



Ludwig-Maximilians-Universität München
Regulations for doctoral degree programs
at the Medical Faculty
for the attainment of the degrees of
***Doktor der Humanmedizin* (Dr. med.)**
[Doctor of Medicine],
***Doktor der Zahnmedizin* (Dr. med. dent.)**
[Doctor of Dental Medicine] and
***Doktor der Humanbiologie* (Dr. rer. biol. hum.)**
[Doctor of Human Biology]
(2018)

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Please note:
Only the official version
published by the relevant bodies
in German is legally binding.

Pursuant to Article 13 (1) s. 2 in conjunction with Article 64 (1) s. 1 of *Bayerisches Hochschulgesetz (BayHSchG)* [Bavarian Higher Education Act] as amended, the Ludwig-Maximilians-Universität München shall adopt the following regulations:

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Doctoral programs under jointly conducted academic supervision

Part I. General provisions

Article 1 Doctoral degrees and their award

(1) The Medical Faculty shall award the following academic degrees on behalf of the Ludwig-Maximilians-Universität München upon successful completion of a doctoral program under academic supervision:

- *Doktor der Medizin (Dr. med.)* [Doctor of Medicine];
- *Doktor der Zahnmedizin (Dr. med. dent.)* [Doctor of Dental Medicine]; and
- *Doktor der Humanbiologie (Dr. rer. biol. hum.)* [Doctor of Human Biology].

(2) The award of the doctorate serves to demonstrate the candidate's ability to carry out advanced scientific work.

(3) The doctoral degree shall be awarded on the basis of an independent contribution to the discipline in written form (the dissertation) and an oral examination (the thesis defense).

(4) The doctoral degrees listed in (1) may also be jointly awarded in cooperation with a foreign university and one of its respective departments/schools, or in cooperation with a university of applied sciences, providing that the requirements for a doctoral program under jointly conducted academic supervision as set out in the appendix are fulfilled.

(5) The Medical Faculty may confer an honorary doctorate (*Dr. med. h.c.*, *Dr. med. dent. h.c.* or *Dr. rer. biol. hum. h.c.*) in recognition of the outstanding merits of a person's work in accordance with Article 20.

Article 2 Jurisdiction of academic bodies

Decisions in all matters of the doctoral program shall be within the jurisdiction of the respective doctoral committee (Article 3), unless the regulations for doctoral degree programs explicitly state that the power of decision falls to the dean, the supervisory committee (Article 8), the examining committee (Article 14 (1) s. 2) or the faculty committee.

Article 3 Doctoral committees and the doctoral program office

(1) The faculty committee shall instate one doctoral committee each for the respective degree programs of Doctor of Medicine, Doctor of Dental Medicine and Doctor of Human Biology. The term of office for these doctoral committees shall be four years.

(2) ¹The doctoral committees shall each consist of five members whom the faculty committee shall select from among the faculty members of the Medical Faculty and other personnel qualified to act as examiners as defined in accordance with Article 62 (1) s. 2 of *BayHSchG* [Bavarian Higher Education Act] in conjunction with *Hochschulprüferverordnung (HSchPrüferV)* [University Examiners' Ordinance] as

amended. ²The doctoral committee responsible for the doctoral program Doctor of Human Biology is required to have at least one member who holds a degree in a relevant natural science. ³The term of office for the members of any doctoral committee shall be four years. ⁴Reappointments shall be permissible. ⁵The members of each doctoral committee shall appoint a chairperson and their deputy from among their number.

(3) ¹The members of each doctoral committee shall be obliged to attend their committee's sessions and to cast votes if necessary. ²The procedures for divesting any member of a doctoral committee of their right to make suggestions and vote in committee sessions or examine candidates shall be governed by Article 41 (2) of *Bayerisches Hochschulgesetz (BayHSchG)* [Bavarian Higher Education Act].

(4) ¹The conduct of committee sessions shall be governed by Article 69 (1), (2), (3), (4) s. 1; Article (5), (7) s. 1, half-sentence 1 and s. 2; and by Article 70 s. 1 of the *Grundordnung der Ludwig-Maximilians-Universität München* [Basic Regulations of the Ludwig-Maximilians-Universität München] as of June 15, 2007, last amended by the statutes as of April 24, 2013, and as amended. ² Abstention, voting by secret ballot and the transfer of voting rights shall not be permitted.

(5) The doctoral committees may delegate the execution of specific tasks to the chairperson and their deputy or the doctoral program office. Any such transfer of responsibility shall be subject to revocation.

(6) The members of each doctoral committee shall have the right to attend and observe examinations.

(7) The doctoral program office shall keep and maintain records of the relevant details of any candidate's doctoral project until the respective cut-off date for collection of the data by the Bavarian State Office of Statistics and Data, as stipulated in *Hochschulstatistikgesetz (German Federal Law Gazette I p. 2414)* [Higher Education Statistics Act] German Federal Law Gazette I p. 342 as of March 2, 2016, and as amended.

Part II. Commencement of the doctoral program under academic supervision

Article 4 Acceptance of doctoral candidates

(1) Every candidate shall submit an application for acceptance as a doctoral candidate to the respective doctoral committee in order to be able to commence the doctoral program under academic supervision.

(2) The following documents shall be supplied alongside the application as originals or as certified copies:

1. a short resume;
2. a statement concerning any previous doctoral examinations successfully or unsuccessfully undertaken; this should state the examining university and the subject, place and date of the examination;

3. a certificate of good conduct for domestic applicants or an equivalent certification issued by the relevant foreign authority for international applicants; the certificate of good conduct or its equivalent must in either case not be older than three months;
4. proof that the candidate fulfills the admission requirements as per Article 5; here, consideration may be given to the provisions of Article 5 (1) no. 1 I. (a) s. 2 and Article 5 (1) no. 2 I. (a) s. 2;
5. a statement by a member of the Medical Faculty eligible for supervision as per Article 7 that they will supervise the candidate, which must not be older than three months;
6. one page containing an abstract of the planned doctoral project;
7. a statement by the ethics committee of the Medical Faculty of the Ludwig-Maximilians-Universität München, if applicable;
8. a statement by the candidate whether they have knowledge of any ongoing criminal investigation against them;
9. a statement by the candidate that they are aware that giving incorrect or incomplete information at any point during the doctoral program under academic supervision may result in sanctions against them. Such sanctions may include, among other measures, the retroactive termination of their acceptance as doctoral candidate, which will result in their failing the doctoral program under academic supervision.
10. the candidate's suggestions regarding the members of the supervisory committee (as per Article 8).

