

For the opening of the request for admission to the doctoral procedure for Dr.rer.nat., awarded by the Faculties of Natural Sciences and Mathematics and Economics, the following documents must be submitted, according to RPO 25.07.2019 and FSPO v. 14.06.2021.

1	Request for the opening of the doctoral procedure	
2	Proposal of the candidate for 2 reviewers, 2 additional members, chair	
3	curriculum vitae with professional and scientific background, list of all publications and scientific lectures and posters, signed and printed	
4	Cumulative: Confirmation from the supervisor about the personal contribution; listing of all publications with DOI numbers with highlighting of the personal contribution, <b>signed in original from PhD student and supervisor</b> ; listing of co-authors with contact addresses	
5	Written confirmation from the supervisor that he/she accepts the dissertation, <b>signed in original</b>	
6	Explanation Type of examination	
7	Declaration about the independent preparation of the dissertation and adherence to the statutes GSP with agreement to the examination of the dissertation including with use of electronic data processing	
8	Declaration of knowledge of all relevant regulations of the procedure and that the work has not yet been submitted in any other doctoral procedure	
9	Certificates for doctoral degrees already awarded	
10	Officially certified copy of the M.Sc. certificate of completion of studies, if applicable with passing of the requirements (RPO § 7(4)) or other degree with confirmation of passing of the requirements by the doctoral committee	
11	Accepted request for doctorate; if request is accepted with conditions: proof of the required supplementary benefits	
12	statistics sheet	
13	5 dissertation copies (1 for file, the rest to be given to reviewers and examiners by candidates themselves), <b>printed on both sides, without a spiral binding, and as a softcover</b>	
14	On a digital medium: dissertation copy as a (PDF, no scan, unencrypted and without password; remains in secretary's office), as well as a list of all publications, scientific lectures and posters, curriculum vitae with professional and scientific background	

Contact: [nawi.promotion@uni-ulm.de](mailto:nawi.promotion@uni-ulm.de), Brigitte Riedel: Mon-Wen 09:00-11:00, Tel. 0731-50 22033  
Please note the closing times on the homepage!

## Guidelines for the submission and external form of the dissertation

1. The dissertation should be written in German or English. It must contain:

cover page  
page 2  
table of contents  
summary  
complete bibliography

2. title page according to the following scheme:

Title of the work

Dissertation formula (with naming of the faculty): Dissertation to obtain the degree Dr.rer.nat. of the Faculty of Natural Sciences / Mathematics and Economics of the University of Ulm submitted by (author's name with first name written out in full) from (place of birth) publication (printing) year

3. on the 2nd side is to be listed:

Name of the Dean of the Faculty  
First reviewer = supervisor  
second reviewer  
possible further reviewers  
Day of the promotion (will be inserted on the copies to be published)

4. Texts adopted in the original must be clearly identified as citations by quotation marks with reference to the original with page numbers. Literature mentioned in the text must be listed in the bibliography; this should only contain works actually used.

5. prescribed format: Din A4, **printed on both sides, without a spiral binding, and as a softcover**

6. the electronic version of the dissertation shall be submitted in PDF format on CD. It must not be a scanned version of the paper printout. Encrypted, password-protected or otherwise restricted files are also inadmissible. The CD should also contain additional information: List of all publications, scientific lectures and posters, curriculum vitae with professional and scientific background