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Doctorate Regulations of the Faculty of Veterinary Medicine

### Doctorate Regulations of the Faculty of Veterinary Medicine at Justus Liebig University Giessen of 6 February 2002

#### Version information

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#### Tabular presentation of the version information

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<sup>2</sup> Staatanzeiger (Official Gazette)

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## Article 1

### Academic title and purpose of the doctoral degree

(1) On due completion of the doctorate procedure, the Faculty of Veterinary Medicine shall confer on candidates who, on the basis of a doctoral thesis and a disputation,

1. have demonstrated academic aptitude in the field of veterinary medicine, the degree of Doctor of Veterinary Medicine (Doctor medicinae veterinariae, Dr. med. vet.); or who
2. have demonstrated academic aptitude in the field of animal biology, the degree of Doctor of Animal Biology (Doctor biologiae animalium, Dr. biol. anim.).

(2) [Not applicable]

(3) The doctoral degree shall be awarded in recognition not only of the completion of a course of university studies but also of evidence of a special aptitude for independent academic research. This evidence shall be provided by means of an independent contribution to advancing scientific knowledge (doctoral thesis) and an academic discussion (disputation).

## Article 2

### Official bodies and competence

(1) The official bodies involved in the doctorate procedure shall be: the Doctoral Committee (Article 3), the supervisor(s) (Article 2), the assessors (Article 11 (1) and (3)) and the Assessment Committee (Article 11 (2)).

(2) The Doctoral Committee shall decide on all matters relating to the doctoral degree, unless they are covered by other provisions in the Doctorate Regulations. In particular, it shall appoint the supervisor(s), appoint the assessors and convene the Assessment Committee.

(3) The supervisor's role shall involve providing specialist advice and support for the doctoral candidate throughout his/her entire doctoral studies, in particular during the preparation of the doctoral thesis.

(4) The assessor's role shall be to assess the doctoral thesis.

(5) The Assessment Committee shall decide whether a doctoral thesis is to be accepted, modified or rejected; it shall conduct the disputation and shall subsequently evaluate the doctoral performance. It shall decide whether the disputation should be repeated or whether the doctoral candidate can be awarded the doctoral degree.

(6) Supervisors, assessors and members of the Assessment Committee may be appointed from among the following academics, who must be members or associates of the Faculty: professors, university lecturers, professors who have been relieved of their duties, retired professors, extraordinary professors, private lecturers and habilitated scholars. The academics referred to in the previous sentence may also be appointed as supervisors, assessors and members of the Assessment Committee if they are members of other faculties of Justus Liebig University.

(7) The primary supervisor must be an academic pursuant to the definition in paragraph 6, first or second sentence. At the applicant's request, the Doctoral Committee may appoint an additional academic within the meaning of paragraph 6, first or second sentence, an honorary professor or a research assistant as a supervisor. At least one of the supervisors must be a member of the Faculty of Veterinary Medicine.

(8) Pursuant to Article 11 (6), second sentence, academics within the meaning of paragraph 6, first or second sentence, honorary professors or research assistants may also be appointed as assessors if they are members of other academic universities or research institutions.

### **Article 3**

#### **Doctoral Committee**

(1) The Doctoral Committee shall comprise the Chair, who must be a professor, two other professors, two research assistants who hold a doctoral degree and, in a non-voting advisory capacity, a student member, who, if possible, should be a doctoral candidate. An alternate must be elected for each member of the Doctoral Committee.

(2) The members of the Doctoral Committee and their alternates – with the exception of the student member, who shall be elected for one year – shall be elected for a period of two years by the representatives of the relevant group in the Faculty Council.

(3) The Chair of the Doctoral Committee and alternate Chair, who must also be a professor, shall be elected by the Faculty Council on the basis of the Dean's proposal for a period of two years.

(4) The Doctoral Committee shall meet at least once each semester. It shall be quorate if at least four members who are eligible to vote are present. The discussions and voting in the Doctoral Committee shall take place in non-public meetings. Voting on assessment decisions shall take place in meetings that are open to the public. Decisions shall require a majority of the votes of those present who are eligible to vote. In the event of a tied vote, the Chair shall have the casting vote.

