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Doctorate Regulations of the Faculty of Medicine

DOCTORATE REGULATIONS OF THE FACULTY OF MEDICINE

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Tabular presentation of the version information

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Article 1

Doctorate

(1) On completion of the doctorate procedure pursuant to the provisions of these Regulations, the Faculty of Medicine of Justus Liebig University Giessen shall confer the following degrees on candidates who, on the basis of a doctoral thesis and a disputation, have demonstrated special academic aptitude:

1. the degree of Doctor of Medicine (Doctor medicinae, Dr. med.);
2. the degree of Doctor of Dental Medicine (Doctor medicinae dentariae, Dr. med. dent); or
3. the degree of Doctor of Human Biology (Doctor biologiae hominis, Dr. biol. hom.).

(2) Pursuant to Article 18, the Faculty of Medicine may award an honorary doctorate in recognition of outstanding academic performance or extraordinary contribution to medical science.

Article 2

Doctoral Committee

(1) The Doctoral Committee shall be responsible for the execution of the doctorate procedure and assumes, in particular, the following duties:

- a) Determining whether the doctoral candidate meets the criteria for a doctorate and deciding whether he/she may be admitted to doctorate studies;
- b) Appointing the supervisor pursuant to the Doctoral Agreement (Annex 6);
- c) Opening the doctorate procedure;
- d) Appointing the thesis assessors;
- e) Appointing the members and the chair of the Assessment Committee;
- f) Determining and announcing whether a thesis is to be accepted, modified or rejected;
- g) Deciding on special cases in doctorate procedures and on objections to decisions taken by the Assessment Committee;
- h) Arbitrating and, where appropriate, taking decisions in any conflicts which may arise under a Doctoral Agreement (Annex 6).

(2) The Doctoral Committee shall comprise:

- a) the Dean, who shall chair the Doctoral Committee and may be represented in that position on a permanent basis by the Vice-Dean or the Dean of Studies;
- b) three other professors;
- c) two research associates who hold a doctorate;
- d) a student member, who, if possible, should be a doctoral candidate.

(3) 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. An alternate must be elected for each member of the Doctoral Committee.

(4) The Doctoral Committee shall meet at least twice each semester. It shall be quorate if at least four members (or, as relevant, alternates) are present. The Doctoral Committee shall take decisions by a simple majority vote. In the event of a tied vote, the Chair shall have the casting vote. The meetings are not public. Those taking part shall be sworn to maintain confidentiality; this obligation also extends to discussion records.

(5) The Chair of the Doctoral Committee must notify the candidate of rejection decisions or a negative

evaluation of performance in the doctorate procedure. Reasons must be given for rejecting an application for admission to a doctorate and information about the right of appeal must be appended thereto.

(6) Assessment decisions must be based on a system of open voting. Abstentions are not permitted. In the case of decisions in matters of assessment, the election of members of the Assessment Committee and the appointment of assessors and supervisors, only members of the Doctoral Committee who hold a doctorate shall be entitled to vote.

Article 3

Assessment Committee

(1) The Doctoral Committee shall instate an Assessment Committee for each assessment procedure. It shall comprise all assessors and two professors who shall be appointed by the Doctoral Committee from among those elected pursuant to paragraph 3 below. Only one of the two elected professors may be appointed as Chair of the Assessment Committee. Exceptions are governed by Article 11 (5).

(2) The Assessment Committee shall assume the following duties:

- a) Setting the date for the disputation, which must be attended by all members of the Assessment Committee (see Article 13);
- b) Giving instructions for the public announcement of the date of the disputation and the necessary invitations through the Dean's Office;
- c) Conducting the disputation and assessing the doctoral performance;
- d) Deciding whether to accept or reject the doctoral thesis;
- e) Evaluating the doctoral thesis and the disputation and determining an overall grade.

(3) The Doctoral Committee shall designate, for one year, at least eight professors for possible future appointment to an Assessment Committee. At the time of their election, they should not be members or alternate members of the Doctoral Committee. They shall remain members of the Assessment Committee, once it has been formed, until the conclusion of the relevant assessment procedure, i.e. even beyond the end of their one-year period of election.

(4) Should, for good cause, members of the Assessment Committee who have already been appointed be unable to carry out the doctorate procedure, the Doctoral Committee shall decide on a replacement member.

