

UniReport

This translation is solely to allow English speakers a better understanding of the PhD and MD/PhD Regulations of the Faculty of Medicine of Goethe University Frankfurt. Only the German version is legally binding.

PhD and MD/PhD Regulations of the Faculty of Medicine of Goethe University Frankfurt

**Approved by resolution of the Executive Board of Goethe University Frankfurt on
18 April 2017**

Section I: Entrance and admission

§ 1 PhD and MD/PhD degrees

- (1) Following a PhD or MD/PhD examination procedure completed in accordance with these regulations, the Faculty of Medicine of Goethe University Frankfurt confers on
 - a) Graduates of Medicine or Dentistry (who have successfully passed the State Examination and presented a medical thesis - Dr. med. or Dr. med. dent.) the degree of Doctor of Philosophy (MD/PhD)
 - b) Graduates of Biology, Chemistry, Psychology or a comparable natural science subject (with a diploma or Masters degree or State Examination) the degree of Doctor of Philosophy (PhD).
- (2) Upon evidence of the successful completion of the PhD or MD/PhD procedure and upon request, the Faculty of Medicine of Goethe University Frankfurt confers the degree of "Dr. med. sci." in place of the PhD or MD/PhD degree.
- (3) The PhD or MD/PhD Committee (§ 4) may recognise as equivalent a Masters study programme successfully completed abroad or a medical doctorate successfully completed abroad which leads to the degree of Dr. med. or Dr. med. dent. as the condition for earning the degree of PhD or MD/PhD. Such recognition is based on the Equivalence Agreement of the German Rectors' Conference.

§ 2 Conditions for admission to PhD or MD/PhD studies

- (1) Only such applicants can be admitted to PhD or MD/PhD studies at Goethe University Frankfurt who fulfil the following admission criteria:
 - a) He or she must produce evidence of a good or very good degree from an academic higher education institution within the Federal Republic of Germany or from a comparable higher education institution abroad. This degree must entitle the applicant to admission to doctoral studies or a PhD procedure in the department/faculty in which the degree was obtained. In this context, the applicant's previous career must show his or her scientific interest and that he or she is suitably qualified for PhD or MD/PhD studies.
 - b) Applicants must propose a research project of convincing scientific quality.

- (2) Shortlisted applicants are invited to attend a selection interview with the PhD or MD/PhD Committee or a representative of the respective subject nominated by the committee, at which he or she is to present his or her professional aptitude and motivation. The candidate's personal attendance in Frankfurt am Main for this selection interview is not necessary; if approved by the PhD or MD/PhD Committee, it can be substituted by a form of telecommunication (e.g. video conference).

§ 3

Admission to PhD or MD/PhD studies

- (1) For admission to PhD or MD/PhD studies, evidence is required that the conditions referred to in § 2 have been fulfilled.
- (2) The application for admission to PhD or MD/PhD studies is to be submitted to the chairperson of the PhD or MD/PhD Committee. It must include the following:
- A formless application, in which aptitude, motivation, scientific interests and own career ideas are explained.
 - Curriculum vitae with photograph
 - Officially certified copies of school and higher education certificates (in the case of international applicants these must be officially certified translations in German or English)
 - Proof of sufficient proficiency in the English language for applicants whose academic qualifications were earned in study programmes in which the main language of instruction is not German; such proof is deemed furnished by Level B2 of the CEFR (Common European Framework of Reference for Languages) or other equivalent proof.
 - A letter of recommendation from the supervisor, indicating the theme of the research project, his or her consent to its academic supervision, confirmation of the required material resources (e.g. laboratory or other workplace, laboratory or other equipment) and agreement to finance the research project
 - A description of the planned research project with a work plan and a summary of the current status of research and the scientific contribution expected from the research project
 - A declaration regarding the language in which the thesis is to be compiled (§ 11 (3)).
 - A declaration that the applicant has received the Principles of Goethe University Frankfurt for Safeguarding Good Scientific Practice and pledges to observe them (Appendix 2).
- (3) The PhD or MD/PhD Committee decides on the basis of the selection criteria referred to in § 2 and the application documents according to (2) on the admission of applicants to PhD or MD/PhD studies at the Faculty of Medicine of Goethe University Frankfurt.
- (4) Applicants are notified in writing of the outcome of the selection procedure by the chairperson of the PhD or MD/PhD Committee (§ 4). If the applicant is rejected, the letter of rejection contains, apart from a short justification, instructions on legal remedies.
- (5) Rejection of an application for admission to PhD or MD/PhD studies must especially follow if the PhD or MD/PhD Committee has established any of the following:
- The conditions in accordance with § 2 and (2) are not fulfilled.
 - No professor at the Faculty of Medicine of Goethe University Frankfurt is responsible for the respective subject; in cases of doubt, the PhD or MD/PhD Committee decides, having first heard the professors who come into question and the Faculty Council.
 - The applicant has undertaken more than one unsuccessful attempt at doctoral studies or to obtain a PhD or MD/PhD degree in the respective subject.
 - The applicant already holds a degree that corresponds to the one pursued.
 - The applicant is guilty of deception or an attempt at deception in connection with the admission conditions.
- (6) Doctoral candidates must enrol at Goethe University Frankfurt for PhD or MD/PhD studies at the Faculty of Medicine.

Section II: Organisation and responsibilities

§ 4

PhD or MD/PhD Committee

- (1) The PhD or MD/PhD Committee is responsible for the proper conducting of the PhD or MD/PhD procedure in accordance with these regulations and maintains a list of themes it has accepted including a register, in which in particular the name of the doctoral candidate, the date of his or her acceptance, the name of the supervisor and the duration of studies are listed.
- (2) Following a proposal by the corresponding academic councils of collaborative research institutions or members of the Faculty of Medicine of Goethe University Frankfurt who hold a postdoctoral lecturer qualification (*Habilitation*), the PhD or MD/PhD Committee appoints a supervisory team in accordance with § 6 for each doctoral candidate.

- (3) The PhD or MD/PhD Committee (Doctoral Studies Committee of the Faculty of Medicine of Goethe University Frankfurt) comprises:
- a) The Dean
 - b) The Vice-Dean as chairperson
 - c) A further university teacher
 - d) A research associate who holds a doctoral degree
 - e) A student, who should be a candidate admitted in accordance with these regulations.
- The members of the PhD or MD/PhD Committee are members of the Faculty and elected by the Faculty Council at the suggestion of the respective groups, insofar as they are not members of the committee ex officio.
- (4) A deputy is to be elected for each member. The electoral regulations for elections for the Senate, the faculty councils as well as other bodies of Goethe University Frankfurt as last amended apply.
- (5) Unless otherwise provided for by law, the PhD or MD/PhD Committee reaches its decisions on the basis of the majority vote of the members present; this majority must include the majority vote of the professors present. The Rules of Procedure for the Committees and Bodies of Goethe University Frankfurt as last amended otherwise apply.
- (6) All rejections by the PhD or MD/PhD Committee must be justified and include instructions on legal remedies.

§ 5 Supervisors

- (1) Each doctoral candidate is assigned a supervisor.