(5) The Chair shall be responsible for the day-to-day business of the Doctoral Committee. Anyone affected by a decision that it has taken and any member of the Doctoral Committee is entitled to file a complaint. The Doctoral Committee shall decide how to proceed from there. The decisions of the Doctoral Committee must be made in writing. Reasons must be given for decisions to reject complaints filed by doctoral candidates and information about the right of appeal must be appended.

(6) Doctoral candidates affected may lodge an appeal against the decision of the Doctoral Committee with the Chair of the Doctoral Committee. The Doctoral Committee shall decide whether to take action on the appeal. If no action is taken, the President of the Justus Liebig University shall be called upon to decide.

### **Article 4**

#### **Admission requirements for graduates from educational institutions specialising in veterinary medicine**

(1) Applicants who have graduated in veterinary medicine in the Federal Republic of Germany may be admitted to studies leading to a doctoral degree in Veterinary Medicine if

1. they have passed the veterinary medicine assessment with an overall result of "good" (2.49) or higher; and
2. the topic envisaged for the doctoral thesis falls within the subject competence of the Faculty of Veterinary Medicine.

(2) If evidence cannot be provided that an honours degree, within the meaning of paragraph 1, number 1, has been achieved, admission shall be granted only after the completion of a probationary period of three months. During the probationary period the applicant must demonstrate an aptitude for academic research and this must be confirmed by the supervisor or the proposed supervisors.

(3) At the applicant's request, the Doctoral Committee may recognise an equivalent veterinary medicine qualification that has been awarded outside the Federal Republic of Germany, provided that it is of an equivalent level as determined by the equivalency agreement signed by the Standing Conference of the Ministers of Education and Cultural Affairs (*Kultusministerkonferenz*) and the German University Rectors' Conference (*Hochschulrektorenkonferenz*). Should there be any doubt about whether the qualification is an equivalent, information should be requested from the Central Office for Foreign Education in the Federal Republic of Germany.

## Article 5

### Admission requirements for other university graduates

(1) Graduates in biological or natural sciences from academic universities in the Federal Republic of Germany may be admitted to studies leading to a doctoral degree in Animal Biology, provided that, in addition to meeting the conditions in Article 4 (1), number 2,

1. they have passed the undergraduate or Master's examination at the academic university with the overall grade of "very good"; and
2. they can provide written acceptance from a professor who is a member of the Faculty of Veterinary Medicine and has declared his/her willingness to supervise the planned doctoral degree.

Article 4 (2) and (3) shall apply *mutatis mutandis*.

(2) Graduates of relevant study programmes at universities of applied sciences in the Federal Republic of Germany may be admitted to studies leading to a doctoral degree in Animal Biology, provided that, in addition to meeting the conditions in Article 4 (1), number 2,

1. they have passed the undergraduate examination (*Diplom*) at the university of applied sciences with the overall grade of "very good";
2. they can provide evidence of a positive assessment of their ability to engage in scientific research by a professor in the relevant subject area in the appropriate faculty at the university of applied sciences;
3. they can present written acceptance by a professor who is a member of the Faculty of Veterinary Medicine and who has stated his/her willingness to supervise the planned doctoral degree;
4. they have completed a study programme in animal medicine (doctoral studies) lasting at least two semesters in preparation for the doctoral degree; and
5. they have successfully completed the aptitude test, in accordance with paragraph 4 above.

(3) During the doctoral studies evidence must be provided of regular and successful participation in at least three of the subjects specified by the Doctoral Committee. Doctoral studies do not need to be completed if the performance to be evidenced in the studies and the aptitude for scientific research required for the doctoral degree can be demonstrated in other ways; the Doctoral Committee shall decide in this matter.

Following a positive decision, the aptitude test must then be taken in accordance with paragraph 4 above.

(4) The aptitude test shall last one hour and shall cover no more than three subjects. The aim of the aptitude test is to determine whether the applicant has the required knowledge in the planned doctorate field and the ability to carry out scientific research. The aptitude test shall be conducted by an assessment committee (Aptitude Test Assessment Committee) appointed by the Doctoral Committee. The Aptitude Test Assessment Committee shall comprise three members of the Faculty, namely two professors and one research assistant who holds a doctoral degree. The professor who has drafted the aptitude assessment pursuant to paragraph 2, number 2, may be consulted in an advisory capacity.

(5) For graduates of relevant Master's study programmes at universities of applied sciences in the Federal Republic of Germany, paragraph 1 shall apply *mutatis mutandis*.