(3) ¹The respective doctoral committee shall decide whether the applicant is accepted as doctoral candidate. ²The decisive criterion for acceptance shall be whether the candidate is likely to successfully complete the doctoral program under academic supervision.

(4) ¹Acceptance as doctoral candidate shall be precluded if:

1. any documents are incomplete or incorrect;
2. any requirements for admission (as per Article 5) are not fulfilled; or
3. the applicant is deemed unworthy to hold a doctoral degree as defined in Article 69 of *BayHSchG* [Bavarian Higher Education Act].

²If criminal proceedings liable to result in the deprivation of the candidate of their academic degree are pending against the candidate, any decision on their acceptance shall be deferred until such proceedings have concluded with a legally binding verdict.

(5) The chairperson of the doctoral committee shall notify the applicant of their acceptance or rejection as doctoral candidate.

(6) ¹The doctoral committee shall appoint a supervisor (as per Article 7) and instate the supervisory committee (as per Article 8) once they have accepted the applicant as doctoral candidate; the doctoral candidate shall in turn sign a target agreement (as per Article 9) with the supervisory committee no later than two months from their acceptance. ²Should it not be possible to reach a target agreement, the applicant's acceptance as doctoral candidate shall be refused or revoked. ³This shall result in the immediate termination of the doctoral program under academic supervision, which shall accordingly be deemed failed.

Article 5 **Requirements for admission**

(1) These shall be the requirements for admission to each respective doctoral degree program:

1. for the academic degree of *Dr. med.* [Doctor of Medicine]:

- a) successful completion of the *Ärztliche Prüfung* [medical licensing examination] at any university within the scope of the German Basic Law. Applicants must at a minimum have passed the first phase of the *Ärztliche Prüfung* [medical licensing examination] in order to be accepted as doctoral candidate.
- b) proof of having studied medicine at the Ludwig-Maximilians-Universität München for two semesters. ²This requirement may be waived at the request of the doctoral committee in cases where an exception can be justified.

2. for the academic degree of *Dr. med. dent.* [Doctor of Dental Medicine]:

- a) successful completion of the *Zahnärztliche Prüfung* [licensing examination for dental medicine] at any university within the scope of the German Basic Law. Applicants must at a minimum have passed the *Zahnärztliche Vorprüfung* [preclinical examination in dental medicine] in order to be accepted as doctoral candidate.
- b) proof of having studied dental medicine at the Ludwig-Maximilians-Universität München for two semesters. ²This requirement may be waived at the request of the doctoral committee in cases where an exception can be justified.

3. for the academic degree of *Dr. rer. biol. hum.* [Doctor of Human Biology]:

a Master's degree, an equivalent qualification (e.g. a *Diplom* degree awarded by a University in a German-speaking country), or a certificate awarded for successfully completing the examinations enumerated herein in a relevant program of study at any university within the scope of the German Basic Law: Certificate of *Tierärztliche Prüfung* [licensing examination

for veterinary medicine], *Erste Juristische Staatsprüfung* [first state examination at law], *Erste Staatsprüfung für ein Lehramt an öffentlichen Schulen* [first state examination for teaching at public schools], *Erste Staatsprüfung für Lebensmittelchemiker* [first state examination for food chemists] or *Pharmazeutische Prüfung* [examination for pharmacy]. ²Persons who have already earned a doctorate following their attainment of one of the qualifications listed above can only apply as doctoral candidates for the degree of Doctor of Human Biology if they have also completed another course of study leading to one of the above examinations in addition to the one granting them admission for their first doctorate.

(2) ¹Qualifications issued outside the scope of the German Basic Law as per Article 1 no. 1 I. (a), Article 1 no. 2 I. (a), or Article 1 no. 3 shall be recognized as fulfilling the requirements for admission, providing there is no substantial difference in the learning outcomes/competences certified. ²A certified translation of the foreign certificate is to be submitted alongside the original document. ³The doctoral committee for the relevant degree program shall determine whether it is equivalent to the required qualification. ⁴The committee may consult the records of the *Zentralstelle für ausländisches Bildungswesen* [Central Office of Foreign Education] at Bonn in order to reach a decision. ⁵Applicants may request such decisions prior to applying for acceptance as doctoral candidates.

(3) Applicants must neither have successfully completed nor ultimately failed another ongoing program of study in pursuit of one of the academic degrees listed under Article 1 (1).

Article 6 **Pursuit of the doctoral program**

(1) ¹The pursuit of the doctoral program shall commence upon the acceptance of the doctoral candidate and end upon their completion of the doctoral program under academic supervision (in general three years after commencement). ²The following persons and bodies shall officially participate in the process of the candidate's pursuit of the doctoral program: the doctoral candidate, the supervisory committee and the Medical Faculty at the Ludwig-Maximilians-Universität München.

(2) As long as the candidate has not yet officially entered into this relationship and started their pursuit of the doctoral program, the candidate shall not be considered to be undertaking an ongoing or incipient doctoral program under academic supervision.

(3) ¹When the pursuit of the doctoral program is in the last quarter of its set duration, it may (generally) be extended by another year if the candidate appears likely to successfully complete the doctoral program under academic supervision. ²The doctoral candidate shall submit a written request for extension detailing the progress of their dissertation or the publication process. ³The supervisory committee shall assess it with view to the question whether the candidate still appears sufficiently likely to successfully complete the doctoral program under academic supervision and issue a statement. ⁴The report in the candidate's request as per s. 2 and the supervisory committee's statement as per s. 3 shall be submitted to the doctoral committee and

retained in the records of the doctoral process. ⁵Multiple extensions shall be permissible if the requirements as per s. 1 to 4 are fulfilled.

