
Place, date

Surname / first name _____

Street / postcode / town or city _____

Telephone _____

Mobile _____

Email _____

Date of birth _____

Place of birth _____

Nationality _____

For the attention of the:
Chairperson of the Doctoral Commission
Dean's Office of the Faculty of Arts and Humanities
of Heinrich Heine University Düsseldorf
Universitätsstr. 1
40225 Düsseldorf

Application for p r o v i s i o n a l acceptance as doctoral researcher in accordance with the Doctoral Degree Regulations of the Faculty of Arts and Humanities of Heinrich Heine University Düsseldorf of 04.07.2000 (last amended on 10.10.2014)

I herewith apply for **provisional** acceptance as doctoral researcher at the Faculty of Arts and Humanities.

Doctoral subject: _____

(in accordance with Appendix 1 for dissertation and **oral defence**)

Main subject and minor subjects:

(in accordance with Appendix 2 for dissertation and **viva voce**)

1. Main subject: _____

2. Main subject: _____

Main subject: _____

1. Minor subject: _____

2. Minor subject: _____

(Signature)

The following documents must be included:

1. Curriculum vitae in German which includes details of school and university education.
2. **Certified copies** of Certificate of Higher Education Entrance Qualification (*Abitur* or equivalent) as well as records and certificates of all academic examinations.
3. Proof of language abilities as required in accordance with Appendix 3.
4. A declaration of whether or when and where the applicant has already participated in an unsuccessful doctoral examination procedure.
5. Written notification from the supervisor that he or she is willing to support the doctoral researcher in the development of his or her dissertation project.

Information on membership in the Graduate Academy philGRAD

The Graduate Academy philGRAD provides transparent quality standards (supervision agreement, regular supervision meetings, "Good scientific practice", etc.) for all doctoral researchers of the Faculty of Arts and Humanities. philGRAD supports their PhD students with a profession-related qualification programme as well as with advice and services throughout the doctoral studies at Heinrich Heine University Düsseldorf. Membership in philGRAD is voluntary. We are looking forward to welcoming you as a new member!

For more information, visit the website: www.philgrad.hhu.de.

For questions regarding the Graduate Academy philGRAD please contact:

Dr. Simone Brandes
Coordinator
Graduate Academy philGRAD
Building 24.51, Floor 01, Room 24
Universitätsstr. 1
40255 Düsseldorf

Phone +49 (0)211 81 13134
Mail: philgrad@phil.hhu.de

Application for Membership of philGRAD Graduate Academy

- Doctoral Researchers -

Note: Please notify the philGRAD Coordination Office of any changes in your data (e.g. change of address). Our email address is: philgrad@phil.hhu.de.

1. Personal details

Please enter all the required information in full. We declare that all personal data will be handled confidentially in accordance with legal provisions and current data protection rules of Heinrich Heine University Düsseldorf and not passed to third parties without your consent.

1.1. Personal information

Address:	<input type="checkbox"/> Ms.	<input type="checkbox"/> Mr.	Title:	
Last name(s):				
First name(s):				
Date of birth (DD/MM/YYYY):				
Place of birth (City/Town/Country):				
Nationality:				

1.2. Contact data

Please enter your telephone number, email and postal address where we can contact you if we have any questions or need to send you documents by post. If available, please also enter the address of a department.

Private street, house number:			
Postcode/City/Town:			
Telephone (with prefix):			
Department (if you are a member of staff) or Graduate Programme:			
University:			
Street, house number:			
Postcode/City/Town:			
Telephone (with prefix):		Fax:	

Email address: _____ @uni-duesseldorf.de

Please enter only your @uni-duesseldorf.de (or @hhu.de) email address and **not** a private or @phil.uni-duesseldorf.de address!

2. University qualification and doctoral studies

2.1 University qualification

Please state only the highest academic grade (where relevant after the recognition procedure) which qualifies you for admission to doctoral studies. Please state the subjects listed on your certificate.

Subject:			
Subject:			
Subject:			
Type of qualification:	<input type="checkbox"/> Master <input type="checkbox"/> Magister <input type="checkbox"/> Diplom	<input type="checkbox"/> Other:	
University/Place:		Date:	

2.2 Doctoral studies

Are you enrolled at Heinrich Heine University as a doctoral researcher or guest researcher?

<input type="checkbox"/> Yes	Since when (MM/YYYY)?		<input type="checkbox"/> No
Have you been accepted for doctoral studies at the Faculty of Arts and Humanities?			
<input type="checkbox"/> Yes (provisional acceptance)	Date:	<input type="checkbox"/> Yes (final acceptance)	Date:
<input type="checkbox"/> No			
Who is your dissertation supervisor (name, department)?			

I confirm that all the information provided above is correct.

Signature:

Date:

3. philGRAD Supervision Team

The following persons have been requested as members of the philGRAD Supervision Team and agree to act in this role. The supervision relationship is governed by philGRAD's statutes and the Doctoral Regulations of the Faculty of Arts and Humanities. If not yet known at the time of application for membership, the Supervision Team must be nominated within six months after the application has been submitted. The philGRAD Supervision Team must not be identical to the supervisors of the doctoral research project in accordance with the Doctoral Regulations; the supervisor in accordance with the Doctoral Regulations will generally also be a supervisor in the philGRAD Supervision Team.

3.1. Supervisor

Name:		Department:	
Signature:		Date:	

3.2. Further member of the philGRAD Supervision Team

Name:		Department:	
Signature:		Date:	

3.3. Further member of the philGRAD Supervision Team (optional)

Name:		Department:	
Signature:		Date:	