(5) The discussions and voting in the Assessment Committee shall take place in non-public meetings. If there is a majority decision against the votes in the expert assessments, the decision must make clear, giving reasonable explanations thereof, on which expert or subject-specific assumptions said decision is based.

Article 4

Assessors

(1) Two professors, university lecturers, professors who have been relieved of their duties, retired professors, extraordinary professors, honorary professors or private lecturers shall be appointed as assessors. At least one assessor must be a member of the Faculty of Medicine at JLU and at least one of them must hold a full professorship.

(2) The assessors shall assess the doctoral thesis. They shall propose its acceptance or rejection and the grade for the thesis and, if appropriate, suggest modifications.

(3) The supervisor appointed pursuant to Article 2 (1)(b) must also be appointed as an assessor if he/she

is one of those referred to in Article 4 (1), first sentence.

(4) For the award of the title of Dr. biol. hom., one assessor must be a member of the Faculty of Justus Liebig University Giessen in which, pursuant to Article 7 (2), the doctoral candidates took their final examination providing access to doctoral studies or be habilitated in that subject. In the case of graduates of universities of applied sciences, a professor who has expertise in the specific subject area and who is a member of the relevant faculty of the University of Applied Sciences must act as an assessor.

(5) No assessor who has a conflict of interest may take part in the doctorate procedure. The Doctoral Committee shall decide on assessors' conflicts of interest.

Article 5 Supervisors

(1) Professors, university lecturers, professors who have been relieved of their duties, retired professors, extraordinary professors, honorary professors or private lecturers in the Faculty of Medicine of Justus Liebig University Giessen may be appointed as supervisors, provided that they have signed the Doctoral Agreement (Annex 6). In agreement with the doctoral candidate and the Doctoral Committee, the supervisor may appoint a research assistant who holds a doctorate as a secondary supervisor, provided that, on the basis of his/her qualifications, the research assistant is in a position to assume such a function.

(2) The supervisor shall provide support and advice for the doctoral candidate on doctorate procedures pursuant to the Doctoral Agreement (Annex 6) and pursuant to Article 7 below for the entire period of the doctoral studies.

(3) If the supervisor (Article 5 (1)) leaves the University, the doctoral candidate must complete his/her doctoral thesis within one year, provided that, in agreement with the doctoral candidate and the supervisor, the Doctoral Committee decides that the doctorate procedure will be continued. Otherwise, the supervisor must, in agreement with the doctoral candidate and having consulted the Doctoral Committee or the academic unit concerned, must find a suitable successor.

(4) On request by the doctoral candidate or the supervisor, with the Doctoral Committee stating serious grounds, the supervisory relationship may be temporarily suspended or wound up or the supervisor changed. If the proposed person declines the supervisory duties, he/she shall present the reasons for this decision in writing to the Doctoral Committee. The Doctoral Committee shall decide how to proceed from there. If the doctorate procedure cannot be continued with another supervisor, the procedure shall be deemed to have ended. Unless this is precluded by other rules in these Doctorate Regulations, the doctoral candidate may take up the same topic when presenting a new application for admission.

Article 6 Admission as a doctoral candidate

(1) Applications to be admitted as a doctoral candidate must be presented to the Dean's Office. The following must be appended to the application:

1. Curriculum vitae with photograph;
2. Explanations and reports on academic and state examinations that the applicant has passed or failed;
3. Explanations as to whether, and with what outcome, applications have been made for admission to doctoral studies at other universities or in other faculties of Justus Liebig University Giessen;
4. The Doctoral Agreement (Annex 6) duly completed and signed by the doctoral candidate and the supervisor;

5. For non-German candidates, evidence of sufficient German language skills, unless a final examination has been completed at a university in Germany, or of sufficient English language skills;
6. Thesis title and provisional schedule of work for a doctoral thesis;
7. Declaration that the Statute of Justus Liebig University Giessen for Ensuring Good Scientific Practice has been received and that its principles will be observed during the preparation of the doctoral thesis;
8. Declaration regarding the language approved pursuant to Article 10 (2) that will be used in the doctoral thesis.

(2) The documents submitted pursuant to Article 6 (1) shall be retained in the Dean's Office. Use of the documents is governed by the statutory provisions.