(6) The Doctoral Committee shall decide on exceptions to paragraph 1, first sentence, and paragraph 2.

## Article 6

### Admission as a doctoral candidate and supervision of the doctorate procedure

(1) If the criteria in Articles 4 and 5 have been fulfilled, applicants may contact the Chair of the Doctoral Committee to request admission as a doctoral candidate. The following must be appended to the application:

1. Curriculum vitae with photograph;
2. Transcripts of Records pursuant to in Article 4 or Article 5;
3. Explanations and reports on other academic or state examinations that the applicant has passed or failed;
4. Explanations as to whether a doctorate procedure has previously been applied for and the outcome;
5. Declaration that the Statute of Justus Liebig University for Ensuring Good Scientific Practice has been received and that its principles will be observed during the preparation of the doctoral thesis;
6. Declaration regarding which of the languages approved pursuant to Article 10 (3) will be used in the doctoral thesis;
7. Information on the research area and the topic of the planned doctoral thesis;
8. Information on where the planned research will be conducted;
9. Name and address of the proposed supervisor (where several supervisors are proposed, it should be stipulated which of them pursuant to Article 2 (7) is to be the primary supervisor and which is to be the secondary supervisor);
10. Statement from the proposed supervisor(s); and
11. Scientific writings already published by the candidate.

(2) Where human or material resources are necessary for the completion of the doctoral thesis, the thesis supervisor shall submit a declaration to the effect that sufficient human and material resources are available. This declaration does not establish legal rights for the doctoral candidate. In the event of conflict the Dean's Office shall decide.

## Article 7

### Decision of the Doctoral Committee on admission

(1) If the criteria in Article 6 have been fulfilled, the Doctoral Committee shall approve the planned doctoral degree and appoint the supervisor. The Doctoral Committee may subject acceptance of the planned doctoral degree to limitations or reservations; the doctoral candidate must be provided with a written, reasoned statement in that regard.

(2) Should the research be conducted outside the Faculty, the findings may only be submitted as a doctoral thesis if, before the research work has started, the Doctoral Committee expressly decides to agree to the research being conducted outside the Faculty and appoints as primary supervisor an academic who meets the requirements within the meaning of Article 2 (6), first sentence, and who is a member of the Faculty.

(3) The Doctoral Committee may decide, for reasons other than that given in Article 4 (2), that admission as a doctoral candidate shall be granted only after a maximum of six months' probation, during which the aptitude for scientific research must be demonstrated. If the applicant does not pass the probation according to the written declaration by the supervisor(s), he/she will not be admitted as a doctoral candidate.

(4) If the criteria for acceptance have not been fulfilled, the Doctoral Committee shall refuse the application for admission; Article 3 (6) shall apply *mutatis mutandis*.

## Article 8

### Rights and duties of doctoral candidates

(1) Doctoral candidates shall be entitled to be given regular academic supervision, advice and support from their supervisor. In addition to technical skills, they shall be taught a fundamental ethical attitude to scientific research as well as a responsible approach to handling the results and to working with other scientists/academics.

(2) Doctoral candidates shall be required to:

1. keep records and complete and accurate documentation and research results;
2. work in a responsible manner and demonstrate collegiality;
3. report regularly on the progress of their research;
4. participate in internal seminars; and
5. cooperate, to a limited extent, in routine tasks within their working group.

## Article 9

### Completion of the doctorate procedure without submitting the doctoral thesis

(1) The doctoral candidate may apply for the doctorate procedure to be concluded before presenting the thesis. In this case, the Chair of the Doctoral Committee shall declare the procedure concluded; the doctoral degree shall not be deemed to have been failed.

(2) With the agreement of the supervisor or at his/her request, the Doctoral Committee may declare the doctorate procedure to have been concluded if, after an appropriate period, no progress in the doctoral candidate's research can be observed. The doctoral candidate must previously be given a hearing. In this case, the doctoral degree shall likewise not be deemed to have been failed. The doctorate procedure shall not be declared to have been concluded if the doctoral candidate provides evidence to show that he/she is not responsible for the lack of progress in the research.

(3) The doctorate procedure can be suspended for a limited period of time in justified cases.

(4) In the event of early conclusion of the doctorate procedure, Article 12 (5) shall apply *mutatis mutandis*.