The following come into question as supervisors:

- a) Professors
- b) Emeritus or retired professors
- c) Associate professors
- d) Honorary professors
- e) Private lecturers
- f) Junior professors
- g) Scholars who hold a postdoctoral lecturer qualification (*Habilitation*) and are engaged in teaching and research at the Faculty
- h) Scholars who hold a doctoral degree and produce evidence of special scientific achievements (e.g. Emmy Nother Fellows and other Junior Research Group Leaders whose performance has been assessed within a peer review procedure)
- i) Scholars who earned their doctoral degree at least three years previously and have themselves acquired within a peer review and competitive procedure the doctoral post to be supervised.

In the case of the supervision of doctoral candidates by scholars in accordance with h) and i), a second supervisor must be nominated for the applicant's supervision who fulfils the professorial criteria in accordance with § 62 of the Hessian Higher Education Act.

- (2) A Supervision Agreement in accordance with Appendix 1 is to be concluded between the supervisor and the doctoral candidate that governs the specifics of the supervisory relationship. The supervisor advises the doctoral candidate and ensures that the workplace and equipment he or she requires are in place. If the work is to be conducted at an institution outside the Faculty, the supervisor must confirm to the PhD or MD/PhD Committee that the conditions for conducting the research work (e.g. laboratory or other workplace, laboratory or other equipment) are fulfilled.
- (3) The supervisor within the meaning of (1) Sentence 1 must ensure that the doctoral candidate is only assigned tasks that serve to advance his or her further academic training and is responsible for this vis-à-vis the PhD or MD/PhD Committee.
- (4) The supervisor should also advise the doctoral candidate on his or her further career plans.
- (5) The supervision of the doctoral candidate ends with the completion of the oral PhD or MD/PhD examination (§ 14), as a rule, however, five years after his or her enrolment for PhD or MD/PhD studies. Exceptions are decided by the PhD or MD/PhD Committee.
- (6) Should they have a complaint, doctoral candidates may call on the PhD or MD/PhD Committee. Having established the

facts, the PhD or MD/PhD Committee must insist on redress in justified cases. It may terminate the supervisory relationship if there are serious reasons.

§ 6 Supervisory team

- (1) The supervisory team supports and advises the doctoral candidate in his or her further career development.
- (2) It invites the doctoral candidate to a personal meeting at least once a year.
- (3) The supervisory team assesses the doctoral candidate's progress and informs the PhD or MD/PhD Committee accordingly.
- (4) The PhD or MD/PhD Committee appoints a supervisory team, which comprises the supervisor and two further members, for each doctoral candidate.

The following come into question as supervisory team members, of which at least one member must fulfil the professorial criteria in accordance with § 62 of the Hessian Higher Education Act:

- a) Professors
- b) Emeritus or retired professors
- c) Associate professors
- d) Honorary professors
- e) Private lecturers
- f) Junior professors
- g) Scholars who hold a postdoctoral lecturer qualification (*Habilitation*) and are engaged in teaching and research at the Faculty
- h) Scholars who hold a doctoral degree and produce evidence of special scientific achievements (e.g. Emmy Nother Fellows and other Junior Research Group Leaders whose performance has been assessed within a peer review procedure)

Section III: PhD or MD/PhD studies

§ 7 Content of PhD or MD/PhD studies

- (1) The standard duration of PhD or MD/PhD studies is three years. At the request of the doctoral candidate, the PhD or MD/PhD Committee can decide to allow part-time studies in accordance with (2) or a shortening of studies in accordance with (3), whereby as a rule the duration of PhD or MD/PhD studies must not exceed five years.
- (2) One year of MD/PhD studies, as a rule the third, can be completed in accordance with (1) over a period of two years. The ratio of clinical practical work (patient care) may not exceed a maximum of 50 %.
- (3) If evidence is produced of existing academic expertise on the basis of experimental doctoral studies and the earning of the degree of Dr. med. or Dr. med. dent., a shortening in accordance with (1) of MD/PhD studies to two years is possible.
- (4) PhD or MD/PhD studies comprise:
 - a) An experimental scientific research paper.
In the framework of such a research paper, the doctoral candidate must work on a theme which is clearly defined in terms of content using appropriate methods so that – in the estimation of the supervisory team – an accrual of scientific knowledge is produced with a realistic chance of success and the results achieved can be published in peer-reviewed scientific journals of international renown. The research paper can follow on from the medical doctorate or the final paper (Masters; State Examination). However, the use of data from these papers is not permitted.
 - b) At least 200 hours of courses in the form of project-related and interdisciplinary research-oriented courses to be documented in the syllabus (Appendix 3). As a rule, such courses should take place in the framework of a structured doctoral programme (e.g. CRC, Cluster of Excellence, Research Training Group). The courses are run by professors and university teachers of the Faculty of Medicine of Goethe University Frankfurt who hold a postdoctoral lecturer qualification (*Habilitation*) and are supplemented by visiting scholars. They can be held in English.
 - c) Regular and successful participation in courses in accordance with § 8 (2).
 - d) Participation in at least two scientific colloquia (§ 9).

§ 8 Syllabus

- (1) Doctoral candidates who do not undertake their training within a structured doctoral programme (e.g. CRC, Cluster of Excellence, Research Training Group) compile an individual syllabus for the 200 hours of courses (Appendix 3). This individual syllabus is compiled in agreement with the supervisor and requires the approval of the PhD or MD/PhD Committee.
- (2) The doctoral candidate must attend these courses regularly and successfully. He or she is deemed to have participated regularly if he or she has attended at least 80 % of the courses. He or she is deemed to have participated successfully if he or she was able to put into practice the knowledge imparted in the respective course; how this knowledge is verified is defined by the respective course leader. Regular and successful participation is documented in the form of a certificate in accordance with the template in Appendix 4, which is issued by the course leader.
- (3) Upon request, the doctoral candidate can be awarded credit points for courses in accordance with the guidelines of the European Credit Transfer System (Appendix 5). The PhD or MD/PhD Committee decides on the eligibility of courses and the number of points.

§ 9 Scientific colloquia

- (1) In the framework of a course within a collaborative research project, the Dies Academicus or the Science Day, each doctoral candidate holds a colloquium once a year which is open to the university public. In the framework of this colloquium, the doctoral candidate reports on the current status of research and of his or her academic work in the form of one of the following:
 - a) A lecture
 - b) A poster presentation

Section IV: PhD or MD/PhD examination procedure:

§ 10 Opening of the examination procedure

- (1) After the doctoral candidate has completed his or her PhD or MD/PhD studies, the PhD or MD/PhD Examining Board conducts the PhD or MD/PhD examination.
- (2) Doctoral candidates who fulfil the examination conditions in accordance with § 2 and § 3 and who present a thesis to the chairperson of the PhD or MD/PhD Committee may apply for the opening of the examination procedure. Admission to the examination procedure is conditional on admission to PhD or MD/PhD studies in accordance with § 3 and their successful completion in accordance with § 7.
- (3) The application must specify the title of the thesis and the name of the supervisor.
- (4) The application must include the following documents:
 - a) The doctoral candidate's curriculum vitae in German or English, an overview of his or her PhD or MD/PhD studies on the basis of the syllabus as well as his or her local and home addresses
 - b) A written declaration in accordance with Appendix 9 that he or she has produced the thesis independently.
 - c) If applicable, a list of already published scientific papers
 - d) The thesis in quadruplicate and electronic form in accordance with § 11 (4)
 - e) Evidence of regular and successful participation in seminars and tutorials (§ 8)
 - f) Evidence of participation in two scientific colloquia (§ 9)
 - g) If the doctoral candidate is already engaged in or has already been engaged in another doctoral examination procedure, details of the theme and the university faculty responsible.
 - h) Proof of payment of the fees in accordance with Appendix 13
 - i) A written declaration by the doctoral candidate that he or she has not made use of commercial services that broker opportunities for doctoral studies.