(3) Before submitting their thesis, doctoral candidates may apply in writing, giving reasons, to end their status as doctoral candidates. The doctorate is then not deemed to have failed. By submitting another subject, the candidate may re-apply for admission as a doctoral candidate (see Article 7 (6)).

Article 7

Requirements for admission to the doctorate procedure

(1) The following persons will be admitted to the doctorate procedure leading to the award of the Dr. med. or Dr. med. dent.:

Graduates in Medicine or Dentistry from a German university, as attested by the Examination for Medical Practitioners or the Examination for Dental Practitioners, or graduates who can provide evidence of having completed an equivalent course at a foreign academic university.

(2) University graduates shall be admitted to the doctorate procedure for the Dr. biol. hom. if:

1. the topic envisaged for the doctoral thesis falls within the subject competence of the Faculty of Medicine;
2. they have completed a study programme with an examination at a German academic university or can provide evidence of having completed an undergraduate study programme at a foreign academic university;
3. they can provide written acceptance by a person from among those listed in Article 4 (1) who is a member of the Faculty of Medicine and has declared his/her willingness to supervise the planned doctorate;
4. they have a thorough knowledge of the field of medicine beyond their specialist field of research, on which the planned doctoral thesis will focus;
5. they can provide evidence of having completed at least two years of academic work in the Faculty (Medical Centre and/or academic facility) following their graduation under the guidance of a person among those listed in Article 4 (1).

(3) Graduates of universities of applied sciences shall be admitted to the doctorate procedure for the Dr. biol. hom. if:

1. the topic envisaged for the doctoral thesis falls within the subject competence of the Faculty of Medicine;
2. they have been awarded the grade "very good" (*Grade 1*) for their undergraduate or Master's thesis at the university of applied sciences in question and their average grade in the other subjects over the final two years of study was < 1.5, or if they have made other valuable contributions to science after submitting the thesis (e.g. publications in listed peer-reviewed journals);
3. they can provide evidence of a positive assessment of their ability to engage in scientific

- research by an appropriate professor in the relevant faculty at the university of applied science;
4. they can present written acceptance by a professor who is a member of the Faculty of Medicine and who has stated his/her willingness to supervise the planned doctorate;
 5. they have completed a study programme in medicine (doctoral studies) lasting at least two semesters in preparation for the doctorate in three different subjects as specified by the Doctoral Committee. The Doctoral Committee shall decide on the performance to be evidenced in the doctoral studies;
 6. they have successfully completed the aptitude test in the required 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.

(4) PhD students shall be admitted to the doctorate procedure for the Dr. biol. hom. if:

1. they can provide evidence, pursuant to the applicable PhD Regulations, of having obtained the credits required to apply for PhD assessment;
2. the topic envisaged for the doctoral thesis falls within the subject competence of the Faculty of Medicine;
3. they have completed a study programme with an examination at a German academic university or can provide evidence of having completed an undergraduate study programme at a foreign academic university;
4. they can provide written acceptance by a person from among those listed in Article 4 (1) who is a member of the Faculty of Medicine and has declared his/her willingness to supervise the planned doctorate.

(5) The doctoral candidate must apply to the relevant office for evidence of the equivalent value of non-German examinations and academic degrees to enable the procedure to be opened.

(6) Candidates who have been unsuccessful in a previous doctorate procedure may not present a new submission until one year has elapsed since the rejection of the first attempt to obtain a doctorate. No third attempt to may be made. A rejected doctoral thesis may not be resubmitted in the same or modified form.

Article 8

Rights and duties of doctoral candidates

(1) Following their admission pursuant to Article 6 above, doctoral candidates shall be entitled to be given regular academic advice and support from their supervisor. In addition to technical skills, they shall be taught a fundamental ethical attitude to scientific research, a responsible approach to handling the results and to working with other scientists/academics and the rules of good scientific practice. The faculty or the supervisor undertakes to retain the research results for a period of 10 years.

(2) Doctoral candidates shall be required to:

1. keep records and complete and accurate documentation;
2. work in a responsible manner and demonstrate collegiality;
3. report regularly to the supervisor on the progress of their research;
4. provide correct scholarly details of the sources used in the doctoral thesis;
5. comply with the Statute of Justus Liebig University Giessen for Ensuring Good Scientific Practice;
6. comply with ethical principles and legal provisions regarding data protection and animal welfare and, if necessary, to obtain the authorisation required to conduct the research from the relevant committees and authorities before starting to compile data.