## Article 10

### Opening the assessment procedure, presenting the doctoral thesis

(1) The doctoral candidate shall apply for the assessment procedure to be opened by presenting four copies of his/her doctoral thesis.

(2) The main focus of doctoral thesis presented must fall within a topic area that is adequately represented in the Faculty of Veterinary Medicine of Justus Liebig University Giessen. Furthermore, only research that meets the following criteria may be presented as a doctoral thesis:

1. It must advance scientific knowledge as a result of independent research;
2. It must comply with the methodological principles of the subject area;
3. It must be presented in a format that fulfils the criteria for academic publication;
4. It must include documentation compliant with the principles of scientific research of the material assessed and of the specialist literature consulted.

(3) Apart from a monographic doctoral thesis, a cumulative thesis comprising two or more publications may be presented if they have at least been accepted for publication in independent peer-reviewed scientific journals and if the doctoral candidate is cited as the first author in at least one of the publications. In this case, a

broader literature overview regarding the status of the research and a comprehensive discussion must be included. Additionally, data and explanations of the methodological procedure that are not contained in the publications must be recorded in an annex. A cumulative doctoral thesis can only be accepted if the individual contribution of the doctoral candidate is clearly measurable and definable. The doctoral candidate must describe his/her individual contribution in the areas of study planning, study implementation and compiling the manuscript, and all co-authors must append their signature to indicate their agreement. The Doctoral Committee shall decide on exemptions.

(4) The doctoral thesis must be written in German or in English and include an abstract in both German and in English. The desired language of use must be specified on admission. Subsequent changes to the desired language require the approval of the Doctoral Committee.

(5) The doctoral candidate must present four bound copies of the doctoral thesis, in a typed format that can be considered ready for printing.

(6) A declaration that is worded as follows must be appended to the doctoral thesis:

"I hereby declare that I have completed the submitted doctoral thesis independently and without any unauthorised outside help and with only those forms of support mentioned in the thesis. All texts that have been quoted verbatim or by analogy from published and non-published writings and all details based on verbal information have been identified as such. In the analyses that I have conducted and to which I refer in this thesis, I have followed the principles of good scientific practice, as stated in the Statute of Justus Liebig University Giessen for Ensuring Good Scientific Practice."

## **Article 11**

### **Appointment of assessors and the Assessment Committee, assessment and evaluation of the doctoral thesis**

(1) After the doctoral thesis has been submitted, the Chair of the Doctoral Committee shall appoint at least two assessors; the primary supervisor must be appointed as the primary assessor.

(2) At the same time, the Chair of the Doctoral Committee shall appoint an Assessment Committee, which shall comprise the following members:

1. The primary assessor as the Chair of the Assessment Committee;
2. The additional assessors pursuant to paragraph 1 above; and
3. At least one additional member of the Faculty as defined within the meaning of Article 2 (6), first sentence.

(3) Without prejudice to paragraph 6 below, the doctoral candidate shall be entitled, following the appointment of the assessors, to nominate an additional assessor pursuant to paragraph 1 above; he/she must fulfil the conditions set forth in Article 2 (6).

(4) Each of the assessors shall submit a reasoned assessment to the Doctoral Committee within three months and shall recommend that the research be accepted, amended or rejected. In exceptional cases, the work may be recommended for acceptance subject to certain conditions. A recommendation for acceptance must be combined with a suggested grade for the doctoral thesis. Should an assessor recommend that the thesis be rejected, the Doctoral Committee shall decide how to proceed; paragraph 6 shall apply *mutatis mutandis*.

(5) The grades for recommending acceptance are:

- Excellent – summa cum laude (grade value: 0)
- Very good – magna cum laude (grade value: 1)
- Good – cum laude (grade value: 2)
- Sufficient – rite (grade value: 3)



The grade “excellent” should only be awarded for an unusually high academic performance. The grade for rejection is:

Insufficient – nun sufficit (grade value: 4)

(6) If the deadline referred to in paragraph 4 above is exceeded, the Doctoral Committee may appoint additional assessors pursuant to Article 2 (6), first and second sentences. After the Assessment Committee hearing, it may at any time appoint as assessors additional academics within the meaning of Article 2 (6), first or second sentence, honorary professors or research assistants, even if they are members of other academic universities or research institutions, if it considers this necessary.

