

**Academic Regulations**  
**for doctoral degree coursework on the MIN Doctoral Program**

6 March 2013

Contents

Preamble .....	1
§ 1 Curriculum objectives .....	1
§ 2 Regular period of study .....	2
§ 3 Coursework credits .....	2
§ 4 Coursework .....	2
§ 5 Course types .....	3
§ 6 Completed coursework .....	3
§ 7 Program organization .....	3
§ 8 Accreditation of achievements .....	4
§ 9 Transcript of records .....	4
§ 10 Legal effect .....	4

On 6 March 2013, in accordance with § 91(2)(1) of the Hamburg Higher Education Act (HmbHG) dated 18 July 2001 (HmbGvVBl. page 171) as amended 4 December 2012 (HmbGvVBl. pages 510, 518), the Faculty Council in the Faculty of Mathematics, Informatics and Natural Sciences at Universität Hamburg did adopt the following academic regulations.

**Preamble**

<sup>1</sup>These academic regulations describe the objectives, content, and structure of doctoral degree coursework on the MIN Doctoral Program (MIND) and apply to doctoral students who have been admitted to doctoral studies pursuant to the Doctoral Degree Regulations of the Faculty of Mathematics, Informatics and Natural Sciences dated 1 December 2010 and to the doctoral degree program, and who are members of the MIN Graduate Center. <sup>2</sup>Courses on the MIN Doctoral Program will be offered for the first time during winter semester 2013–14. <sup>3</sup>Upon successful completion of the doctoral degree program and successful examination pursuant to the Doctoral Degree Regulations of the Faculty of Mathematics, Informatics and Natural Sciences dated 1 December 2010, the degree of Doctor of Philosophy (PhD) may be conferred upon request therefor (pursuant to § 1(1) of the aforementioned Doctoral Degree Regulations).

**§ 1 Curriculum objectives**

<sup>1</sup>The goal of doctoral degree coursework on the MIN Doctoral Program is to achieve an additional qualification in science and research. <sup>2</sup>In addition to more in-depth scientific work on the

doctoral project, which is of central importance for doctoral studies, MIND offers research oriented courses and imparts key skills that complement education and training in science.

## **§ 2 Regular period of study**

<sup>1</sup>The regular period of study for doctoral studies in accordance with these academic regulations is three years. <sup>2</sup>For doctoral students who were not admitted to the doctoral final examination pursuant to § 3(2) of the Doctoral Degree Regulations of the Faculty of Mathematics, Informatics and Natural Sciences dated 1 December 2010, the Doctoral Committee may set a different period of study.

## **§ 3 Coursework credits**

<sup>1</sup>Work completed (attendance, independent study, coursework) on postgraduate courses is recorded in credit points (CPs). <sup>2</sup>As a general rule, one credit point corresponds to 30 hours of work. <sup>3</sup>The doctoral degree coursework component encompasses 12 credit points.

## **§ 4 Coursework**

(1) <sup>1</sup>During the regular period of study doctoral students are required to complete a total of 12 credit points of coursework, which are offered as part of the MIN Doctoral Program. <sup>2</sup>At least 9 credit points must be from specialized courses in the respective major subject or in an interdisciplinary context. <sup>3</sup>Three credit points of coursework may be earned for key skills. <sup>4</sup>Courses will primarily be held in English.

(2) Courses fall into the following categories:

(a) Current topics in research and/or advanced research methods in the respective field of the doctoral project (subject-specific courses) or in an interdisciplinary context.

(b) Key skills, for example, courses in academic writing, presentation techniques, discipline-specific software programming and/or use of IT systems, or career and professional development.

(3) Major subjects and courses offered within those major subjects reflect the research pursued in the Faculty of Mathematics, Informatics and Natural Sciences. The MIN Graduate Center determines the major subjects and the courses to be offered therein and publicizes this information accordingly.

(4) The MIN Graduate Center will publish course catalogs containing course descriptions and procedures for course registration in an appropriate manner.

## § 5 Course types

Course type and didactic concept	Credit points	Credit hours	Group size
<u>1. Specialized seminars and workshops in the respective major subjects</u>  This includes seminars within the context of research training groups or graduate schools as well as research groups and institute seminars. Seminars may be offered over the course of a semester, as a block (e.g., as a workshop or retreat), or as part of a summer school.	Ordinarily 1.5–3	Ordinarily 1–2	Ordinarily 12
<u>2. Special lectures and seminars offered as part of master's degree programs in the MIN Faculty</u>  This includes select courses from master's degree program curricula in the MIN Faculty. Courses are designed to either provide more in-depth knowledge in the selected major subject or furnish interdisciplinary training.	Ordinarily 1.5–6	Ordinarily 1–4	24
<u>3. Seminars on key skills in particular in the areas of career and professional development</u>  Courses impart key qualifications relevant to the respective major subjects of the doctoral project and/or help guide the doctoral student in his or her continued professional and career planning.	Ordinarily 0.75–3	Ordinarily 0.5–2	Ordinarily 12

## § 6 Completed coursework

- (1) The successful completion of each course presupposes the completion of coursework.
- (2) <sup>1</sup>Course instructors and doctoral students shall agree upon the coursework to be completed at the beginning of the course. <sup>2</sup>The MIN Graduate Center Board shall decide in the case of any disputes. <sup>3</sup>The type and scope of coursework to be completed shall correspond to the estimated amount of work reflected in the credit points.

## § 7 Program organization

- 1) <sup>1</sup>The MIN Graduate Center and the participating departments are responsible for ensuring that courses are offered in the major subjects <sup>2</sup>The head of the MIN Graduate Center shall have the power and authority to delegate the organization and publication of courses as well as other organizational matters, e.g., processing admission applications, rules governing course registration procedures, registration procedures, and issuance of transcripts of records to the front office of the MIN Graduate Center.

(2) <sup>1</sup>The MIN Graduate Center Board is responsible for accepting and recognizing coursework as completed as well as admissions into the MIND doctoral degree program. <sup>2</sup>The Board may delegate the duty of degree program admissions and the acceptance and recognition of coursework to the head of the MIN Graduate Center. <sup>3</sup>The Board must decide upon any denial of admission to the degree program or non-recognition of scholarly performance credited toward the program pursuant to § 8.

### **§ 8 Accreditation of achievements**

Upon application by the doctoral student, the Board shall decide about whether to approve other achievements for transfer and credit toward the degree program.

### **§ 9 Transcript of records**

<sup>1</sup>The successful completion of the degree program shall be documented in a transcript of records recording academic performance and completed coursework. <sup>2</sup>An original transcript of records shall be prepared in English following completion of the degree program. <sup>3</sup>Upon request, doctoral students will receive a copy prepared in German. <sup>4</sup>If achievements were completed as part of a graduate program, for example, within an externally funded graduate school or research training group in either the MIN Faculty or a non-university cooperation partner, this can be documented in the transcript of records.

### **§ 10 Legal effect**

These academic regulations shall become effective on 7 March 2013. They shall initially apply to doctoral students who commence their doctoral studies in winter semester 2013–14.

Hamburg, 7 March 2013

Universität Hamburg

Faculty of Mathematics, Informatics and Natural Sciences