



School of Business, Economics and Information Systems

Subject-Specific Doctoral Regulation

of 1 October 2020

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Subject-Specific Doctoral Regulation
of the School of Business, Economics and Information
Systems at the University of Passau

of 1 October 2020

On the basis of Art. 13(1) sentence 2 in conjunction with Art. 64(1) sentence 5 of *Bayerisches Hochschulgesetz* (BayHSchG; the Bavarian higher education act), the University of Passau lays down the following statute:

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§ 1 Scope

¹This subject-specific doctoral regulation applies to all procedures at the School of Business, Economics and Information Systems of the University of Passau and governs the awarding, withdrawal and revocation of doctoral degrees; it supplements the general doctoral regulation (APromO) of the University of Passau. ²If it becomes apparent that a provision of this regulation is not compatible with the APromO, then the provision of the APromO takes precedence.

§ 2 Composition of the Board of Examiners for Doctoral Awards

The Board of Examiners for Doctoral Awards consists of four professors and two postdoctoral staff (assistant professors or graduate research and teaching assistants) from the School of Business, Economics and Information Systems of the University of Passau who have been elected for a two-year term by the faculty council.

§ 3 Composition of the Doctoral Examining Committee

- (1) The Doctoral Examining Committee has three members.
- (2) At least one member must not have contributed to the submitted papers or the content of the submitted monographs.
- (3) ¹The chairperson of the Board of Examiners for Doctoral Awards designates one member of the Doctoral Examining Committee as chairperson; this should not be one of the referees. ²The Board of Examiners for Doctoral Awards determines the composition of the Doctoral Examining Committee at the proposal of the doctoral candidate once the supervisor has been heard.

§ 4 Eligibility of honorary professors to participate in the doctoral procedure

¹In addition to the persons mentioned in § 4 sentence 1 APromO, honorary professors may also serve as supervisors, referees and examiners, provided they have outstanding research credentials. ²Supervisors, referees and examiners are appointed individually by the Board of Examiners for Doctoral Awards.

§ 5 Requirements for acceptance by the School of Business, Economics and Information Systems

(1) To be accepted as a doctoral candidate at the School of Business, Economics and Information Systems, the applicant needs to have completed a university degree in economics or related to economics by passing a *Diplom, Magister* or master's examination at a university in Germany or an equivalent degree at a foreign university with a grade of at least 2.3.

(2) ¹At the written request of the applicant's supervisor, the Board of Examiners for Doctoral Awards can grant exemption from the requirement under subsection 1. ²In this case, the Board of Examiners for Doctoral Awards can stipulate additional requirements for acceptance.

§ 6 Supervision

(1) ¹The doctoral supervision agreement in accordance with § 7 sentence 1 APromO requires the doctoral candidate to participate in at least four modules from the doctoral programme of the School of Business, Economics and Information Systems and to provide proof of this when applying for acceptance in accordance with § 9 APromO. ²The Board of Examiners for Doctoral Awards will decide which modules to offer and shall announce them on the website of the School of Business, Economics and Information Systems. ³On request, the Board of Examiners for Doctoral Awards can recognise equivalent modules completed outside the doctoral programme of the Faculty of Business, Economics and Information Systems.

(2) The doctoral supervision agreement further stipulates that a doctoral candidate must hold at least two public lectures before being admitted to the doctoral examination and submit proof of having held these lectures when applying for acceptance in accordance with § 9 APromO in the form of a certificate signed by the supervisor.

§ 7 Form and submission of the thesis

(1) The doctoral thesis can be submitted in monograph format or as a collection of individually publishable or published research papers that are thematically related. In the latter case, the thematic connection must be substantiated in an introduction.