Article 7 Supervision

(1) ¹Supervision is required for dissertations prepared for a doctoral program under academic supervision. ²Doctoral candidates shall be supervised by a supervisor appointed by the doctoral committee (the supervisor). The supervisor has to be qualified to examine doctoral candidates in accordance with Article 62 (1) s. 2 *BayHSchG* [Bavarian Higher Education Act] in conjunction with *HSchPrüferV* [University Examiners' Ordinance]. ³If the supervisor in question is a full professor in accordance with Article 62(1) s. 2 no. 1 *BayHSchG* [Bavarian Higher Education Act] and Article 2 (3) s. 1, Article 1 s. 1 no. 1 *BayHSchPG* [Bavarian law governing university staff], they shall be deemed instated as supervisor. ⁴The supervisor may be a member of the Medical Faculty, a different school within the Ludwig-Maximilians-Universität München, or an institution other than the Ludwig-Maximilians-Universität München; providing the supervisor fulfills the requirements set out in the appendix to these regulations for doctoral degree programs, they may also be a professor of a foreign university or a school thereof, or of a university of applied sciences. ⁵Subject to the approval of the doctoral committee, the dissertation may also be supervised by an outstandingly qualified junior researcher who has not yet obtained their habilitation, providing the requirements of the *HSchPrüferV* [Bavarian law governing university staff] are fulfilled. This applies in particular in the context of the Emmy Noether Program of the German Research Foundation, which supplies external funding to such outstanding junior researchers.

(2) Should a supervisor no longer be able to supervise a doctoral project, the doctoral committee shall appoint a new supervisor; the doctoral candidate has the right to suggest a possible supervisor, though the doctoral committee need not abide by the proposal.

Article 8 Supervisory committee

(1) ¹The doctoral committee shall instate a supervisory committee for each doctoral candidate at their commencement of the doctoral program under academic supervision. ²The supervisory committee shall consist of the supervisor (Article 7) who acts as its chairperson and two additional members who must also fulfill the requirements of the *BayHSchPG* [Bavarian law governing university staff]; one of these additional members may belong to the supervisor's institution, while the other person must be a subject expert independent of the supervisor. ³At least two of the members of the supervisory committee must be in active employ at the Medical Faculty or the hospital of the Ludwig-Maximilians-Universität München. ⁴The chairperson of the doctoral committee has the duty to ensure that all areas of expertise relevant to the conduct of the doctoral program under academic supervision are duly represented.

(2) ¹If a member should leave the supervisory committee, the doctoral committee may appoint a new member based on the suggestions of the doctoral candidate or their supervisor. Any such proposals are considered non-binding. ² (1) shall apply *mutatis mutandis*.

Article 9 Target agreement

(1) ¹The supervisory committee shall negotiate a target agreement with the doctoral candidate no later than two months after their commencement of the pursuit of the doctoral program. This agreement shall be based on the abstract of the doctoral project as per Article 4 (2) no. 6, in which the type and scope of the research to be undertaken by the doctoral candidate within the framework of the doctoral program under academic supervision are laid out (i.e. the target agreement). The supervisory committee shall support the doctoral candidate in implementing these objectives accordingly. ²The target agreement must contain the criteria for the interim evaluation and the doctoral evaluation (Article 10) as well as the agreed results for the dissertation (Article 12). ³In addition, it must include the following prerequisites:

1. for the degree programs *Dr. med.* [Doctor of Medicine] and *Dr. med. dent.* [Doctor of Dental Medicine]: work on a scientific research project with a minimum duration of 8 months; and for the degree program *Dr. rer. biol. hum.* [Doctor of Human Biology], work on a scientific research project with a minimum duration of 24 months. ²If the doctoral project has a clinical or clinical-epidemiological topic, an exception may be made to admit equivalent research outcomes which do not conform to these requirements;
2. a training program to be taken alongside the doctoral program, usually comprising 60 hours; this encompasses attending relevant subject-specific and interdisciplinary seminars of which a log is to be kept. ²The criteria for regular attendance and successful completion of this training program shall be defined in the target agreement. ³If no criteria should have been defined in the target agreement, the regulations for the relevant units of study shall apply;
3. the observance of the rules of good scientific conduct (pursuant to *Richtlinien der Ludwig-Maximilians-Universität München zur Selbstkontrolle in der Wissenschaft* [Code of self-regulation for scientific work at Ludwig-Maximilians-Universität München] of May 16, 2002, last amended by resolution as of September 30, 2014, and as amended) by everyone pursuing a doctoral program.

⁴ The target agreement may include additional prerequisites, e.g.:

1. a written report submitted by the doctoral candidate to the supervisory committee and an oral discussion of its findings, whereby the date of the discussion may be specified in the target agreement;
2. any publications and papers accepted for publication which are not part of the dissertation;
3. any participation in units of study above and beyond those comprising the doctoral training program as per s. 3 no. 2 s. 1. ²S. 3 no. 2 s. 2 and s. 3 shall apply *mutatis mutandis*.

⁵The target agreement shall be drawn up in writing and signed by the doctoral candidate and the chair of the supervisory committee; it shall only enter into force after having been countersigned by the chair of the doctoral committee.

(2) The target agreement may stipulate possible sanctions in case the prerequisites set out in (1) are not fulfilled, e.g. the termination of the candidate's pursuit of the doctoral program.

Article 10 **Examination by the supervisory committee**

(1) ¹The supervisory committee shall hold an interim examination no later than twelve months after the candidate has commenced the doctoral program under academic supervision. ²The results of the interim examination shall be reported to the chairperson of the doctoral committee.

(2) ¹Should the candidate's performance fulfill the prerequisites stipulated in the target agreement, the candidate shall continue the doctoral program under academic supervision without any need for a further decision on the part of the doctoral committee. ²If corrections to the original target agreement should be on order after the interim evaluation, these may be specified in an amendment to the agreement; Article 9 (1) s. 5 shall apply mutatis mutandis.

(3) ¹Should the supervisory committee find that the candidate's performance has not fulfilled the prerequisites agreed for the interim evaluation, it shall determine which results are expected for a resit examination, which the candidate shall take within six months after the first. ²If the supervisory committee should find that the candidate has again failed to perform as expected in the resit examination, and that it is to be expected that the candidate will most probably fail to secure the acceptance of their dissertation, the doctoral committee shall disband the supervisory committee and terminate the doctoral program under academic supervision. This shall count as the candidate's first unsuccessful attempt at completing the doctoral program. ³The chairperson of the doctoral committee shall inform the doctoral candidate in an official letter of the termination of their doctoral program under academic supervision resulting in their first failed attempt.