(3) Further details are governed by the Doctoral Agreement (Annex 6).

Article 9

Completion of the doctorate procedure

(1) Doctoral candidates may withdraw from the doctorate procedure as long as no expert assessment has been presented. In that case, no attempt to obtain a doctorate shall be deemed to have been made. If doctoral candidates withdraw after the expert assessment has been presented, the doctorate shall be deemed to have been unsuccessful. In that case, one copy of the thesis submitted shall be kept on record.

(2) On request from the supervisor, 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 doctorate shall likewise not be deemed to have been failed.

(3) Doctoral candidates may apply to temporarily suspend the doctorate procedure. Reasons must be given for this application. The Doctoral Committee shall decide in this matter.

(4) In the case of conclusion of or withdrawal from the doctorate procedure, the application documents – with the exception of the original transcripts of records – shall be retained on file.

Article 10

The doctoral thesis

(1) The doctoral thesis must satisfy the following requirements:

1. It must be a treatise based on an independent, academic research and a self-contained presentation of the research and its results, its aim being to advance scientific knowledge as a result of independent research;
2. It must document the doctoral candidate's ability to carry out independent scientific research and contribute to the further scientific and/or methodological development of the field of study;
3. It must comply with the methodological principles of the subject area and the applied methodology must be appropriate for the topic addressed;
4. It must include documentation compliant with the principles of scientific research of the material assessed and of the specialist literature consulted;
5. It must present its subject clearly and its structure must be flawless;
6. It must have been prepared in accordance with the Statute of Justus Liebig University Giessen for Ensuring Good Scientific Practice;
7. It must have been compiled in compliance with ethical, data protection and animal welfare provisions and guidelines;
8. It must comply with the Guidelines for the Submission of Doctoral Theses in the Faculty of Medicine applicable at the time of applying for a doctorate.

(2) The doctoral thesis must be written in German or in English and include an abstract in both German and English. The desired language of use must be specified on admission.

(3) Several publications may be submitted as a cumulative doctoral thesis. They must demonstrate a thematic coherence, be connected by an overarching issue and comprise at least three studies in which the doctoral candidate is cited as the first author and which have been published in internationally acknowledged peer-reviewed journals. They must have been accepted for printed publication no more than three years previously. The connection between the individual publications should be plausibly demonstrated in the introduction. Further details are provided in the Guidelines for cumulative doctoral theses (Annex 5).

(4) A declaration of honour that is worded as follows must be appended to the doctoral thesis and signed by hand:

"I hereby declare that I have completed this work independently and without inadmissible assistance or the

use of other than the resources quoted. 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, as well as ethical principles and those governing data protection and animal welfare. I give my assurance that third parties have not received from me, either directly or indirectly, any financial remuneration for work in connection with the content of this doctoral thesis and that the work presented has not been submitted in the same or a similar form to another assessment authority in Germany or elsewhere for the purpose of being awarded a doctorate or another assessment procedure. All material taken from other sources and other persons and used in this thesis or to which direct reference is made has been identified as such. In particular, all those who took part directly and indirectly in the production of this study have been named. I agree to my thesis being subjected to scrutiny by plagiarism detection software or by an internet-based software programme.”

Article 11

Opening the doctorate procedure and assessing the doctoral thesis

(1) The doctoral candidate shall apply for the doctorate procedure to be opened by presenting the doctoral thesis. The application must be accompanied by the following documents:

- a) Four bound copies and one PDF file of the thesis;
- b) The documentation required pursuant to Article 7 for admission to the doctorate procedure;
- c) A copy of the positive decision by the Ethics Committee or of the authorisation from the animal welfare authority together with data protection documents, if required for the research work;
- d) An up-to-date police certificate (document type: 0);
- e) Scientific writings already published by the candidate.

(2) If the criteria under paragraph 1 are fulfilled, the Doctoral Committee shall appoint, pursuant to Article 3, the Assessment Committee and shall notify the doctoral candidate of its composition as well as of the opening of the doctorate procedure.