The PhD or MD/PhD Committee may insist on further supporting documents on the basis of the General Rules on Doctoral Regulations of Goethe University Frankfurt as last amended.

- (5) On the basis of the documents submitted, the PhD or MD/PhD Committee decides on the opening of the examination procedure. The doctoral candidate is to be notified in writing of the decision.
- (6) The opening of the examination procedure can be refused in any of the following cases:
 - a) No professor is responsible for the respective subject; in cases of doubt, the PhD or MD/PhD Committee decides, having first heard the professors who come into question and the Faculty Council.
 - b) The doctoral candidate has not submitted in full all the documents in accordance with (4).
- (7) The opening of the examination procedure is to be refused in any of the following cases:
 - a) The conditions in accordance with § 2, § 3, § 7 or § 10 (4) are not fulfilled.
 - b) The doctoral candidate has already successfully presented the same work/thesis in another subject or at another university.
 - c) The doctoral candidate is guilty of deception in particular in connection with the admission conditions and/or the thesis.
- (8) Once the PhD or MD/PhD Committee has received one of the examiner reports in accordance with § 12 (2) a), the application for the opening of the examination procedure can no longer be withdrawn. If the doctoral candidate withdraws from the examination after that point in time, the PhD or MD/PhD examination procedure is deemed to have ended unsuccessfully.
- (9) The application for the opening of the examination procedure must be submitted within one year after completion of PhD or MD/PhD studies. If this time limit is exceeded, the PhD or MD/PhD examination procedure is deemed to have ended unsuccessfully.

§ 11 Thesis

- (1) The thesis is an independent scholarly paper on the experimental research work conducted. It must contribute to significant advances in the chosen field. It must do justice to the methodical principles in the respective subject as dictated by the requirements of international journals. In addition to a division into introduction, methodology, results, discussion and an abstract in both German and English, the thesis must contain a documentation of the material evaluated and the literature consulted which complies with scientific working principles. Studies involving human subjects must comply with the Declaration of Helsinki of the World Medical Association.
- (2) The thesis can be presented as a monograph or a thesis by publication. Details of the monograph-style thesis and the thesis by publication, especially with regard to structure, presentation and quality criteria, are governed by Appendix 6.
 - a) The thesis by publication must comprise at least one publication or manuscript accepted for publication.
 - b) At least one of the examiners of the thesis may not at the same time be the co-author or co-authoress of the manuscript or publication.
- (3) The thesis must be written in German or English.
- (4) In addition to paper form, the thesis must also be submitted in a suitable electronic form for screening purposes. The electronic version of the thesis can be screened for plagiarism.
- (5) The thesis can have been published in part or in full prior to the opening of the examination procedure.

§ 12 Assessment of the thesis

- (1)
 - a) The PhD or MD/PhD Committee assigns two examiners, of which one should be the supervisor.

Those persons authorised to supervise doctoral candidates as specified in § 5 (1) a) to i) come into question as examiners. One of the examiners must be a university professor within the meaning of § 62 of the Hessian Higher Education Act and a member of the Faculty of Medicine. The other examiner can come from another faculty, university, university of applied sciences or non-university research institution. The two examiners may not belong to the same hospital, institute or department.
 - b) In the case of a thesis on a cross-faculty topic, one of the examiners should be assigned from the faculty responsible for the other subject.
 - c) In justified cases, the PhD or MD/PhD Committee may assign up to two more examiners. If the two examiners both award the thesis the grade of "summa cum laude", a third examiner report must be obtained.
 - d) The examiner reports are to be produced independently of each other within six weeks after receipt of the thesis.

- (2)
- a) Each examiner produces a written report on the thesis and proposes to the PhD or MD/PhD Committee whether the work should be accepted or rejected. The examiners assess the thesis in accordance with the grades referred to in § 15 (2).
 - b) If one of the examiners finds flaws in the thesis without however finally rejecting it, the PhD or MD/PhD Committee can, in agreement with the other examiners, return the thesis for one-time revision.
 - c) The PhD or MD/PhD Committee notifies the doctoral candidate and the examiners in writing of the argued flaws and sets the time limit for revising the thesis. A single extension of this revision period is possible. If the thesis is not submitted by this time limit in the revised version without justified grounds, it is deemed to be rejected and the PhD or MD/PhD procedure declared ended.
 - d) If all examiners propose that the thesis be rejected ("non rite"), the Examining Board declares the examination a fail.
 - e) If not all examiners recommend that the thesis be accepted, a further examiner must be assigned. The Examining Board then decides on the acceptance or rejection of the thesis.
 - f) If a thesis is rejected in accordance with c), d) or e), the PhD or MD/PhD Committee must notify the doctoral candidate in writing of this decision. If the thesis has been rejected, it is kept on file at the Faculty together with all the examiner reports and comments, if applicable.

§ 13 Examining Board

- (1) The Examining Board decides on the examination achievements in the framework of the PhD or MD/PhD procedure. The Examining Board and its chairperson are appointed by the PhD or MD/PhD Committee. A professor who is not at the same time an examiner is appointed as chairperson of the Examining Board. The chairperson must be a member of the Faculty of Medicine of Goethe University Frankfurt.
- (2) Apart from the chairperson and the examiners, a further professor within the meaning of § 5 (1) a to c is also a member of the Examining Board. If a member of the Examining Board is incapacitated, the chairperson of the PhD or MD/PhD Committee may substitute him or her with another professor.
- (3) The thesis and the examiner reports as well as any comments and objections if applicable must be made accessible to the members of the Examining Board.
- (4) The Examining Board deliberates and makes its decisions in closed session. Decisions are reached on the basis of the majority vote of the members present. Secret ballots and abstentions are not permitted. In the event of a tie, the chairperson has the casting vote.
- (5) The chairperson of the Examining Board sets the time and date for the oral examination in consultation with the members of the Examining Board.