(4) ¹The supervisory committee shall conduct a final examination of the candidate before they register for the doctoral examination. ²This examination shall determine whether the candidate has fulfilled all prerequisites apart from the dissertation. Its results shall be summarized in a written statement. ³ (1) s. 2 and (3) shall apply for the final evaluation mutatis mutandis.

Part III. Doctoral examination

Article 11 **Admission to the doctoral examination**

(1) The following documents shall be submitted in the original or in the form of certified copies when the candidate registers for admission to the doctoral examination:

1. updated versions of the documents and declarations referenced in Article 4 (2) nos. 1 to 4 and 8 and 9;
2. proof of research activity as stipulated in Article 9 (1) s. 3 no. 1;

3. proof of successful completion of the doctoral training program as stipulated in Article 9 (1) s. 3 no. 2;
4. four bound hard copies of the dissertation, their title pages indicating at which institution the dissertation was completed and which doctoral degree program the candidate has pursued. ²The doctoral committee may require that all or specific candidates submit their dissertation in electronic form in addition to the hard copies. If this is the case, the committee shall stipulate the technical requirements for electronic submissions. ³A dissertation in the form of a thesis by publication (Article 12) must be submitted in bound form, the provisions of Article 7 (5) s.2 notwithstanding; it shall be submitted in the form of a bound book with the page format DIN A4 and comprising all scientific papers published (irrespective of the format of the original publication);
5. a statement in lieu of an oath testifying to the originality of the research performed, as well as a declaration stating that the doctoral candidate did not use any means in obtaining the results other than those specified; this specifically includes a statement that any citations from the literature used in whole or in part are appropriately marked up and the original source correctly referenced for every single instance;
6. a declaration stating that the dissertation submitted has not been submitted in the same or a similar form to another institution for the purpose of obtaining an academic degree.

(2) ¹Article 4 (3) to (5) shall apply mutatis mutandis. ²The doctoral committee shall decide the candidate's application for admission to the doctoral examination without delay.

(3) The application for admission to the doctoral examination can only be withdrawn as long as the doctoral candidate has not been notified of a negative decision on the dissertation, the thesis defense has not yet started and no charges of academic misconduct have been brought against the candidate.

Article 12 Dissertation

(1) ¹The doctoral candidate shall be required to conduct original academic work (the dissertation). ²The dissertation may take the form of a monolithic doctoral thesis or a thesis by publication (a set of separately published journal articles). ³The type and scope of the research outcomes of the doctoral thesis or thesis by publication, as the case may be, are defined in the target agreement.

(2) ¹A thesis by publication shall comprise at least two scientific articles, both of which must either already have been published or accepted for publication in a peer-reviewed journal of international standing. ² The doctoral candidate must be the lead author of at least one of these articles. ³In the case of a thesis by publication, an introduction to the dissertation shall be prepended which states the significance of the articles for the specific subject area, or, in cases where the articles have been written by several authors, how and what the candidate has contributed to the article in terms of the quantity and quality of their research. ⁴If the candidate submits articles

accepted for publication, the confirmation of acceptance including the date of acceptance will have to be enclosed; if they submit manuscripts already published, the complete bibliographic reference will have to be enclosed.

(3) ¹The entire dissertation (in case of a monolithic doctoral thesis) or the introduction to a thesis by publication may be written in German or English, as stipulated in Article 2 s. 3. ² The dissertation must include an abstract in both German and English.

Article 13 Assessment of the dissertation

(1) ¹The chairperson of the doctoral committee shall task the supervisor (Article 7) with the preparation of the first assessment, and another member of the supervisory committee with the preparation of the second assessment. ²In addition, the doctoral committee shall appoint a third assessor who belongs to a different institution than the supervisor; where (3) s. 2 is applicable, a fourth assessor is to be appointed after the first round of assessment. ³Third and fourth assessors may be recruited from faculty members of the Medical Faculty, any cooperating institution, or a different domestic or foreign university. ⁴The first, second and third assessor shall each receive a copy of the dissertation and review the work simultaneously and independently. ⁵The assessment reports shall be completed no later than two months after the candidate has submitted the dissertation.

(2) ¹Each assessment report must contain a statement proposing either to accept or to reject the dissertation. ²If the acceptance of the dissertation is proposed, a summary evaluation stating one of the following grades will have to be included:

“summa cum laude” [with distinction]	= excellent	= outstanding performance (1)
“magna cum laude”	= good	= performance exceeding the requirements (2)
“cum laude”	= satisfactory	= average performance meeting the requirements (3)
“rite”	= sufficient	= performance with some flaws, but still meeting the requirements (4)

³If the rejection of the dissertation is proposed, the work will incur the grade

“insufficenter”	= insufficient	= an unsatisfactory performance not meeting the requirements due to major flaws (5)
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⁴The number of working hours or equipment hours required shall not be admissible as an evaluation criterion.

(3) ¹If the assessors are unanimously in favor of accepting the dissertation and if they agree in their grading of the work, this grade will be the final grade for the dissertation. ²If the grade “summa cum laude” [with distinction] is to be awarded, an additional grading by a fourth assessor confirming this assessment will be required, as stipulated in (1) s. 2. ³Where three assessors differ in their grading and the difference between the best and worst grade proposed is no greater than one grade level, the

overall grade for the dissertation will be calculated as the arithmetic mean of the individual assessor's grades, truncated at the first digit behind the decimal point without being rounded. ⁴If the grades proposed by each assessor differ by more than one grade level, the doctoral committee will vote on the final result; prior to casting votes, the members may take additional assessments or expert evaluations into consideration. ⁵The overall grade shall depend on the average grade and is determined as follows:

Equal to 1.0	"summa cum laude",
Greater than 1.0, smaller than 2.5	"magna cum laude",
Greater than 2.5, smaller than 3.5	"cum laude",
Greater than 3.5, smaller than or equal to 4.0	"rite".

(4) ¹If at least one assessor rejects the dissertation, the doctoral committee shall decide its rejection or acceptance and the final grade on the basis of committee votes and after obtaining and considering additional assessments or expert evaluations. ²If the dissertation is rejected, the candidate's attempt at the doctoral examination will be deemed failed.

(5) ¹The doctoral committee may propose that the candidate withdraw while the rejection of their dissertation is still undecided. ²This option shall be precluded if there is suspicion of academic misconduct.