(3) Each of the assessors shall provide the Doctoral Committee with an independent extensive assessment of the doctoral thesis, which must contain a recommendation with regard to the acceptance or rejection of the thesis and a proposed evaluation. The assessors shall award the following grades: “summa cum laude” (excellent, 0), “magna cum laude” (very good, 1), “cum laude” (good, 2), “rite” (sufficient, 3). If one of the assessors is unable to recommend acceptance of the thesis, he/she may recommend that it be revised in accordance with paragraph 7 below. If he/she considers the defects of the thesis to be so serious that acceptance of the thesis cannot be recommended, the grade “non sufficit” (insufficient, 4) must be awarded.

The assessments should be presented no later than two months following the submission of the thesis to the assessors.

(4) If both assessors give the thesis a “non sufficit” (insufficient, 4) evaluation, the thesis shall be considered to have been rejected and the Chair of the Doctoral Committee shall declare the doctorate procedure to have been concluded unsuccessfully.

(5) If one assessor gives the thesis a “non sufficit” evaluation, the Doctoral Committee shall appoint a further assessor. He/she should have expertise in the main area addressed in the criticism made by the assessor who is rejecting the thesis. This third assessor may not be informed of the assessments already presented. If his/her evaluation is also “non sufficit”, the thesis shall be deemed to have been definitively rejected; if a positive verdict is returned, the Doctoral Committee shall recommend that the thesis be accepted and account shall be taken of the third assessor’s evaluation in the overall evaluation of the thesis. The third assessor shall become a member of the Assessment Committee.

(6) If a negative assessment is presented pursuant to paragraph 4 above, the chair of the Assessment Committee in the disputation shall be passed to the Chair of the Doctoral Committee. One further habilitated

member of the Doctoral Committee shall be added to the Assessment Committee.

(7) If an assessor finds defects in the thesis that have no decisive impact on the scientific concept but does not otherwise definitively reject the thesis, the Doctoral Committee may return the thesis to the doctoral candidate so that he/she can revise it once within a determined period. If the doctoral thesis is presented again, its current version shall be the subject of the procedure. Following the revision of the thesis, the assessors shall be given an opportunity to express their opinion of it within an appropriate time, generally within one month. Should the revised thesis not be submitted within the period stipulated, it shall be deemed to have been definitively rejected.

(8) The candidate shall be notified of the decision to accept or reject the doctoral thesis or of the issue of instructions by the Chair of the Doctoral Committee. A decision to reject a thesis must be accompanied by information about the right of appeal.

(9) On expiry of the display period the Dean's Office shall forward the procedure records to the Assessment Committee.

Article 12

Displaying the doctoral thesis and preparing for the disputation

(1) As soon as the Chair of the Doctoral Committee has determined the preconditions for the continuation of the doctorate procedure, the accepted thesis shall be displayed for perusal in the Dean's Office for two weeks.

(2) The thesis may be perused by the members and associates of the faculties involved who hold a doctorate. The assessments may be viewed by members of the Assessment Committee and of the Doctoral Committee only.

(3) The doctoral candidate shall be notified by the Chair of the Doctoral Committee of the receipt of the assessments and of the expiry date and shall be requested to present an application pursuant to paragraph 4 below.

(4) On application by the doctoral candidate, the Chair of the Assessment Committee shall set the date for the disputation.

(5) If within six months following the information pursuant to paragraph 3 above the doctoral candidate fails to present an application pursuant to paragraph 4 or if he/she declares in writing that he/she does not wish to proceed to a disputation, the doctorate shall have been failed.

(6) In well-founded exceptional cases, the Doctoral Committee may extend the deadline if so requested by the doctoral candidate.

Article 13

The disputation

(1) The date of the disputation shall be set within 12 weeks following the application pursuant to Article 12 (4) and the end of the display period pursuant to Article 12 (1).

The Chair of the Assessment Committee shall set the date of the disputation after consulting the members of the Assessment Committee. He/she shall give instructions for the Assessment Committee, the assessors and the supervisors and the doctoral candidate to be convened. The date and place of the disputation shall be announced at least two weeks in advance in the Faculty of Medicine of JLU through the Dean's Office.