§ 14 Oral examination

- (1) Having passed the written examination, the doctoral candidate is invited to the oral PhD or MD/PhD examination by the chairperson of the Examining Board.
- (2) The oral examination comprises:
 - a) A lecture on the research work (up to 20 minutes).
 - b) A discussion of the research work (up to 20 minutes). The chairperson may allow questions from the public.
 - c) An interview to verify the subject-specific and interdisciplinary knowledge acquired during doctoral studies; in this interview, the candidate's special academic knowledge and skills in relation to his or her research work are also assessed; this interview should last up to 20 minutes.
- (3) The oral examination can be conducted in English or German.
- (4) After the oral examination, the Examining Board decides on the grades in accordance with § 15 (2).
- (5) A record of the oral examination must be kept and signed by the members of the Examining Board, which includes the duration of the examination, an overview of the contents of the oral examination and the grades.
- (6) If the oral examination is deemed a fail, it may be repeated once within a time limit set by the Examining Board; this time limit must lie between a minimum of three and a maximum of six months. If the oral examination is failed a second time,

the PhD or MD/PhD examination is deemed to have been failed at the final attempt; this must be established on the basis of a decision by the Examining Board and the chairperson of the PhD or MD/PhD Committee must notify the doctoral candidate.

§ 15

Decision on examination achievements

(1) The Examining Board decides on examination achievements. The grade for the thesis is established solely on the basis of the examiner reports. A final overall grade is established for the examination achievements. The grade for the thesis is calculated as the arithmetic average on the basis of the examiner reports (partial grade 1). The grade for the oral examination is set as the arithmetic average of the individual grades awarded by the Examining Board members (partial grade 2). When calculating the final overall grade, partial grade 1 is weighted double and partial grade 2 counts once.

(2) The grades are:

summa cum laude	With Distinction (0)
magna cum laude	Very Good (1)
cum laude	Good (2)
rite	Satisfactory (3)
non rite	Insufficient (4)

The figures serve as a basis for calculating the grade and do not appear on the PhD or MD/PhD certificate. If there are fractions in the total, the better grade is given for values up to and including 0.50, and the worse grade is given for values above 0.50. The grade of "summa cum laude" is an exception and only awarded if the overall grade is 0.0.

(3) The PhD or MD/PhD Committee specifies in Appendix 11 the quality criteria for grading in accordance with (1).

(4) The doctoral candidate can only then complete the PhD or MD/PhD procedure successfully when the thesis and the oral examination have each been awarded at least the grade of "rite".

Section V:

Conferment of PhD or MD/PhD degree

§ 16

Publication

(1) After successful completion of the examination procedure, the candidate must publish his or her thesis in a version approved by the Faculty as a book, journal article, essay in an anthology, duplicated manuscript or in electronic form. Where applicable, such publication may also take place in cooperation with other scholars engaged in the research work.

(2) The doctoral candidate must deliver free of charge the necessary deposit copies in accordance with Appendix 6 for the Faculty's examination files and the University Library on the basis of the General Rules on Doctoral Regulations of Goethe University Frankfurt as last amended. The doctoral candidate transfers to the University the non-exclusive right to produce and circulate further copies of his or her thesis.

(3) If a thesis is distributed by a commercial publisher and a grant for printing costs is awarded for this purpose from public funds, a commensurate number of copies must be made available to the University Library for the purpose of exchanging theses.

(4) Publication in accordance with (1) and (3) must take place within a year. In exceptional cases, the chairperson of the PhD or MD/PhD Committee may extend this time limit by a maximum of one year if the doctoral candidate submits a justified request by due date.

(5) In the event that the doctoral candidate culpably omits to respect this time limit (4), the rights acquired through the PhD or MD/PhD procedure expire.

§ 17

PhD or MD/PhD certificate

(1) After successful completion of the examination procedure and once the thesis has been published in accordance with the rules in § 16, the Faculty of Medicine of Goethe University Frankfurt confers on the doctoral candidate the degree of Doctor of Philosophy (PhD or MD/PhD) or at his or her request the degree of "Dr. med. sci."

(2) The PhD or MD/PhD certificate in German and English, bearing the date of the oral examination and the stamp and signature of the Dean and the chairperson of the PhD or MD/PhD Committee, is issued to the doctoral candidate. The PhD or MD/PhD certificate is drawn up using the template in Appendix 14 and shows the final grade.

(3) The title of Doctor of Philosophy (PhD or MD/PhD) or the "Dr. med. sci." title may only be used after the certificate has

been issued.

§ 18

Refusal and withdrawal of the PhD or MD/PhD degree

- (1) The PhD or MD/PhD Committee must refuse to confer the PhD or MD/PhD degree if it emerges prior to the completion of the procedure that the doctoral candidate has been deceptive to a major extent during this procedure.
- (2) The PhD or MD/PhD Committee is obliged to withdraw the degree in the following cases:
 - a) The doctoral candidate has obtained the degree through deception.
 - b) After its conferment, old or new facts become known that would have precluded such conferment.
- (3) Withdrawal of the degree is governed by §§ 48 ff. of the Hessian Administrative Procedure Act. Before the PhD or MD/PhD Committee decides on the refusal or withdrawal of the PhD or MD/PhD degree, the party concerned must be given the opportunity to comment on the allegations made against himself or herself.

Section VI: Final provisions

§ 19

Entry into force

These regulations including the appendices (1-14) enter into force on the day after their publication in UniReport, the Official Bulletin of Goethe University Frankfurt.

Frankfurt am Main, 20 April 2017

Professor Josef Pfeilschifter
Dean of the Faculty of Medicine of
Goethe University Frankfurt

Legal Notice

UniReport Statutes and Regulations appear as required and at irregular intervals as a special issue of UniReport. The print run is set individually for each issue.

Publisher
The President of Goethe University Frankfurt

Appendix 1 Supervision Agreement of the Faculty of Medicine of Goethe University Frankfurt
Appendix 2 Declaration on Good Scientific Practice
Appendix 3 Syllabus for PhD or MD/PhD studies
Appendix 4 Sample template for successful course participation in PhD or MD/PhD studies
Appendix 5 Awarding of ECTS points
Appendix 6 Writing and publishing the thesis
Appendix 7 Title page
Appendix 8 Structure of page 2
Appendix 9 Written declaration
Appendix 10 Structure of the Faculty of Medicine and University Hospital
Appendix 11 Thesis grading criteria
Appendix 12 "Examiner Report" template
Appendix 13 Faculty fees
Appendix 14 Examples of MD/PhD, PhD and Dr. med. sci. certificates of the Faculty of Medicine of Goethe University Frankfurt

Appendix 1

Supervision Agreement

Acknowledged:
(Date / Dean's Office representative)

The following Supervision Agreement is concluded between

.....
(Salutation / Title / Surname / Forename (Supervisor))

.....
(Institute / Department)

and

.....
(Surname / Forename (Candidate))

.....
(Date of birth)

.....
(Home address / Tel. no.)

.....
(Local address / Tel. no.)

.....
(Email)

with the purpose of ensuring the best possible support and supervision for the doctoral candidate admitted to PhD or MD/PhD studies at the Faculty of Medicine of Goethe University Frankfurt.

This agreement is based on the PhD and MD/PhD Regulations of the Faculty of Medicine of Goethe University Frankfurt as last amended.

Proof of admission to PhD or MD/PhD studies at the Faculty of Medicine of Goethe University Frankfurt is appended to this Supervision Agreement.

For the conferment of the PhD or MD/PhD degree,
..... (= Supervisor)

has assigned Ms / Mr (= Doctoral candidate) a thesis (research paper in the framework of his or her PhD or MD/PhD project)

on the following theme

.....
.....
.....
.....