(6) ¹The doctoral committee may return a severely flawed dissertation to the doctoral candidate for revision once, providing the past performance of the candidate gives any indication that an acceptable dissertation is to be expected after corrections. ²If the dissertation is returned for revision, the doctoral candidate shall be informed of the flaws which have led to its return. ³The doctoral candidate must resubmit the revised version of the dissertation within four months from the date of its return. ⁴If the doctoral candidate should miss the deadline due to reasons attributable to themselves, the dissertation will be deemed rejected.

(7) ¹If the dissertation does not have substantial flaws justifying its rejection or return for revision, the doctoral committee may make the dissertation's acceptance conditional on the doctoral candidate agreeing to implement any proposed changes or additions prior to publishing their dissertation. ²Any proposed changes and additions must be specific enough to be actionable.

(8) ¹The chairperson of the doctoral committee shall inform the doctoral candidate of the committee's decision to accept or reject their dissertation by official letter. ²One copy of each submitted version of the dissertation shall remain with the records of the doctoral program office together with any assessment reports.

Article 14 **Thesis defense**

(1) ¹After the dissertation has been accepted and graded with the minimum passing grade of "rite", the doctoral program under academic supervision shall proceed to the stage of thesis defense. ²The thesis defense shall take the form of a single candidate being examined by the assessors appointed pursuant to Article 13 (1) s. 1 and s. 2

(the examining committee). All examiners must be present for the examination. ³The first assessor shall chair the examining committee.

(2) ¹The time and place of the thesis defense shall be determined by the chairperson of the examining committee. ²The doctoral candidate is to be given two weeks' notice when they are summoned to the thesis defense.

(3) ¹The thesis defense shall take between 30 minutes (at a minimum) and 60 minutes (at a maximum). ²The doctoral candidate shall give a 15-minute presentation on the theses that comprise the key argument of their dissertation. ³Afterwards there will be a specialist discussion focusing mainly on topics and questions pertinent to the subject matter or methodology of the dissertation.

(4) ¹If the members of the examining committee cannot reach a unanimous decision on the grade, the grade for the thesis defense shall be calculated as the arithmetic mean of the grades given by the individual assessors. ²This grade shall be truncated at the first digit behind the decimal point and not be rounded. ³Article 13 (2) shall apply mutatis mutandis. ⁴The overall grade for the thesis defense shall depend on the average grade and is determined as follows:

Smaller than or equal to 1.5	"summa cum laude",
Greater than 1.5, smaller than 2.5	"magna cum laude",
Greater than 2.5, smaller than 3.5	"cum laude",
Greater than 3.5, smaller than or equal to 4.0	"rite".

(5) ¹If at least two members of the examining committee should grade the performance with "insufficenter", the candidate's attempt at the thesis defense shall be deemed failed. ²The thesis defense may be repeated once, at the earliest after three months and at the latest within one year from the first attempt.

(6) ¹The key subjects and results of the thesis defense shall be recorded in minutes which must be signed by all members of the examining committee. ²The doctoral candidate is to be notified of the result at the end of the thesis defense.

(7) The thesis defense shall be deemed failed in the event that the candidate, due to reasons attributable to themselves, fails to appear for the thesis defense or asks to withdraw from the examination after it has started.

(8) A limited number of other doctoral candidates who have been accepted in accordance with Article 4 may be admitted as listeners by the chairperson of the examining committee for the thesis defense proper, provided the doctoral candidate raises no objections to their presence; however, they may not be present for the discussion and announcement of the results of the thesis defense.

Article 15

Overall results of the doctoral examination

(1) The doctoral examination shall be deemed passed if the dissertation has been accepted as per Article 13 (2) s. 2 and the thesis defense has also been passed.

(2)¹The final grade shall be calculated from the arithmetic mean of the odd or even grades of the dissertation (Article 13 (3) s. 1 to 4) and the thesis defense (Article 14 (4) s. 1 and 2), whereby the grade of the dissertation receives a double weighting.

²The final grade for each grade average is:

Smaller than or equal to 1.5	summa cum laude,
Greater than 1.5, smaller than or equal to 2.5	magna cum laude,
Greater than 2.5, smaller than or equal to 3.5	cum laude,
Greater than 3.5, smaller than or equal to 4.0	rite.

³The final grade shall be truncated at the first digit behind the decimal point and not be rounded.

(3) If the candidate has passed the doctoral examination, the chairperson of the doctoral committee shall notify them of the result by official letter. This official letter shall state that the doctoral degree certificate will only be handed over after publication of the dissertation (as per Article 17), and that the doctoral candidate shall only be entitled to hold the doctoral degree after having received the degree certificate.

Article 16 Failure and second attempt

(1) ¹If the dissertation has been rejected or if the candidate has failed the thesis defense, the doctoral examination shall be deemed not passed on the first attempt.

²The same shall apply if the doctoral training program required as per Article 9 (1) s. 3 no. 2 or the units of study to be completed as per Article 9 (1) s. 4 no. 3 have not been successfully completed. ³The doctoral candidate may retake the doctoral examination once, and with a different research topic insofar as s. 1 is applicable.

(2) The chairperson of the doctoral committee shall notify the doctoral candidate of their passing or failing the doctoral examination by official letter.

Part IV. Completion of the doctoral program under academic supervision

Article 17 Publication of the dissertation

(1) ¹After the candidate has passed the doctoral examination, the dissertation must be made available to the academic community in an appropriate manner within one year. ²If warranted under special circumstances, the doctoral committee may extend the publication deadline stipulated in s. 1 to a total maximum of three years, providing the doctoral candidate has submitted a justified request to this effect prior to the lapse of the original publication deadline. ³If the candidate should fail to observe their obligation to publish the dissertation as stipulated in s. 1 within three years from the date of the doctoral examination, any entitlements acquired through the doctoral examination shall be deemed to have lapsed.

(2) ¹If acceptance of the dissertation is made subject to conditions as per Article 13 (7), the amended document must be submitted to the examining committee (Article 14 (1) s. 2) and the examining committee's confirmation that these conditions have indeed been fulfilled must be sought prior to printing the dissertation. ²The

examining committee's approval must also be obtained for any other changes to the dissertation prior to printing.

