. h. c.*)

in recognition of her scholarly achievements
(*Description of scholarly achievements*)

Giessen, (*presentation date*)

(*Seal of Justus Liebig
University Giessen*)

(*Faculty seal,
if applicable*)

(*Signature of the Dean*)
Dean