(2) Members and associates of the University shall be admitted as observers. Questions may be asked by those convened pursuant to paragraph 1 and by members of the Doctoral Committee. If the disputation is disrupted, the Assessment Committee may exclude the public.

(3) In the disputation, doctoral candidates shall be called upon to defend their thesis. Altogether, it should last no longer than one hour. The disputation shall be opened with a 15-minute presentation by the doctoral candidate of the contents of the thesis. The disputation is based on the content of the thesis and includes all assessments. The Chair of the Assessment Committee must disallow questions that do not refer to the scientific subject of the thesis.

(4) The disputation shall be conducted in German or in English.

(5) Minutes of the disputation shall be prepared by the Chair of the Assessment Committee.

(6) A separate disputation shall be conducted for each doctoral candidate.

Article 14

Evaluating the doctoral performance

(1) Following the disputation, the Assessment Committee shall decide in a non-public meeting whether the disputation has been completed successfully and how it is to be graded. In the case of a successful disputation, the Assessment Committee shall award one of the following grades: “summa cum laude” (excellent, 0), “magna cum laude” (very good, 1), “cum laude” (good, 2), “rite” (sufficient, 3). Secret balloting and abstentions are not permitted.

(2) The Assessment Committee may suspend the decision and request a once-only repetition of the disputation within a period that it considers appropriate; the Chair of the Assessment Committee must inform the doctoral candidate and the Doctoral Committee thereof in writing. The doctoral candidate may apply to repeat the disputation only within the established period. If the result of the disputation is also less than sufficient when repeated, the doctorate shall be deemed to have been failed.

(3) The grading of the doctoral performance shall be determined on the basis of all assessments and the results of the disputation.

If the Assessment Committee decides to award a doctorate to the candidate, the overall grade for the doctoral performance shall be derived from the individual grades in the assessments of the thesis plus the grade for the disputation. The arithmetic average of the individual grades shall lead to the following overall grades:

“summa cum laude”	excellent	0.0 – 0.4
“magna cum laude”	very good, 1	0.5 – 1.4
“cum laude”	good, 2	1.5 – 2.4
“rite”	sufficient, 3	2.5 – 3.4
“non sufficit”	insufficient, 4	> 3.5

(4) No magna or summa cum laude may be awarded as the overall grade in the case of procedures in which assessors have made extensive corrections and provided extensive assistance or in the case of theses to which extensive corrections had to be made when being printed. The Assessment Committee shall decide on this matter by majority vote. In the event of a tied vote, the Chair of the Assessment Committee shall have the casting vote.

(5) The Chair of the Assessment Committee shall prepare a note on the evaluation of the doctoral performance. It shall be signed by the members of the Assessment Committee and send to the Dean’s Office together with the minutes recording the course and content of the disputation and all documents placed at the disposal of the Assessment Committee by the Dean. The records shall be retained in the Dean’s Office.

Article 15**Printing the doctoral thesis**

(1) Having passed the assessment, the doctoral candidate undertakes to have the final version of the doctoral thesis, as approved by the Assessment Committee, printed and to deliver the compulsory copies of it within one year following the disputation. The type and number of compulsory copies to be supplied is taken from the principles governing the publication of doctoral theses (Annex 1).

(2) He/she must comply with the Guidelines for the Submission of Doctoral Theses in the Faculty of Medicine applicable at the time of applying for a doctorate.

(3) If doctoral candidates culpably miss an extension allowed them by the Dean following the expiry of the deadline pursuant to paragraph 1 above, the rights acquired through the doctorate shall lapse.

Article 16**Awarding the doctorate, doctorate certificate**

(1) If the doctoral candidate has fulfilled all obligations pursuant to Article 15, the Dean or the Vice-Dean shall officially award the doctorate by presenting the certificate at an annual doctorate ceremony.

The certificate shall show the Faculty of Medicine of Justus Liebig University of Giessen, the doctoral candidate's name and date and place of birth, the doctoral title awarded, the title of the doctoral thesis, the overall grade and the date of the disputation, which shall be taken as the graduation date.

The certificate shall be signed by the Dean and shall bear the seal of Justus Liebig University Giessen and the seal of the Faculty of Medicine (Annexes 2 to 4).

(2) Immediately after the disputation, the doctoral candidate shall be given written confirmation that the assessment procedure has been completed successfully.