(2) The thesis must satisfy the following requirements:

1. if submitted in monograph format, it must essentially have been written independently by the doctoral candidate;

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2. if submitted as a collection of individually publishable or published research papers within the meaning of subsection 1, these papers must likewise have been written with the doctoral candidate's substantive participation.
- (3) ¹In any case, the doctoral candidate must submit a written statement detailing the extent of his or her own substantive contribution. ²In the case of co-authored papers, the co-authors must confirm the accuracy of the statement with their signatures.
- (4) In addition to § 9 APromO, an up-to-date CV along with the doctoral student's current contact details must be provided.

§ 8 Grades and degree classifications

- (1) The following levels of degree classification are awarded:

<i>Summa cum laude</i>	=	an outstanding achievement that is far above the average and deserves the highest recognition.
<i>Magna cum laude</i>	=	an achievement that is above the average and deserves special recognition.
<i>Cum laude</i>	=	an above-average achievement.
<i>Rite</i>	=	an average achievement.
<i>Insufficenter</i>	=	the work suffers from significant deficiencies and is, on the whole, unusable (a fail grade).

- (2) Each referee evaluates the thesis and each examiner evaluates the viva voce examination individually with the following grades and degree classifications:

<i>Summa cum laude</i>	1
<i>Magna cum laude</i>	2
<i>Cum laude</i>	3
<i>Rite</i>	4
<i>Insufficenter</i>	5

- (3) The classification of the thesis, the oral examination and the doctorate as a whole result from the following grades:

<i>Summa cum laude</i>	1.0
<i>Magna cum laude</i>	up to 2.0
<i>Cum laude</i>	up to 3.0
<i>Rite</i>	up to 4.0
<i>Insufficenter</i>	4.0 and above

§ 9 Display of the doctoral thesis

(1) ¹If the thesis is to be displayed electronically in accordance with § 11(3) sentence 2 second clause APromO, the doctoral candidate and the referee must give their consent in writing. ²The faculty's official form must be used for this purpose. ³The doctoral candidate is expected to submit the required declaration of consent when registering for the doctoral examination. ⁴The referees must submit their declaration of consent along with their review.

(2) It is standard practice to send doctoral candidates copies of the reviews along with the written notification of the display period.

§ 10 Conduct and grading of the viva voce examination ('Disputation')

¹The doctoral candidate defends his or her thesis in a viva voce examination at a meeting of the Board of Examiners for Doctoral Awards that is open to the faculty. ²The viva voce examination is held either in German or English at the doctoral candidate's discretion. ³At the beginning, the doctoral candidate holds a brief 30- to 45-minute lecture about his or her thesis. ⁴The lecture is followed by a discussion lasting around 30 to 60 minutes. ⁵The viva voce examination starts out from the doctoral thesis, takes into account the reviews and any additional reviews and also covers problem issues in the subject area and in related areas of other subject fields connected with the doctoral thesis. ⁶The viva voce examination gives the doctoral candidate an opportunity to demonstrate his or her familiarity with the state of the art in research of his or her subject field and in related areas. ⁷In justified exceptional cases, members of the Board of Examiners for Doctoral Awards can be invited to join in the viva voce examination using digital media (via video conferencing, for example), provided the connection is secure and meets privacy requirements and participation of the person or persons connected in this manner is not subject to any external influence. ⁸Such participation is subject to the approval of all members of the Board of Examiners for Doctoral Awards and the doctoral candidate. ⁹Where a viva voce examination or parts of a viva voce examination are held using digital media, steps must be taken to ensure that all members have the necessary technical equipment.

§ 11 Thesis publication

(1) ¹Reproduction and publication of a doctoral thesis are subject to the written approval of the chairperson of the Board of Examiners for Doctoral Awards (permission to print). ²The permission to print is granted after successful completion of the doctoral procedure if the copy of the thesis to be reproduced or published for the delivery of the deposit copies meets the requirements for changes in the reviews. ³The referees must obtain written confirmation of this from the chairperson of the Board of Examiners for Doctoral Awards. ⁴A refusal of confirmation must be justified in writing. ⁵For good cause, the chairperson of the Board of Examiners for

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Doctoral Awards can, in agreement with the referees, authorise a deviation of the printed version from the submitted text.

