

## Guidelines Doctoral Research

### I. General Information:

- There are **no deadlines** for the enrollment as a doctoral student, admission can be sought at all times.
- Based on §5, section 2 of the relevant regulations of the TU Berlin (OTU) in their current form, the admission is **limited to 2 semesters**.
- With re-enrollment for the third semester at the latest you have to present the decision of the School Council accepting you as a doctoral candidate to the *Servicebereich Master* (Graduate Admissions, IA 1).
- All necessary forms can be found at the [Information- and Download Center](#).
- General information regarding doctoral research can be found on the website of the TU-DOC Office at [www.tu-doc.de](http://www.tu-doc.de).

### II. German applicants or applicants with the nationality of other EU member countries, Iceland, Norway or Lichtenstein

1. If you are **currently enrolled at the TU Berlin** please hand in the following documents:
  - declaration regarding the enrollment as a doctoral student
  - evidence of payment of the semester fees
  - or
  - all student registration for the current semester if you have already re-enrolled
  - confirmation of the Examination Office if your certificate is not yet available
2. If you **have been enrolled at the TU Berlin and your enrolment has by now been terminated** please hand in the following documents:
  - application for enrollment with all necessary documents
  - evidence of payment of the semester fees
3. If you **have not been enrolled at the TU Berlin** please hand in the following documents:
  - application for enrollment with all necessary documents
  - authenticated copy of your degree certificate (including a certified translation if the certificate is not issued in German, English or French)
  - copy of your identity card or passport (page with personal data)
  - evidence of payment of the semester fees
  - proof of the termination of enrollment from the German university last attended (if any)

### III. Further applicants with a foreign university degree

You will need a degree enabling you to pursue doctoral research in Germany. The equivalence of your degree will be determined by the respective School. To apply for enrollment please hand in the following documents to the *Servicebereich Master* (Graduate Admissions I A 1):

- acceptance letter of a professorial supervisor at the TU Berlin stating whether the dissertation is written in German or English
- application for admission
- authenticated copy of your degree certificate or (if you hand it in personally) original certificate and copy
- certified translation of the degree certificate if the certificate is not issued in German, English or French

All further documents are only required if admission has been granted. Further information will be given in the respective admission letter.

#### Please note:

If you have been enrolled for doctoral research in Germany and the enrolment has been cancelled due to a missing decision of the School Council or acceptance letter of a supervisor, a re-enrolment is only possible if you hand in all documents listed in II 2 or II 3 as well as the decision of the school council or the acceptance letter or a supervisor.