§ 1 Supervision

In addition to the supervisor, the candidate will be supervised by a supervisory team composed of the following persons:

Supervisor for the research work will be

Second supervisor for the research work will be

Third supervisor for the research work will be

§ 2 Object and duration

The exposé as presented in the appendix applies for the research work and includes the general work plan and time schedule as agreed with the doctoral candidate, the specifics of which are to be defined and if necessary corrected (see § 3 b) in the framework of annually agreed work plans and time schedules.

§ 3 Agreement between the candidate and the supervisor

- a) Candidate and supervisor undertake to cooperate with the objective of implementing the research project successfully. The purpose of the meetings between them, which should take place at regular intervals, where possible every two months but at least twice a year, is to assess critically what has been achieved so far. In the event that questions or problems arise, the two parties should agree on a solution. The candidate and the supervisor keep to the meeting appointments and undertake to prepare them in a suitable manner in terms of content.
- b) Candidate and supervisor undertake to prepare a work plan and time schedule for the following year on the basis of their experience in the previous year.
- c) Candidate and supervisor undertake to record minutes of one of their meetings at least once a year (see § 3 a). These minutes document the status of the research work, possible complications and the next work stages. As a rule, the minutes are recorded by the candidate and countersigned by the supervisor. The template to be used ("Status of Research Work") can be downloaded from the website of the Dean's Office.
- d) The candidate's professional prospects should also be discussed at these meetings.
- e) Candidate and supervisor undertake to adhere to the Rules of Good Scientific Practice as have been defined in detail for Goethe University Frankfurt (<https://www.uni-frankfurt.de/39251778/wiss-praxis>).

§ 4 Duties of the supervisor

- a) The supervisor undertakes to support the candidate in the setting up and implementation of his or her PhD or MD/PhD project and his or her efforts to complete

said project within the agreed time limit. The supervisor additionally helps to embed the PhD or MD/PhD project in the overall scientific framework (e.g. through colloquia). The supervisor helps to introduce the candidate into academic life (e.g. through opportunities to hold lectures or for teaching assignments, etc.).

- b) The supervisor supports the candidate's endeavours to secure finance by supplying information and advice and providing the necessary references.
- c) The supervisor undertakes to assist the candidate – in an advisory capacity – with his or her preparation for the oral examination and with publications.
- d) The supervisor undertakes to contribute at least once a year to the minutes of a meeting on the status of the research work (see § 3 c). A copy of these minutes is to be submitted to the Dean's Office without being requested.
- e) The supervisor undertakes to assess the thesis within six weeks.

§ 5 Duties of the candidate

- a) The candidate undertakes to implement the PhD or MD/PhD project in accordance with § 2 of this agreement. In the framework of regular meetings with the supervisor (see § 3 a), he or she reports on the progress of his or her work, any problems encountered in its implementation and/or linking to other research work as well as any major deviations from the work plan and/or time schedule.
- b) The candidate undertakes to keep a log book of his or her experimental work that includes details of all experimental setups and data. The same applies for the analysis of clinical data (if applicable, the more detailed rules of a separate SOP (Standard Operating Procedure) at the supervising institution are to be adopted).
- c) Against the background that medical research is conducted in the framework of patient care and/or compliance with safety regulations is required, the candidate agrees to the inspection by the supervisor and if applicable the laboratory manager of the data gathered. The laboratory protocols must also be made available to the laboratory after all work has been completed. In compliance with labour laws, the log book must remain at the laboratory. Data acquired during such inspection is treated confidentially by the parties who have inspected them.
- d) The candidate assures that he or she has not made use and will not make use of commercial services that broker opportunities for PhD or MD/PhD projects.
- e) The candidate undertakes to complete the research work entrusted to him or her in written form (thesis) following completion of the experimental part or the collection of data within a commensurate time frame to be agreed with the supervisor and to present it to the Dean's Office of the Faculty of Medicine once he or she has obtained the supervisor's consent.
- f) The candidate undertakes to notify immediately both the supervisor of the thesis as well as the Dean's Office of any change to the address under which he or she can be reached during the course of the PhD or MD/PhD procedure.

§ 7 Non-compliance

In the event of non-compliance with the duties referred to above, the two parties (candidate and supervisor) are obliged to discuss immediately arrangements for restoring the

agreement or, if applicable, for its termination. Should conflicts arise, the two parties should consult the chairperson of the PhD or MD/PhD Committee of the Faculty of Medicine of Goethe University Frankfurt.

Date and signatures:

.....
(Date / Candidate)

.....
(Date / Supervisor)

I have acknowledged the above Supervision Agreement; insofar as resources at the institution of which I am head are required in connection with this agreement, I issue my consent.

.....
(Date / Head of Institution) *

* Signature only necessary if the head of the institution is not the supervisor.

Appendix 2

Declaration on Good Scientific Practice

I herewith declare that I have received the Principles of Goethe University Frankfurt for Safeguarding Good Scientific Practice as last amended and will comply with them.

Place / Date

(Applicant's signature)

Appendix 4 (to § 8 (2))

Sample text of a certificate of course participation in the framework of PhD or MD/PhD studies

Faculty of Medicine
of Goethe University Frankfurt
[Name of institution]

Certificate

of regular and successful participation in courses in accordance with § 8 of the
PhD and MD/PhD Regulations

“[Course Title]”

The candidate

[Forename / Surname], born [Maiden name / Name at birth]
on [Date of birth] in [Place of birth]

participated regularly and successfully* / did not participate regularly and successfully* in the
course indicated above in the summer semester 20.... / winter semester 20.../20... in the
framework of PhD or MD/PhD studies in accordance with the PhD and MD/PhD Regulations of
the Faculty of Medicine of Goethe University Frankfurt.

Place / Date

(Lecturer's signature)

* Please delete as applicable.

Appendix 5 to § 8 (3)

Awarding of Points in the European Credit Transfer System (ECTS)

At the request of the doctoral candidate, a certificate showing the ECTS points awarded can be issued. A maximum of 60 ECTS points is awarded per year of study. A maximum of 180 ECTS points is awarded in total.

Appendix 6

Writing and Publishing the Thesis

1. Specifications for writing the thesis

- a) The thesis must be submitted in typewritten form and A4 format. Only one side of the paper must be used. Font size 12 must be used with line spacing of 1.5 and margins of 3 cm (left and right) and 2.5 cm (top and bottom).
- b) The thesis must include an abstract in German and English which, in addition to the usual list of contents, presents the objective of the research work and the significance of the results achieved in a comprehensible manner. As a rule, the abstract should be no longer than two A4 pages. Both abstracts are parts of the academic work and must therefore be included in the assessment. Deviations from this rule require the prior approval of the PhD or MD/PhD Committee.
- c) The title page must be produced in accordance with Appendix 7. Only the title is printed in bold. Use of the University's seal or logo is not permitted. The institution at which the thesis was produced must be stated in accordance with the structure in Appendix 10 as well as the name of the director or the head of that institution. The title of the thesis may not exceed four lines.
- d) The Dean, the first examiner, the co-examiner and, if applicable, the second co-examiner must be named on page 2 in accordance with Appendix 8 with title, forename and surname as well as the date of the oral examination, if known.
- e) The bibliography must be formatted either in accordance with the citation rules of the Journal of the American Medical Association or the Vancouver Citation Style.
- f) The doctoral candidate's curriculum vitae in tabular form and a written declaration in accordance with Appendix 9 must be appended to the thesis.
- g) The thesis must be submitted in quadruplicate and A4 format, unpunched and in a spring binder or springback binder.