(3) ¹A dissertation shall be deemed available to the academic community in an appropriate manner if it is both readily available from within the Ludwig-Maximilians-Universität München and accessible to the academic community at large. ²In order to make a dissertation readily available from within the Ludwig-Maximilians-Universität München and/or to demonstrate that the dissertation is accessible to the academic community at large, two printed and bound copies of the dissertation shall be made available to the university library free of charge. ³In addition, the dissertation must be published either

1. in a periodical;
2. as part of a monographic series;
3. as a monograph by a commercial publisher with a guaranteed minimum print run of 150 copies; or
4. as an electronic publication.

⁴The versions of the dissertation document submitted as per s. 2 and s. 3 must be identical. ⁵The electronic document as per s. 3 no. 4 is to be uploaded to the server for electronic dissertations of the Ludwig-Maximilians-Universität München. ⁶The university library must be granted the right to create and distribute additional copies of the dissertation within the purview of its statutory duties and to make the dissertation publicly accessible over electronic networks. ⁷The university library may have additional (technical) requirements regarding the format of printed and electronic versions of the dissertation document as per s. 2 and s. 3. ⁸If warranted under special circumstances, the doctoral committee may permit forms of publication other than those mentioned in s. 3. ⁹The university library shall confirm any actions taken by the doctoral candidate in fulfillment of their duties as per s. 1 to 8.

(4) ¹The chair of the doctoral committee may deem the duty to make the dissertation available to the academic community in an appropriate manner fulfilled even if the requirements stated in (1) have not yet been fulfilled. This is the case whenever there is a blocking notice in place due to either:

1. a pending patent application; or
2. pending publication in a periodical;

which may cause a delay in publication. ²This exception shall only be applicable on the condition that the requirements as per (1) have been completely satisfied, that the latest possible date of publication is indicated in the blocking notice, and that the university library is able to publish the dissertation independently. ³ (1) s. 2 and 3 and (3) s. 9 shall apply *mutatis mutandis*.

(5) ¹(1) to (4) shall also apply to dissertations in the form of thesis by publication. ²To avoid republishing articles that have already been published or accepted for publication elsewhere, it shall be permissible to indicate the bibliographic reference for the relevant publications in a thesis by publication instead; the requirements of Article 11 (1) no. 4 s. 3 shall remain unaffected.

Article 18

Doctoral degree certificate and use of the academic degree

(1) The date of the thesis defense shall be the date of the completion of the doctorate.

(2) ¹The doctoral degree certificate shall be drawn up in Latin and shall bear the signatures of the Dean of the Medical Faculty of the Ludwig-Maximilians-Universität München and the President of the Ludwig-Maximilians-Universität München alongside the seal of the University. ²The certificate shall state the designation of the doctoral degree, the topic of the dissertation and the overall result. ³A German translation certified by the dean shall be enclosed with the original certificate in Latin.

(3) ¹The doctorate shall be deemed conveyed upon the candidate at the moment the doctoral degree certificate is handed over by the chairperson of the doctoral committee; the handover shall take place as soon as the requirements stipulated in Article 17 are fulfilled. Alternatively, the supervisor may hand over the certificate instead of the chairperson of the doctoral committee if they so wish; in this case, the dean's office shall be notified. ²The candidate shall not be entitled to hold the doctoral degree until these proceedings have completed. ³The above notwithstanding, the chairperson of the doctoral committee may grant the candidate the provisional right to hold the doctoral degree if:

1. the requirements of Article 17 (2) are not applicable or have been fulfilled; and
2. in cases as described in Article 17 (3) s. 3 nos. 1 to 3, there is a relevant contract or confirmation of the fulfillment of these requirements available.

Article 19

Invalidation of program results and divestiture of the doctoral degree

(1) ¹If it should become apparent that the doctoral candidate has employed fraudulent means in the course of the doctoral program under academic supervision, or that the award of the academic degree would be unlawful for other reasons before the doctoral degree certificate is issued to the candidate, the doctoral committee shall declare any entitlements already conveyed upon the candidate invalid and terminate the doctoral program under academic supervision. ²The pursuit of the doctoral program by the candidate shall end and the doctoral examination shall be deemed failed on the final attempt.

(2) ¹Should any academic fraud or other grounds for the unlawfulness of the award of the degree become apparent only after the doctoral degree certificate has already been handed over, the doctoral committee may declare the doctoral examination failed in retrospect and divest the candidate of their doctoral degree pursuant to Article 69 of *Bayerisches Hochschulgesetz (BayHSchG)* [Bavarian Higher Education Act] in conjunction with Article 48 of *Bayerisches Verwaltungsverfahrensgesetz (BayVwVfG)* [Bavarian Administrative Procedures Act]. ²This decision shall be communicated to the faculty committee. The dean shall then inform the person concerned by official letter.

(3) If the results of the doctoral examination have been declared invalid in retrospect and the candidate has been divested of their doctoral degree as per (2), the doctoral degree certificate shall be impounded.

(4) ¹If the act of academic fraud should prove to be insignificant, the doctoral committee may take steps to bring the act of academic fraud to the attention of the person or persons against whom it has been committed, if there is any interest on their part. ²Such interest may arise due to general matters of protecting the reputation of the institution conducting the doctoral degree program and complying with standards of good academic practice, or due to the interest of third parties in asserting their original authorship.

(5) ¹In cases where (2) and (4) are applicable, the person concerned shall be required to mark all copies of the dissertation not yet distributed with a clearly visible notice indicating the act of academic fraud. ²This shall also apply to the electronically published version of the dissertation. ³In order to fulfill the obligations pursuant to s. 1 and s. 2, the person concerned shall inform without delay any and all persons and institutions (in particular university libraries, academic libraries and publishers) of whom it can be assumed that they have copies of the dissertation in their possession. ⁴With regard to any copies of the dissertation already distributed, s. 3 shall apply *mutatis mutandis*.

(6) The doctoral committee may use electronic means to detect and investigate attempts at academic fraud.

Part V. Honorary doctorate

Article 20 Honorary doctorate

(1) ¹The Medical Faculty may in exceptional cases award honorary doctorates on behalf of the Ludwig-Maximilians-Universität München in recognition of outstanding scientific contributions to the fields of medicine, dental medicine or human biology; these shall be designated *Dr. med. h.c.*, *Dr. med. dent. h.c.* and *Dr. rer. biol. hum. h.c.*, respectively. ²In exceptional cases an honorary doctorate may be bestowed upon personages who have advanced the causes of the disciplines of medicine, dental medicine or human biology through their public-spirited commitment or activities, providing the award is substantially justified.