(2) ¹The doctoral candidate is obliged to make the thesis accessible to the academic public through copying and distribution. ²For this purpose, a number of printed and bound deposit copies stipulated by the Board of Examiners for Doctoral Awards or an electronic version of the thesis, the file format and data medium of which is to be agreed with the University Library, must be delivered to the faculty free of charge. ³The doctoral candidate grants the University the right to produce and disseminate additional copies of the thesis within the framework of the statutory tasks of the university libraries or to make them available in data networks. ⁴The deposit copies must be clearly identified as a doctoral thesis written at the School of Business, Economics and Information Systems of the University of Passau; for such identification, the requirements stipulated by the Board of Examiners for Doctoral Awards must be observed. ⁵The names of the referees and the date of the viva voce examination should also be indicated. ⁶The copies of the thesis which were available for the examination remain with the files of the faculty and with the referees.

(3) ¹The doctoral candidate must submit deposit copies within one year from passing the oral examination. ²The chairperson of the Board of Examiners for Doctoral Awards can extend the deadlines at the request of the candidate.

§ 12 Procedure for honorary doctorates

(1) ¹The Board of Examiners for Doctoral Awards and the examining committee for honorary doctorates at the School of Business, Economics and Information Systems of the University of Passau are in charge of the procedure for honorary doctorates. ²The examining committee for honorary doctorates consists of all the persons at the School of Business, Economics and Information Systems eligible to participate in the procedure according to § 4 APromO.

(2) The award of an honorary doctoral degree in economics (Dr. rer. pol. h. c.) can only be requested by a person eligible to do so according to § 4 APromO and requires the support of at least two other persons from the School of Business, Economics and Information Systems who are eligible to participate according to § 4 APromO; the request must be addressed to the Board of Examiners for Doctoral Awards and include a detailed appraisal of the research achievements of the person who is to be awarded the honorary doctorate.

(3) The chairperson of the Board of Examiners for Doctoral Awards must inform the members of the examining committee for honorary doctorates about the request pursuant to subsection 2 and give them two months to express their opinion.

(4) ¹If the Board of Examiners for Doctoral Awards endorses the request, the examining committee for honorary doctorates shall decide on the procedure for the honorary doctorate; if rejected, the procedure for the honorary doctorate will be terminated. ²The invitation to this meeting must include the request (subsection 2) and all opinions (subsection 3).

(5) ¹The honorary doctorate is awarded in the form a certificate honouring the merits of the person to whom it is awarded. ²The certificate is issued with the date of conferral and

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signed by the President of the University and the Dean of the School of Business, Economics and Information Systems.

§ 13 Effective date, superseded regulation and transitional provisions

- (1) This doctoral regulation shall enter into effect on 1 October 2020.
- (2) At the same time, the doctoral regulation of the School of Business, Economics and Information Systems of the University of Passau of 22 January 1980 as amended for the 14th time on 11 July 2019 (vABIUP 2019, p. 193) shall be repealed.
- (3) By way of derogation from subsection 2, the doctoral regulation referenced therein will continue to apply to doctoral candidates accepted as doctoral candidates at the time of the entry into force of this regulation if the doctoral candidate informs the chairperson of the Board of Examiners for Doctoral Awards of this by irrevocable written notice within a period of 4 weeks from entry into force of the present doctoral regulation.

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Issued as per the resolution of the Senate of the University of Passau of 22 July 2020 and as approved by the President of the University of Passau on 30 September 2020, reference number IV/1.I-10.3930/2020.

Passau, 1 October 2020 UNIVERSITY OF PASSAU

The President

Professor Ulrich Bartosch

This statute was issued by the University on 1 October 2020 and announced on 1 October 2020 by posting on the noticeboards of the University.

The date of promulgation is 1 October 2020.