2. Thesis by publication

- (a) A thesis by publication must include at least one publication or manuscript accepted for publication that has been evaluated in an anonymised peer review procedure. The doctoral candidate must be the sole first author/authoress of this manuscript/publication.
- (b) At least one examiner of the thesis may not at the same time be a co-author/co-authoress of the publication(s).
- (c) A thesis by publication comprises the following parts:
 - Title page
 - Page 2
 - Index
 - Abstract in German and English which, in addition to the usual list of contents, presents the objective of the research work and the significance of the results achieved in a comprehensible manner. As a rule, the abstract should be no longer than two A4 pages. Both abstracts are parts of the academic work and must therefore be included in the assessment. Deviations from this rule require the prior approval of the PhD or MD/PhD Committee.
 - List of abbreviations, if applicable
 - A comprehensive summary in German or English (as a rule 5-10 pages), comprising an introduction (which bears reference to the overall research question), a presentation of the manuscript(s) and/or publication(s) and a discussion of the results as a whole and their contribution to/importance in solving the research question.

- Overview of the publications and/or manuscripts accepted for publication
- The manuscript(s)/publication(s)
- Presentation of the author's or authoress' personal contribution to the individual manuscripts/publications
- Bibliography (either in accordance with the citation rules of the Journal of the American Medical Association or the Vancouver Citation Style) of the citations in the introduction and the discussion
- If applicable, any further original data or methods not documented in the manuscripts/publications as an appendix
- Signed and dated curriculum vitae
- Written declaration in accordance with Appendix 9, signed and dated

2. Publication of the thesis

The following options are available for submitting the deposit copies:

- a) 6 printed copies, of which 5 copies for the University Library and 1 copy for the Doctoral Studies Office.
- b) 6 printed copies if the publication appeared in a journal, of which 5 copies for the University Library and 1 printed copy for the Doctoral Studies Office.
- c) 3 book copies if a commercial or scientific publisher distributes the thesis via the book trade and evidence is produced of a minimum print run of 150 copies. It must be indicated on the reverse of the title page that the publication concerned is a doctoral thesis, also stating the place where the thesis was produced. 2 copies must be submitted to the University Library and 1 copy to the Doctoral Studies Office.
- d) 5 printed copies and 5 CD-ROMs, of which 4 printed copies and 5 CD-ROMs for the University Library and 1 printed copy for the Doctoral Studies Office.
- e) Publication as an online document on one of the University Library's servers (University Library's servers; Declaration of Consent: http://www.ub.unifrankfurt.de/dissertationen/formular_ediss.pdf), additionally 1 CD-ROM and 3 printed and bound copies on acid-free, age-resistant paper (in accordance with DIN ISO 9706) in A4 or A5 format with simple adhesive binding (not stapled or spiral bound), of which 2 printed copies and 1 CD-ROM for the University Library and 1 printed copy for the Doctoral Studies Office.

In the case of e), the doctoral candidate is obliged to transfer to the University the non-exclusive right to produce and distribute further copies of the respective electronic versions of his or her thesis and to distribute a summary (abstract) of his or her thesis in a version approved by the first examiner of no more than one page for publication purposes.

Appendix 7
(Title page)

From the Faculty of Medicine
of Goethe University Frankfurt

supervised by
[Centre]
[Department or Institute]
Director: [Title / Forename / Surname]

Title [max. 4 lines]

Thesis
for the conferment of the degree of Doctor of Philosophy (PhD)
by the Faculty of Medicine
of Goethe University Frankfurt
presented by
[Forename / Surname]
from [Place of birth]

Frankfurt am Main, [Year of submission]

Appendix 7
(Title page)

From the Faculty of Medicine
of Goethe University Frankfurt

supervised by
[Centre]
[Department or Institute]
Director: [Title / Forename / Surname]

Title [max. 4 lines]

Thesis
for the conferment of the degree of Doctor of Philosophy (MD/PhD)
by the Faculty of Medicine
of Goethe University Frankfurt
presented by
[Forename / Surname]
from [Place of birth]

Frankfurt am Main, [Year of submission]

Appendix 7
(Title page)

From the Faculty of Medicine
of Goethe University Frankfurt

supervised by

[Centre]

[Department or Institute]

Director: [Title / Forename / Surname]

Title [max. 4 lines]

Thesis

for the conferment of the degree of Dr. med. sci.

by the Faculty of Medicine
of Goethe University Frankfurt

presented by

[Forename / Surname]

from [Place of birth]

Frankfurt am Main, [Year of submission]

Appendix 8

(Page 2)

Dean: [Title / Forename / Surname]
Examiner: [Title / Forename / Surname]
Co-examiner: [Title / Forename / Surname]
Date of oral examination: [DD.MM.YYYY]

Appendix 9

Written Declaration

I declare on my honour that I have produced the thesis submitted for the doctoral examination to the Faculty of Medicine of Goethe University Frankfurt with the title

[Title of the thesis]

at the [Name of Department / Institute / Hospital / Research institute]

under the supervision and guidance of [Title / Forename / Surname] and with the support of [Title / Forename / Surname] independently and without any other assistance and that I did not make use of any resources other than those cited in the thesis. I furthermore affirm that I have not made use of any commercial services that broker opportunities for doctoral studies.

I have not previously submitted an application for admission to doctoral studies or a doctoral examination procedure at any university in the Federal Republic of Germany or abroad*. The work presented has not previously been submitted as a thesis or dissertation.

I have acknowledged the Principles of Goethe University Frankfurt for Safeguarding Good Scientific Practice in the currently applicable version and complied with them within the scope of my academic work.

The results of this work have been (or will be) published in the following journal:

[List of all authors in order, title, journal, volume, page, year of publication]

Place/Date

Signature

*) Delete if inapplicable

Appendix 10
Structure of the Faculty of Medicine and University Hospital
(as of 1 February 2016)

Appendix A1

Institutions of Goethe University (Faculty of Medicine)

1. Dean's Office
2. Institute of General Practice
3. Institute of Occupational, Social and Environmental Medicine
4. Institute of Biostatistics and Mathematical Modelling
5. Dr. Senckenberg Institute of History and Ethics of Medicine
6. Institute of Medical Psychology
7. Dr. Senckenberg Chronomedical Institute¹ (Centre for Molecular Medicine)
8. Institute of Cardiovascular Pharmacology² (Centre for Molecular Medicine)
9. Institute of Cardiovascular Regeneration (Centre for Molecular Medicine)
10. Institute of Molecular Medicine (Centre for Molecular Medicine)
11. Institute of Vascular Signalling (Centre for Molecular Medicine)
12. Institute of Anatomy I (Clinical Neuroanatomy) (Centre for Morphology)
13. Institute of Anatomy II (Experimental Neurobiology) (Centre for Morphology)
14. Institute of Anatomy III (Cellular and Molecular Anatomy) (Centre for Morphology)
15. Institute of Physiology I (Cardiovascular Physiology) (Centre for Physiology)
16. Institute of Physiology II (Sensory Physiology and Neurophysiology) (Centre for Physiology)
17. Institute of Biochemistry I (Pathobiochemistry) (Centre Biochemistry)
18. Institute of Biochemistry II (Cardiovascular Biochemistry) (Centre Biochemistry)
19. Brain Imaging Center
20. Central Research Unit

