Brief Information about the PhD examination procedure at the Faculty of Applied Computer Science

The PhD program at the Faculty of Applied Computer Science is based on the Regulations for the Conferment of Doctoral Degrees at the University of Augsburg (APromO – *Allgemeine Promotionsordnung*) and the Regulations for the Conferment of Doctoral Degrees at the Faculty of Applied Computer Science (PromOFAI – *Promotionsordnung für die Fakultät für Angewandte Informatik*). Detailed information on the entire examination process and all required forms can be found in our checklist for PhD students (available from the faculty administration or online at https://www.uni-augsburg.de/fakultaeten/fai/int/formulare/downloads/ChecklistePromovenden_PromO2014_neu5.pdf).

The Faculty of Applied Computer Science currently offers the following PhD programs:

- Geography (Geographie)
- Geoinformatics (Geoinformatik)
- Computer Science (Informatik)
- Computer Science in Engineering (Ingenieurinformatik)
- Climate and Environmental Sciences (Klima- und Umweltwissenschaften)
- Business & Information Systems Engineering (Wirtschaftsinformatik)

The **registration as a PhD student** at the Faculty of Applied Computer Science is a prerequisite for the PhD admission procedure (cf. checklist, A).

Application as a PhD student must be completed by submitting a letter of intent by a supervisor, a current CV, and the latest certificate of the qualifying degree (original or notarized copy).

The Permanent Doctorate Board will then review the basic conditions for PhD study in the desired subject (PhD subject must be similar to diploma or graduate study, completed with above-average degree).

The candidate will be informed of the review result in writing and, if successful, will receive a registration confirmation by the faculty.

In addition, there is the option of registration as a PhD student at the Registrar's Office (*Studentenkanzlei*).

The completion of the dissertation will result in the official **admission for PhD studies** (cf. checklist, B).

In addition to the dissertation, the Faculty of Applied Computer Science requires further documents: An updated CV (if necessary), as well as an official certificate of good conduct, certified by extract from police records, noolder than 6 months (cf. § 7 APromO in conjunction with § 5 PromOFAI).

Upon submitting all required documents, the candidate will be formally admitted for PhD studies and the examining committee will start the **evaluation of the dissertation**.

After completion of the evaluation, the dissertation as well as the evaluation reports will be publicly displayed for 3 weeks at the Faculty of Applied Computer Science. Postgraduate and otherwise authorized members of the faculty may examine the dissertation as well as the reports (cf. § 19 APromO).

All aforementioned personnel are allowed to raise written objections to the Permanent Doctorate Board within the time frame of the public display (3 weeks).

If no objections are raised within the 3 weeks' time limit, the thesis is considered accepted by the faculty.

The PhD candidate may review the evaluations during the 3 weeks' time limit (cf. §19 par. 3 APromO) at the faculty administration office.

After acceptance of the thesis the faculty will invite for the **oral examination** (§ 23 APromO in conjunction with §§ 7 and 8 PromOFAI). The notice period will be at least 14 days to allow the candidate to prepare for this examination. The notice period may be shortened to one week upon approval by the candidate. Generally, the oral examination shall be completed within three months after admission for PhD studies. This time limit may be extended by 6 months for important reasons. Generally, oral examinations will be scheduled during session.

The overall grade will be determined after the oral examination is passed (§ 28 APromO in conjunction with § 9 PromOFAI). However, the PhD title will only be conferred after the doctoral degree certificate has been handed over (cf. § 31 APromO). The doctoral degree certificate will be issued in German or, upon request, in Latin. For important causes and upon request, the Permanent Doctorate Board may temporarily grant the use of the PhD title.

The PhD candidate must publish the dissertation, as accepted by the faculty, within two years after passing the oral examination. After **publication** of the thesis, the **doctoral degree certificate** will be handed over and the PhD title can be used officially.

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