



## DOCTORAL STUDIES ADMISSION

### Doctoral Degree Regulations 2017/2022

#### MAILING ADDRESS AND CONTACTS

Universität Hamburg  
Fakultät für Wirtschafts- und Sozialwissenschaften  
Graduate School  
Von-Melle-Park 5, Staircase C, Rooms 1055-1058  
D-20146 Hamburg  
[www.wiso.uni-hamburg.de/einrichtungen/graduate-school](http://www.wiso.uni-hamburg.de/einrichtungen/graduate-school)

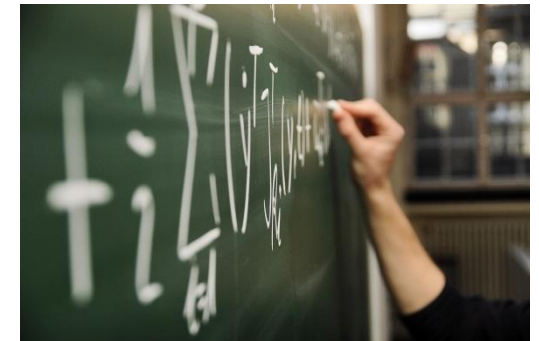
**Dr. Ulf Beckmann**  
Managing Director  
Tel: +49 40 2395-25563  
[ulf.beckmann@uni-hamburg.de](mailto:ulf.beckmann@uni-hamburg.de)

**Kirsten Cassau**  
Social Sciences  
Tel: +49 40 2395-26181  
[kirsten.cassau@uni-hamburg.de](mailto:kirsten.cassau@uni-hamburg.de)

**Christopher Salinger**  
Socioeconomics and Economics  
Tel: +49 40 2395-24090  
still the following email: [claudia.salinger@uni-hamburg.de](mailto:claudia.salinger@uni-hamburg.de)

**FACULTY**  
OF BUSINESS, ECONOMICS AND  
SOCIAL SCIENCES

GRADUATE SCHOOL



**DOCTORAL STUDIES  
ADMISSION**  
**DOCTORAL DEGREE REGULATIONS  
2017/2022**

# DOCTORAL STUDIES ADMISSION

## USING DOCATA TO APPLY

You must submit applications for admission to doctoral studies **online**. To do so, register with **Docata**, the electronic administration program for doctoral students. You can usually register using your B-ID (e.g. BAC1234). Access Docata at

**IMPORTANT:** <https://docata.wiso.uni-hamburg.de>

## DOCUMENTS REQUIRED FOR ADMISSION TO DOCTORAL STUDIES

Please upload the following documents to Docata:

1. The application to the doctoral committee (created from Docata), please don't forget the signature,
2. A tabular CV,
3. Certificates attesting to your eligibility for doctoral studies: master's and bachelor's degree (amounting to at least 5 years of study) or Diplom or Magister,
4. Transcripts of records (Bachelor and Master),
5. A supervision agreement (available on the Graduate School's homepage) from a professor in the Faculty of Business, Economics and Social Sciences (this includes a statement on the doctoral degree being applied for).

You can also submit a dissertation **proposal** when you submit your application for admission to doctoral studies. At the latest, however, you must submit the proposal 1 year following admission to doctoral studies. You can write the proposal in German or English. It must include:

- the line of inquiry you plan to pursue
- a sketch of your research project and approach
- project plan and timetable
- written consent/confirmation from your first supervisor

## SUPERVISION AGREEMENT

You may pursue doctoral studies at the Faculty of Business, Economics and Social Sciences only if a full professor or a member of the Faculty with a *Habilitation* agrees to supervise your thesis. Once you have a supervision agreement in writing from your supervisor, you can apply for admission to doctoral studies at the Graduate School.

## PLEASE NOTE

Docata only accepts applications for doctoral candidates covered by the Doctoral Degree Regulations 2017/2022. Contact our office if you have applied for protection under the grandfather clause and are pursuing doctoral studies in line with earlier doctoral degree regulations.

## ADMISSION FORMS

See "Downloads" on the Graduate School homepage for all forms required to apply for admission to doctoral studies.

**IMPORTANT:** <http://www.wiso.uni-hamburg.de/einrichtungen/graduate-school/downloads>

## ENROLLMENT

You can enroll only after the doctoral committee has accepted your application for admission to doctoral studies. Enrollment is based on Section 4 subsection 5 of the Doctoral Degree Regulations of the Faculty of Business, Economics and Social Sciences dated 18 January 2017/07 December 2022. The Campus Center at Universität Hamburg handles enrollment.

**IMPORTANT:** <https://www.uni-hamburg.de/campus-pcenter/bewerbung/promotion.html>