¹ Research institute funded by the Dr. Senckenberg Foundation

² Together with the Max Planck Institute for Heart and Lung Research in Bad Nauheim

21. LOEWE Centre for Cell and Gene Therapy³
22. LOEWE Centre for Translational Medicine and Pharmacology⁴

Appendix A2

Institutions of University Hospital Frankfurt

- | | | |
|-----|---|---|
| 1. | Medical Clinic I | (Centre for Internal Medicine) |
| 2. | Medical Clinic II | (Centre for Internal Medicine) |
| 3. | Medical Clinic III | (Centre for Internal Medicine) |
| 4. | Clinic for General and Visceral Surgery | (Centre for Surgery) |
| 5. | Clinic for Vascular and Endovascular Surgery ⁵ | (Centre for Surgery) |
| 6. | Clinic for Paediatric Surgery and Paediatric Urology | (Centre for Surgery) |
| 7. | Clinic for Oral, Cranio-Maxillofacial and Plastic Facial Surgery | (Centre for Surgery) |
| 8. | Clinic for Thorax, Heart and Thoracic Vascular Surgery | (Centre for Surgery) |
| 9. | Clinic for Trauma, Hand and Reconstructive Surgery | (Centre for Surgery) |
| 10. | Clinic for Urology | (Centre for Surgery) |
| 11. | Clinic for of Gynaecology and Obstetrics
- Obstetrics and Prenatal Medicine Unit | |
| 12. | Clinic for Paediatric and Adolescent Medicine | |
| 13. | Clinic for Dermatology, Venereology and Allergology | |
| 14. | Clinic for Ophthalmology | |
| 15. | Clinic for Otolaryngology | |
| 16. | Clinic for Neurosurgery | (Centre for Neurology and Neurosurgery) |
| 17. | Clinic for of Neurology | (Centre for Neurology and Neurosurgery) |

³ Together with the Paul Ehrlich Institute, Georg Speyer House and the MPI for Heart and Lung Research

⁴ Together with the Faculty of Biochemistry, Chemistry and Pharmacy and the Faculty of Biological Sciences, the Fraunhofer Institute for Molecular Biology and Applied Ecology in Aachen and the MPI for Heart and Lung Research in Bad Nauheim

⁵ Following the departure of the current head, the responsibility for this department has passed back to the Department of General and Visceral Surgery.

- Neurooncology Unit¹¹
- Epilepsy Centre

- | | | |
|-----|---|---------------------------------|
| 18. | Clinic for Psychiatry, Psychosomatics and Psychotherapy | (Centre for Psychiatric Health) |
| 19. | Clinic for Child and Adolescent Psychiatry,
Psychosomatics and Psychotherapy | (Centre for Psychiatric Health) |
| 20. | Institute of Diagnostic and Interventional Radiology | (Centre for Radiology) |
| 21. | Institute of Neuroradiology | (Centre for Radiology) |
| 22. | Department of Nuclear Medicine | (Centre for Radiology) |
| 23. | Department of Radiation Therapy | (Centre for Radiology) |
| 24. | Department of Anaesthesiology, Intensive Care Medicine
and Pain Therapy | |
| 25. | Dr. Senckenberg Institute of Pathology | |
| 26. | Neurological Institute (Edinger Institute) ¹² | |
| 27. | Institute of Medical Microbiology and Infection Control | (Centre for Hygiene) |
| 28. | Institute of Medical Virology | (Centre for Hygiene) |
| 29. | University Centre for Tumour Diseases | |
| 30. | Institute of Forensic Medicine | |
| 31. | Institute of General Pharmacology and Toxicology | (Centre for Pharmacology) |
| 32. | Institute of Clinical Pharmacology | (Centre for Pharmacology) |
| 33. | Pharmacy | |
| 34. | Central Laboratory | |
| 35. | Central Emergency department | |

¹¹ Endowment professorship and institute, formerly funded by the charitable Hertie Foundation and the Dr. Senckenberg Foundation

¹² Funded by the Ludwig Edinger Foundation

Appendix A3

Other University Hospital institutions not primarily related to research and teaching

1. Hospital Administration
2. State School for Technical Assistants in Medicine
3. Training School for Surgical and Anaesthesia Assistants (OTA, ATA) (recognised by the German Hospital Federation)
4. Agnes Karll School (state school for education in healthcare and (paediatric) nursing and nursing assistance)

Appendix A4

Institutions with special legal status

1. Orthopaedic University Hospital Friedrichsheim¹³
2. Orthodontics Polyclinic (Centre for Dental, Oral and Maxillofacial Medicine, Carolinum)¹⁴
3. Paradontology Polyclinic (Centre for Dental, Oral and Maxillofacial Medicine, Carolinum)
4. Polyclinic for Dental Surgery and Implantology (Centre for Dental, Oral and Maxillofacial Medicine, Carolinum)
5. Dental Prosthetics Polyclinic (Centre for Dental, Oral and Maxillofacial Medicine, Carolinum)
6. Polyclinic for Restorative Dentistry (Centre for Dental, Oral and Maxillofacial Medicine, Carolinum)
7. German Centre for Cardiovascular Research¹⁵
8. German Cancer Consortium¹⁶
9. Hessian Centre for Preventive Paediatric Care¹⁷
10. Institute of Experimental Paediatric Tumour Research¹⁸ (Centre for Paediatric and Adolescent Medicine)

¹³ Subsidiary of University Hospital. The endowment professorship at the Orthopaedic University Hospital Friedrichsheim gGmbH with a focus on regenerative medicine is funded by the Friedrichsheim Foundation.

¹⁴ Part of the Faculty/ gGmbH of Goethe University Frankfurt

¹⁵ Part of the Faculty/Goethe University Frankfurt, including the Institute of Cardiovascular Imaging

¹⁶ Part of the Faculty/Goethe University Frankfurt

¹⁷ Part of University Hospital

¹⁸ Part of the Faculty, endowment professorship and institute funded by the Frankfurt Children's Cancer Foundation

Appendix A5

Collaborating institutions

1. Blood Donor Service of the German Red Cross in Baden-Württemberg-Hessen
2. Institute of Tumour Biology and Experimental Therapy, Georg Speyer House
3. Department of Oncology and Haematology at the "Krankenhaus Nordwest" hospital
4. Max Planck Institute for Heart and Lung Research, Bad Nauheim
5. Paul Ehrlich Institute, Langen

Appendix 11

Thesis Grading Criteria

The Faculty of Medicine uses the following scale for grading theses:

summa cum laude =	With Distinction (0)
magna cum laude =	Very Good (1)
cum laude =	Good (2)
rite =	Satisfactory (3)
non rite =	Insufficient (4)

As a basic principle, examiners must take the following criteria into account when assessing a thesis:

- The capability of the doctoral candidate for academic work and critical thinking, including the ability to develop solutions for the specific research question independently and using the knowledge gained from literature study and the methodical principles taught by the supervisor.
- The suitability of the methods used to obtain, critically assess and interpret data and information.
- The personal dedication and level of activity invested in handling the task set, appropriate planning and structuring of work in general and the different sub-tasks and the completion of the work as a whole by due date.
- Editorial aspects of the thesis: Length and proportioning of the thesis, presentation of the fundamental principles, the material examined and the research methodology as well as the results obtained (including tables and illustrations), the literature, the style and the quality of the printed version of the thesis.