(2) ¹An honorary doctorate is conferred upon a person following their nomination by two professors of the Medical Faculty, a proposal by the doctoral committee, and its ratification by the faculty committee. ²Two-thirds of the members of the faculty committee need to vote in favor if the proposal is to be ratified.

(3) The honorary doctorate is awarded by handing over a certificate, which shall be drawn up in Latin and shall bear the signatures of the Dean of the Medical Faculty of the Ludwig-Maximilians-Universität München and the President of the Ludwig-Maximilians-Universität München alongside the seal of the University.

(4) Article 19 shall apply *mutatis mutandis*.

Part VI. Rules of procedure

Article 21

Proving hindering circumstances not attributable to the candidate themselves

¹Any hindering circumstances not attributable to the candidate themselves must without delay be communicated in writing and proved to the doctoral committee. ²Candidates shall present a medical certificate in the event of illness; the presentation of a certificate of incapacity for work is not sufficient. ³In specific cases or as a general rule, the doctoral committee may require the submission of an official certificate by a medical officer or a medical examiner designated by the doctoral committee. ⁴If the circumstances cited are recognized, a new date shall be set. ⁵Where examinations have already been completed in part, existing examination results shall be accredited.

Article 22

Accreditation of competences

(1) ¹Unless there are substantial differences in the acquired competences (the learning outcomes) they represent, any semesters studied and any coursework and examination results obtained in any other course of study taken at the Ludwig-Maximilians-Universität München or any other state-run or officially recognized university in the Federal Republic of Germany shall be accredited; this shall also apply to any competences acquired through successful completion of a distance learning unit forming a part of a course of study at any state-run or officially recognized institution of higher education in the Federal Republic of Germany, or courses of study at foreign institutions of higher education. ²This provision shall apply mutatis mutandis to any semesters studied at any state-run or officially recognized institution of higher education in Bavaria in the pursuit of other studies pursuant to Article 56 (6) nos. 1 and 2 of the *Bayerisches Hochschulgesetz* (BayHSchG) [Bavarian Higher Education Act], special courses of study pursuant to Article 47 (3) s. 1 of *Bayerisches Hochschulgesetz* (BayHSchG) [Bavarian Higher Education Act], or credits for online courses taken at the *Virtuelle Hochschule Bayern* [the online course offering of the Bavarian higher education system].

(2) ¹Competences acquired in the pursuit of other forms of continuing education pursuant to Article 56 (6) no. 3 of *Bayerisches Hochschulgesetz* (BayHSchG) [Bavarian Higher Education Act] or outside the higher education sector may be accredited, provided they convey an equivalent level of competence. ²Competences acquired outside the higher education sector may not account for more than half of the required competences.

(3) ¹If learning outcomes for study times and examination results can be accredited, the grades are to be transferred to the extent that the grading systems are identical. Such credits shall count towards the calculation of the grades for the degree program in accordance with these regulations for doctoral degree programs. ²The transferred grades shall be marked up and annotated as such. ³If a non-identical grading system has been used for the assessment of the learning outcome in question, the chairperson of the doctoral committee shall determine a grade for the coursework or examination results to be accredited on the basis of the assessment levels as per Article 13

(2) and proceed as stipulated in s. 1 and s. 2. ⁴S. 1 to 3 shall apply mutatis mutandis for the allocation of any ECTS credits.

(4) ¹If study times and examination results completed by the candidate prior to their pursuit of the doctoral program are to be accredited, the candidate shall submit the documents to the doctoral committee no later than at the end of the first semester of the doctoral degree program. ²For the accreditation of any study times and examination results completed after the pursuit of the doctoral program has commenced, the candidate shall submit any relevant documents in the semester following their completion. ³Proof for the accreditation of study times is generally provided by submitting the academic transcript of the university at which the studies were completed. ⁴For the accreditation of coursework and examination results, the candidate shall submit the relevant certificates from the issuing institution of higher education. Any such certificates shall state:

1. the particular (oral and/or written) partial exams and their respective subjects which comprise an overall examination;
2. which examinations the candidate has actually taken;
3. the results for any coursework and examinations and the overall grade for the subject studied, if available;
4. a key to the grading system on which these grades are based;
5. in the case of programs of study which use scoring systems for accreditation: the specific units of study for which the coursework was submitted and the examination results were obtained, alongside the actual score and the score required for successful completion of the program of study;
6. the volume of the individual units of study for which coursework and examination results are to be accredited in semester hours per week; and
7. whether any overall examination to which the submitted results were meant to contribute has been deemed failed on account of these results or for any other reason.

⁵The candidate shall submit appropriate evidence (diplomas, certificates, documentation, etc.) for the accreditation of competences acquired outside the higher education sector.

(5) Certificates and documents issued in languages other than German may need to be submitted together with a certified translation into German in order to be accepted.

(6) The doctoral committee shall decide if and to what extent any study times and coursework and examination results are accredited; when in doubt, the committee may consult an expert on the relevant subject.

Article 23

Protection under the *Mutterschutzgesetz* [German Maternity Leave Act], *Bundeseltern geldgesetz* [Federal Childcare Payment Act] and *Elternzeitgesetz* [Parental Leave Act] and the *Pflegezeitgesetz* [Home Care Leave Act]

(1) Candidates shall be able to take parental leave as well as leave to perform care duties for a dependent close relative on the grounds of *Mutterschutzgesetz* [German Maternity Leave Act] as amended and *Pflegezeitgesetz* [Home Care Leave Act] as amended; the applicable time-frames for parental leave shall be governed by the *Bundeseltern geld- und Elternzeitgesetz* [Federal Childcare Payment Act and Parental Leave act], while the criteria in Articles 14 and 15 of Vol. 11 of the *Sozialgesetzbuch* [Social Security Code] (as amended) shall apply in case of care duties for dependent close relatives.