(7) At the request of an assessor, the Assessment Committee may, with the agreement of the other assessors, return the doctoral thesis for revision, and shall set an appropriate deadline for this. Should the doctoral candidate allow this deadline to pass without valid reason, the doctoral thesis shall be considered to have been rejected. The revised doctoral thesis must be resubmitted to all assessors.

## **Article 12**

### **Displaying the doctoral thesis, decision on the doctoral thesis**

(1) As soon as the assessment of the doctoral thesis has been completed, the Chair of the Doctoral Committee shall inform

1. the members of the Doctoral Committee;
2. the members of the Assessment Committee; and
3. the professors and habilitated scholars in the Faculty

that the doctoral thesis will be placed on display and shall, at the same time, place it on display together with the assessments in the Dean’s Office for three weeks.

(2) Every member of the university holding a doctoral degree is entitled to view the doctoral thesis. Members and associates of the Faculty within the meaning of Article 2 (6), first sentence, may view the assessments and add their own additional assessment within the display deadline. In an additional assessment, a reasoned objection may be raised to the acceptance of the doctoral thesis or to the proposed grade.

(3) After the display deadline has passed, the Assessment Committee shall first take a decision, where relevant, with regard to the objections raised pursuant to paragraph 2. It may also seek additional assessments. Additional assessors shall have a period of two weeks within which they may lodge a complaint with the Doctoral Committee against decisions of the Assessment Committee to dismiss their objections.

(4) After the decision about objections, the Assessment Committee shall decide whether to accept or reject the doctoral thesis. If the doctoral thesis is rejected, the Chair of the Assessment Committee shall inform the Chair of the Doctoral Committee, giving the principal reasons. The Chair of the Doctoral Committee shall notify the doctoral candidate of the decision in a written decision; the decision must be briefly justified and must be accompanied by information about the right of appeal. Research work that is rejected shall be retained on file together with all assessments.

(5) The documents submitted to the Doctoral Committee pursuant to Article 6 (1) – with the exception of the original versions of transcripts of records and scientific writings – together with a copy of the thesis submitted shall be kept on record. If the supervisor or the academic establishment in which the project was conducted provided material and human resources or an experimental post, the documents produced as part of the research project shall be retained by the supervisor or by the academic establishment. Use of the documents shall otherwise be governed by the applicable copyright provisions.

## **Article 13**

### **Preparing for the disputation**

(1) After the thesis has been accepted the Chair of the Assessment Committee shall notify the doctoral candidate of the receipt of the assessments, which he or she may view in the Dean's Office; this does not apply to the assessors' proposed grades.

(2) On application by the doctoral candidate and after discussion with the members of the Assessment Committee, the Chair shall set the date for the disputation.

(3) If within six months following the information pursuant to paragraph 1 above the doctoral candidate fails to present an application pursuant to paragraph 2 or if he/she declares in writing that he/she does not wish to proceed to a disputation, the doctoral degree shall have been failed. Article 12 (4) shall apply *mutatis mutandis*.

(4) In well-founded exceptional cases, the Doctoral Committee may extend the deadline if so requested by the doctoral candidate, pursuant to paragraph 3.

## **Article 14**

### **Disputation**

(1) The Chair of the Assessment Committee shall invite the doctoral candidate, the members of the Assessment Committee, the assessors appointed pursuant to Article 11 (1), (3) and (6) and anyone who has submitted additional assessments pursuant to Article 12 (2) to the doctoral disputation and shall announce the date and time publicly. The Assessment Committee shall be quorate if the Chair and at least two assessors are present.

(2) The Chair of the Assessment Committee shall chair the disputation and ensure that it proceeds appropriately. The disputation shall generally last half an hour, and at most one hour. Minutes of the disputation shall be prepared.

(3) The disputation shall be opened with a short presentation by the doctoral candidate of no more than 15 minutes outlining the contents of the thesis. The disputation shall be based on the contents of the thesis, shall include the objections and other guidance provided by the assessors and additional assessors and shall also cover selected problems associated with the topic and other related subject areas.

(4) The members of the Assessment Committee and the others invited pursuant to paragraph 1 above shall be entitled to ask questions and give replies.

(5) Members and associates of the University shall be admitted to the disputation as observers. In well-founded exceptions the Assessment Committee can take its decision in camera. If the disputation is disrupted, the Chair of the Assessment Committee may exclude the public.