Said written confirmation shall be valid for one year; this period may possibly be extended by the Dean (cp Article 15 (3)).

(3) The doctoral title may not be used until the doctorate certificate has been presented.

Article 17**Doctoral fees**

(1) The doctorate fees are EUR 200. Evidence of payment must be provided with the documentation required when submitting an application to open the doctorate procedure (Article 11 (1)).

(2) The fee for repeating the disputation is EUR 100. Evidence of payment having been made must be presented with the application to repeat the disputation (Article 14 (2)).

(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 18

Honorary doctorates

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

1. Honorary Doctor of Medicine (Doctor medicinae honoris causa, Dr. med. h. c.);
2. Honorary Doctor of Dental Medicine (Doctor medicinae dentariae honoris causa, Dr. med. dent. H. c.);
or
3. Honorary Doctor of Human Biology (Doctor biologiae hominis honoris causa, Dr. biol. hom. h. c.).

(2) The procedure for honorary doctorates shall be opened by means of a written proposal submitted by a university professor in the Faculty of Medicine to the Dean. The proposal may only be pursued further if it is supported in a non-public meeting by a simple majority of the members of the Faculty Council who are eligible to vote. The Dean shall then present the proposal to the Doctoral Committee and instruct it to draft an opinion in which detailed tribute is paid to the achievements and services of the person proposed. The assessments of at least two external experts must be included in the opinion.

(3) The members of the Faculty Council who are eligible to vote shall be informed by the Dean once week before the relevant meeting that the procedural documents are available in the Dean's Office for confidential perusal. The proposal and the opinion shall be read out by the Dean in a concluding non-public meeting at the earliest four weeks after the initial voting in the Faculty Council (paragraph 2 above).

(4) The voting for the honorary doctorate shall be secret. A simple majority of the members of the Faculty Council who are eligible to vote is required for the proposal to be approved.

(5) The Dean of the Faculty of Medicine shall award the honorary document 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 doctorate was awarded. The certificate shall pay tribute to the services of the holder of the honorary doctorate. It shall be signed by the Dean of the Faculty of Medicine and shall bear the seal of Justus Liebig University Giessen and the seal of the Faculty of Medicine.

Article 19

Disallowance and withdrawal of the doctorate

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

1. doctoral candidates have cheated in the procedure or have attempted to do so (e.g. by means of missing or erroneous source information); or
2. have not kept a record of their research results, have not documented them fully in accordance with the rules or have not retained them; or
3. key criteria for admission to the doctorate and acceptance of the doctoral candidate were not fulfilled; or
4. the rights acquired with the doctorate have lapsed pursuant to Article 15 (3); or
5. the declaration pursuant to Article 10 (4) is not true.

(2) The Doctoral Committee may withdraw the doctorate if the reasons for disallowance referred to in paragraph 1 emerge retrospectively.

(3) If the reasons referred to in paragraph 1 above emerge before the procedure is concluded or retrospectively, a further attempt to obtain a doctorate in the Faculty shall be precluded.

(4) The person concerned must be given an opportunity within an appropriate period to comment on the accusations before the decision of the Doctoral Committee regarding the disallowance or the withdrawal of the doctorate is taken.

(5) Objections may be raised to decisions of the Doctoral Committee pursuant to paragraph 3 above.

Article 20

Entry into force, transitional ruling

(1) The Doctorate Regulations of the Faculty of Medicine of Justus Liebig University Giessen dated 19 January 2012 shall enter into force on the day following their publication in the Announcements of Justus Liebig University Giessen. The Doctorate Regulations of 11 July 2002 shall cease to be in force on the same date.

(2) Doctorate procedures which were opened by the Doctoral Committee before the entry into force of these Doctorate Regulations shall be concluded in accordance with the previously valid rules.

(3) On request, for doctoral candidates who have already begun their doctoral thesis, the Doctorate Regulations of 22 April 2002 shall apply for up to 12 months following the entry into force of these Doctorate Regulations.

Giessen, 19 January 2012
Prof. Dr. Trinad Chakraborty
Dean of the Faculty of Medicine

Univ.-Prof. Prof. h.c. Dr. Dr. Dr. h.c. R. Schnettler
Vice-Dean of the Faculty of Medicine