(2) ¹The Medical Faculty shall determine which units of study (and their venues, times and conduct) that the Ludwig-Maximilians-Universität München generally deems mandatory may be omitted by pregnant or nursing doctoral candidates; the same shall apply mutatis mutandis for any practical tutorials otherwise deemed mandatory for the relevant degree programs. ²Doctoral candidates who are pregnant or nursing should inform the doctoral program office at the earliest opportunity. ³The doctoral committee shall determine any specific protective measures required in accordance with the general health and safety assessments pursuant to s. 1 in cooperation with the person responsible for the unit of study and communicate these to the pregnant or nursing doctoral candidate. ⁴The person responsible for the unit of study in question shall also offer to discuss any further adjustments to the study and examination requirements that might be necessary while the doctoral candidate is pregnant or nursing. ⁵Any disadvantages doctoral candidates might experience due to pregnancy, childbirth or nursing are to be avoided or mitigated. ⁶The general provisions regarding disability compensation shall remain unaffected. ⁷If a candidate has registered for an examination, this shall not be construed as a waiver of the applicable protection period; this provision shall also obtain in cases where the registration has taken place after an official declaration of pregnancy or nursing in accordance with s. 2 had been submitted.

Article 24

Disability compensation

(1) ¹Pursuant to Article 2 (2) and (3) of the ninth volume of the *Sozialgesetzbuch* (*SGB IX*) [Social Security Code] as amended, persons with severe disabilities and persons of equivalent status shall, per request made to the doctoral committee, be granted an extension of up to 25% of the time normally allowed for a given examination. The extension granted shall depend on the certified degree of the disability affecting a candidate's performance. ²In cases where a candidate's performance may be severely impacted by their disability, the time allowed for an examination may, per request to the doctoral committee, be extended by 50%. ³In addition to or instead of an extension of the time allowed for an examination, other appropriate measures for disability compensation may be taken.

(2) ¹Other doctoral candidates who are significantly impaired in their ability to take the examinations due to a certified, non-transitory physical disability or chronic illness may also be given the benefit of disability compensation in accordance with (1).

²Other appropriate measures may be taken to alleviate any disadvantage candidates may experience due to transitory disabilities.

(3) ¹Requests for disability compensation must be submitted at the point of registering for an examination at the latest, i.e. at least one month before the examination in question. ²Any disability claims need to be certified. ³The doctoral committee may require the presentation of a medical certificate in support of the disability claim. ⁴Article 21, s. 2 and s. 3 shall apply mutatis mutandis.

Article 25

Inspection of examination records, retention periods

(1) ¹Doctoral candidates may request access to the examination records, assessment reports and minutes of the doctoral examination; such requests have to be made in due time and are possible only within a certain window of time following the doctoral examination, which the doctoral program office shall announce in accordance with local standards; this deadline need only be published online. ²The doctoral program office may, s. 1 notwithstanding, announce that an inspection of examination records according to s. 1 may take place at a different venue on the campus the Maximilians-Universität München; any such announcement need only be published online.

(2) ¹The minimum retention period for the complete examination records is five years. ²The basic record, which contains a copy of the doctoral degree certificate, shall be retained indefinitely. ³Any records may be stored in electronic form.

Part VII. Final provisions

Article 26

Entry into force and transitional provisions

(1) These regulations for doctoral degree programs shall enter into force on October 1, 2018.

(2) Applicants who have already been accepted into the doctoral program as doctoral candidates in accordance with the regulations for doctoral degree programs of the Medical Faculty in its version of June 1, 1983 (KWMBI II p. 953), last amended by the statutes of September 15, 2016, shall complete the doctoral program pursuant to the regulations for doctoral degree programs of the Medical Faculty in its version of June 1, 1983 (KWMBI II p. 953) as amended.

(3) Starting October 1, 2018, candidates shall no longer commence their doctoral programs under the regulations for doctoral degree programs of the Medical Faculty in its version of June 1, 1983 (KWMBI II p. 953), last amended by the statutes of September 15, 2016.

Appendix

Doctoral programs under jointly conducted academic supervision

A. Doctoral programs under joint academic supervision carried out in cooperation with a foreign university/school

- I. The conduct of a doctoral program under joint academic supervision with a foreign university or school thereof requires that
 1. an agreement for the joint supervision of the doctoral program across national borders has been entered into with the foreign university or school thereof (co-tuition);
 2. the requirements for acceptance as a doctoral candidate, both at the Ludwig-Maximilians-Universität München as per Article 5 of these regulations for doctoral degree programs, and at the foreign university, are fulfilled and that there is a supervision agreement in place; and
 3. the doctoral candidate only hold a single doctoral degree, either that conferred by the Ludwig-Maximilians-Universität München, or that conferred by the foreign university and relevant school thereof. A simultaneous holding of both institutions' degrees is precluded.
- II. ¹An agreement is to be entered into with the chairperson of the doctoral committee at the foreign university or school thereof. ²It must be signed by the first assessor, the chairperson(s) of the doctoral committee and the president/rector of the foreign university, and by the first assessor, the chairperson(s) of the doctoral committee and the President of the Ludwig-Maximilians-Universität München.
- III. ¹After completing a doctoral program under joint academic supervision, the doctoral candidate shall be awarded the doctorate of the foreign university and its respective school, and the relevant doctorate of the Ludwig-Maximilians-Universität München as per Article 1 of these regulations for doctoral degree programs. ²The chairperson of the doctoral committee shall also notify the doctoral candidate of the joint supervision agreement by an official letter also instructing them on their obligations under no. I. s. 3.

B. Doctoral programs under joint academic supervision carried out in cooperation with a university of applied sciences

- I. A doctoral program under joint academic supervision with a university of applied sciences requires that a cooperation agreement with the institution is in place and that the doctoral committee has given its approval.
- II. A co-supervisor for this purpose can be any full professor tenured at a university of applied sciences in accordance with Article 62 (1) s. 2 no. 1 *BayHSchG* [Bavarian Higher Education Act] and Article 2 (3) s. 1 and Article 1 s. 1 no. 1 *BayHSchPG* [Bavarian law governing university staff].

- III. The doctoral degree certificate awarded shall contain a note stating that the doctoral program has been completed under academic co-supervision with the respective university of applied sciences.

These regulations are issued on the grounds of the resolution of September 18, 2018, of the senate of the Ludwig-Maximilians-Universität München and with approval of the President of the Ludwig-Maximilians-Universität München of September 27, 2018, No. I.3-456.07:8

Munich, September 27, 2018

signed

Prof. Dr. Bernd Huber
President

These statutes have been written down at the Ludwig-Maximilians-Universität München on September 27, 2018; the resulting version has been announced by posting of public notice at the Ludwig-Maximilians-Universität München on September 27, 2018. Therefore, the date of publication is September 27, 2018.