## **Article 15**

### **Evaluating the doctoral performance**

(1) Immediately after the disputation, the Assessment Committee shall decide, taking the assessments, the additional assessments and the disputation into consideration, whether the doctoral candidate shall be awarded the doctoral degree. Secret balloting and abstentions are not permitted.

(2) Should the Assessment Committee decide not to confer the doctoral degree on the doctoral candidate, the Chair of the Assessment Committee shall notify the doctoral candidate of the decision following the discussion in the Assessment Committee. The Chair of the Doctoral Committee shall also inform the doctoral candidate of the decision in writing; information about the right of appeal must be appended to the decision notice. The

decision must include information to the effect that the disputation may only be repeated once within a period of six months. To this end, an application to repeat the disputation must be submitted; the procedure to be followed thereafter is provided for in Article 14.

(3) Should the Assessment Committee decide to award the doctoral degree to the doctoral candidate, it shall evaluate the thesis on the basis of the grades proposed by the assessors (Article 11 (4)) and additional assessors (Article 12 (2)) and the disputation on the basis of the individual judgements of the members of the Assessment Committee, each with a grade pursuant to Article 11 (5). The grades awarded for the disputation and thesis shall then be combined to provide an overall grade. The performance in the thesis and the disputation shall be weighted according to a ratio of 3:1.

(4) The overall grade “excellent - summa cum laude” may only be awarded if the thesis and the disputation have been given this grade.

(5) Following the discussion, the Chair of the Assessment Committee shall notify the doctoral candidate of the result of the assessment and of any requirements still to be satisfied.

(6) The Assessment Committee’s discussion and the announcement of the overall result shall take place in camera.

## **Article 16**

### **Publication of the doctoral thesis**

(1) Having passed the assessment, the doctoral candidate must submit the final version of the doctoral thesis, as approved by the Assessment Committee and with a comments to that effect by the primary supervisor, to the Doctoral Committee as a manuscript ready for publication. The comment to signify that it is ready for printing may not be inserted until any required amendments have been made.

(2) Doctoral candidates undertake to make the doctoral thesis appropriately accessible to the academic public. The “Principles governing the publication of doctoral theses” (Annex 1) must be adhered to.

(3) In derogation from paragraph 2 above, an appropriately abridged version of the thesis may be published with the agreement of the supervisor and the Doctoral Committee. Moreover, with the agreement of the supervisor, parts of the thesis may be published in scientific journals before the disputation. The type of publication shall be determined by the primary supervisor (Article 6 (1), second sentence, number 9) together with the doctoral candidate. In cases of doubt the Doctoral Committee shall decide.

(4) The “Principles governing the publication of doctoral theses” ( Annex 1) must be fulfilled within two years. If the intention is to publish the thesis in a scientific journal or through a commercial publisher, the Doctoral Committee must also be provided with evidence that the research has been accepted within the two-year period. If this deadline is missed, the rights acquired through the doctoral degree shall lapse. The Doctoral Committee may, in exceptional cases, extend the two-year deadline if a well-founded application is submitted in writing.

## **Article 17**

### **Doctorate certificate**

(1) As soon as all the principles in Annex 1 have been fulfilled and, where relevant, the additional evidence has been supplied, the Dean shall sign the doctorate certificate and present it to the doctoral candidate.

(2) The doctorate certificate must be prepared in accordance with the template in Annex 2 or Annex 3. It shall show the date of the doctoral disputation, which shall be taken as the date on which the doctoral degree was awarded, the title and author of the thesis and the overall grade pursuant to Article 15 (2). It shall be signed by

the Dean of the Faculty of Veterinary Medicine and shall bear the seal of Justus Liebig University Giessen and the seal of the Faculty of Veterinary Medicine.

(3) The academic title of Doctor of Veterinary Medicine or Animal Biology may only be used after the doctorate certificate has been presented.

## **Article 18**

### **Doctoral fees**

(1) The doctoral fees are EUR 200. Evidence of payment must be provided with the documentation required when submitting an application to open the assessment procedure (Article 10 (1)).

(2) The fee for repeating the disputation is EUR 50. Evidence of payment having been made must be presented with the application to repeat the disputation (Article 15 (3)).