In addition to the general criteria, the following criteria apply when grading a thesis:

rite (Satisfactory)

The grade of "rite" is awarded for studies undertaken using various established but challenging methods to conduct experiments independently that have led to new scientific knowledge.

cum laude (Good)

The grade of "cum laude" is awarded for studies undertaken using various established but challenging methods, where the doctoral candidate has planned and conducted experiments independently and structured the different sub-tasks, which have led to important new scientific knowledge.

magna cum laude (Very Good)

The grade of "magna cum laude" is awarded for methodically challenging studies that have led to new and significant scientific knowledge, using new methods or methods modified by the doctoral candidate in the framework of essentially independent planning and implementation of the work. The grade of "magna cum laude" can only be awarded if the doctoral candidate has taken no longer than 5 years to complete his or her PhD or MD/PhD studies and evidence is produced at the latest by the time of the oral examination of at least one paper (as first author or authoress) that has been accepted for publication in an internationally renowned

journal in the specialist field following a peer review procedure. Deviations from this rule must be soundly justified in the examiner reports. The status of papers submitted as first author or authoress will be verified in the framework of the oral examination.

summa cum laude (With Distinction)

The grade of “summa cum laude” is awarded for studies that have led to new and outstanding scientific knowledge that also go beyond such studies graded as “magna cum laude”, insofar as this knowledge has been obtained on the basis of an experimental plan and methods of investigation developed independently by the doctoral candidate and which display a considerable level of originality.

The grade of “summa cum laude” is conditional on the publication of the results (or at least one manuscript accepted for publication) with the doctoral candidate as first author or authoress in an internationally renowned journal in the specialist field following a peer review procedure. The duration of PhD or MD/PhD studies should not exceed four years. Deviations from this rule must be soundly justified in the examiner reports.

These criteria are to be taken into account when compiling examiner reports. A template for such reports can be found in Appendix 12.

Appendix 12

Examiner Report

To the
Dean and Vice-Dean of the Faculty of Medicine
of Goethe University Frankfurt
Dean's Office of the Faculty of Medicine
Theodor-Stern-Kai 7
60590 Frankfurt am Main

Examiner Report on the thesis:

[Title]

presented by

[Forename / Surname (Candidate)]
from [Place and country of birth]

[Overview of thesis contents and statements]

[Vote on the introduction]

[Vote on the results]

[Vote on the discussion]

[Summary]

I recommend to the Faculty of Medicine of Goethe University Frankfurt the acceptance of the thesis [on the following conditions]:

[Please state the conditions, if applicable]

Aspects to be taken into consideration in the assessment of academic work in accordance with Faculty Council decisions:

1. Content-related aspects

1.1 Research question

1.1.1. Is the question original?

[...]

1.1.2. Is the research question relevant?

[.]

1.2. Results

1.2.1. Have the results been arrived at correctly?

[.]

1.2.2. Have the results been described correctly?

[.]

1.2.3. Have the results been processed in an appropriate manner?

[.]

1.3. Statement

1.3.1. Does the statement match the results?

[.]

1.3.2. Does the statement match the original research question?

[.]

1.3.3. Is the statement in any way significant?

[.]

2. Formal aspects

2.1. Concept

[.]

2.1.2. Presentation of the results

[.]

2.1.3. Presentation of the conclusions

[.]

2.2. Method

2.2.1. Is the method appropriate for the research question?

[.]

2.2.2. Have several methods been used in order to substantiate a statement arrived at using a specific method?

[.]

2.3. Literature

2.3.1. Has the literature been properly reviewed, i.e. in terms of the research question?

[.]

2.3.2. Has the most important literature been included?

[.]

2.3.3. Are the citations correct?

[A random check of the full bibliography has shown that the citations are correct. A brief search in internationally accessible databases did not disclose any significant work that has not been cited. The discussion shows that the literature has been reviewed in an exemplary manner. The examiner has **not** checked the thesis for plagiarism.]

2.4. *Style*

[...]

I recommend to the Faculty of Medicine of Goethe University Frankfurt the unrestricted acceptance of the thesis as part of the doctoral examination and the awarding of the grade of:

[...]

[Title / Forename / Surname (Examiner), Stamp]

[Place] [Date of the Examiner Report]

Appendix 13

Faculty Fees

1. PhD and MD/PhD examination fees

The PhD or MD/PhD examination fee to the amount of € 250.00 is due when the examination procedure is opened. This fee is not reimbursed if the thesis is rejected or the candidate fails the examination. Payment of the PhD or MD/PhD examination fee cannot be deferred.



The Faculty of Medicine
of
Goethe University Frankfurt

confers on

[Salutation/Title/Forename/Surname]
[Maiden name/Name at birth]
born on [Date of birth]
in [Place of birth]

the degree of

Doctor of Philosophy (MD/PhD)

on the basis of [his/her] proven academic ability in the form
of a thesis entitled

[Title]

and the oral examination.

The final grade of [Grade] is awarded.

Frankfurt am Main, [Date of oral examination]

Dean of the Faculty of Medicine

Vice-Dean of the Faculty of Medicine
Chair of the Doctoral Studies Committee



The Faculty of Medicine
of
Goethe University Frankfurt

confers on

[Salutation/Title/Forename/Surname]
[Maiden name/Name at birth]
born on [Date of birth]
in [Place of birth]

the degree of

Doctor of Philosophy (PhD)

on the basis of [his/her] proven academic ability in the form
of a thesis entitled

[Title]

and the oral examination.

The final grade of [Grade] is awarded.

Frankfurt am Main, [Date of oral examination]

Dean of the Faculty of Medicine

Vice-Dean of the Faculty of Medicine
Chair of the Doctoral Studies Committee

[Title / Forename / Surname (Dean)]

[Title / Forename / Surname (Vice-Dean)]



The Faculty of Medicine
of
Goethe University Frankfurt

confers on

[Salutation/Title/Forename/Surname]
[Maiden name/Name at birth]
born on [Date of birth]
in [Place of birth]

the degree of

Doctor of Medical Science

on the basis of [his/her] proven academic ability in the form
of a thesis entitled

[Title]

and the oral examination.

The final grade of [Grade] is awarded.

Frankfurt am Main, [Date of oral examination]

Dean of the Faculty of Medicine

Vice-Dean of the Faculty of Medicine
Chair of the Doctoral Studies Committee