(3) In cases of hardship, doctoral candidates may apply for the fees to be reduced or waived. The Doctoral Committee shall decide in this matter. Its decision shall be final.

## **Article 19**

### **Honorary doctoral degrees**

(1) In recognition of outstanding scientific achievements or other special intellectual services, the Faculty may award the following academic titles:

1. Honorary Doctor of Veterinary Medicine (Doctor medicinae veterinariae honoris causa, Dr. med. vet. h. c.); or
2. Honorary Doctor of Animal Biology (Doctor biologiae animalium honoris causa, Dr. biol. anim. h. c.).

(2) The procedure for honorary doctoral degrees shall be opened by a written proposal submitted to the Dean, which must have the support of one-third of the members of the Faculty Council who are eligible to vote. The Dean shall read out the application in a non-public meeting of the Faculty Council.

(3) In the first meeting the Faculty Council shall, on the Dean's proposal, appoint two rapporteurs, which should draw up an assessment of the achievements and merits of the nominee.

(4) A final decision can only be made in a further non-public meeting, which may take place at the earliest four weeks after the application; the assessment of the rapporteurs must be available in the Dean's Office one week before the relevant meeting for confidential inspection by members of the Faculty.

(5) The Faculty Council shall vote on the honorary doctoral degree by secret ballot. The application must be supported by two-thirds of the members of the Faculty Council who are entitled to vote in doctoral matters.

(6) The Dean shall award the honorary doctoral degree by presenting the honorary doctorate certificate. The certificate shall contain the date of presentation, which shall be taken as the date on which the honorary doctoral degree was awarded. The certificate shall pay tribute to the achievements of the holder of the honorary doctoral degree. It shall be signed by the Dean of the Faculty of Veterinary Medicine and shall bear the seal of Justus Liebig University Giessen and the seal of the Faculty of Veterinary Medicine.

## **Article 20**

### **Disallowance and withdrawal of the doctoral degree**

(1) The Doctoral Committee must disallow the award of the doctoral degree if, before the procedure is concluded, it is found that

1. doctoral candidates have cheated in the procedure; or
2. they have not kept a record of their research results, have not documented them fully or have not retained them; or
3. key criteria for admission to the doctoral degree and acceptance of the doctoral candidate have not been fulfilled.

(2) The Doctoral Committee may withdraw the doctoral degree if the reasons for disallowance referred to in paragraph 1 emerge retrospectively. The Doctoral Committee shall decide on the withdrawal.

(3) The person concerned must be given an opportunity to comment on the accusations before the decision of the Doctoral Committee regarding the disallowance or the withdrawal of the doctoral degree is taken.

(4) Objections may be raised to decisions of the Doctoral Committee pursuant to paragraph 3 above. Article 3 (6) shall apply *mutatis mutandis*.

## **Article 21**

### **Transitional provisions and entry into force**

(1) Doctoral candidates who were admitted to doctoral studies pursuant to Article 5 (2) of the Doctorate Regulations of the Faculty of Veterinary Medicine of Justus Liebig University of 1 July 1960 (Official Journal, p. 435) before these Doctorate Regulations come into force may decide whether they wish to conclude their doctoral degree in accordance with the procedural rules set forth in Articles 6 to 11 and Article 15 of the previous Doctorate Regulations or the procedural rules of these regulations. A statement to this effect must be submitted to the Chair of the Doctoral Committee within one year, or at the latest with the application for approval pursuant to Article 2 of the Doctorate Regulations of 1 July 1960 or the with the request for opening the assessment procedure pursuant to Article 10 (1) of these regulations. The statement may not be revoked. Doctoral theses which are being prepared as these Doctorate Regulations come into force will be registered by the Doctoral Committee.

(2) These Doctorate Regulations shall come into force on the day following their publication in the Staatsanzeiger für das Land Hessen (Official Gazette of the Federal State of Hesse). The Doctorate Regulations of the Faculty of Veterinary Medicine of the Justus Liebig University of 1 July 1960 (Official Journal, p. 435) in the wording of the first amending resolution of 19 September 1966 (Official Journal p. 891) – with the exception of the procedural rules that continue to be valid temporarily for cases referred to in paragraph 1 above, shall expire at the same time.

Giessen, 5 April 2002

Prof. Dr. Dr. h. c. Bernd Hoffmann

Dean of the Faculty of Veterinary Medicine