

## Doctoral Evaluation Procedure Application Form

**Initial application**

**Re-application**

I hereby apply to start the doctoral evaluation process, in accordance with § 8 of the  
General Regulations for doctorates at the University of Kassel (AB-PromO) from July 14th,

In the Faculty of	2021:	
Aspired Doctoral Degree		
Title of your Dissertation <small>This working title can be changed until submitting your dissertation.</small>		
This is a cumulative dissertation	Yes	No

<b>Personal Data</b>					
Academic Title (if applicable)					
Title	Not specified	Ms	Mrs	Mr	Diverse
Family/Last Name					
First/Given Name					
Previous Family Name (if applicable)					
Date of Birth					
Country & Place of Birth					
Street and Number					
Addition, if applicable (e.g. c/o, Room Number)					
Zip Code & Town/City (Country, if abroad)					
Phone Number (including Country Code)					
Phone Number #2 (optional)					
Email Address					
I am employed at the University of Kassel	Yes	No	in faculty		

## Declarations

I hereby certify that I have prepared this dissertation independently, without the help of third parties and that I have not used any aids other than those stated in the dissertation. All passages taken verbatim or in spirit from published or unpublished writings have been marked as such. Third parties were not involved in the preparation of the content of the dissertation; in particular, I did not use the help of a commercial doctoral advisor. No part of this thesis has been used in any other doctoral or habilitation procedure by me.

I am familiar with the rules of good scientific practice as laid down by the University of Kassel in the current published statutes ([www.uni-kassel.de/go/gap](http://www.uni-kassel.de/go/gap)). This also includes handling and storing research data in a manner that meets the respective requirements ([www.uni-kassel.de/go/fd-guideline](http://www.uni-kassel.de/go/fd-guideline)).

I am aware that information, events and infrastructures exist and can be used for this purpose ([www.uni-kassel.de/go/fdm](http://www.uni-kassel.de/go/fdm)).

I hereby confirm that all information and attached documents are correct and complete.

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Place, date and signature

## Documents to be submitted

Please submit the Doctoral Evaluation Procedure Application Form together with your dissertation copies and other documents to the Doctoral Office. A list of all required documents is available at [www.uni-kassel.de/go/promotionsverfahren](http://www.uni-kassel.de/go/promotionsverfahren) steps 5 and 6.

You can submit your dissertation copies

- personally at the Information Desk: <https://www.uni-kassel.de/go/erstinformation> Our colleagues will forward your documents to the Doctoral Office, **or**
- by appointment (e-mail to [doctorate@uni-kassel.de](mailto:doctorate@uni-kassel.de)) in the Doctoral Office **or**
- send it in as a package either via the in-house post office or a postal service of your choice.

Postal address:

Universität Kassel  
Promotionsgeschäftsstelle  
Mönchebergstraße 19  
34125 Kassel

Visitors:

Campus Center,  
3rd floor  
Moritzstr. 18  
34125 Kassel

Adresse Witzenhausen:

Universität Kassel  
Fachbereich 11 - Promotionsbüro  
Resmitha Schäfer  
Steinstraße 19 / Raum 1103  
37213 Witzenhausen

Doctoral candidates in faculty 11 - Organic Agricultural Sciences submit their documents directly to Witzenhausen.

You will receive a confirmation of receipt from the Doctoral Office as soon as your documents have been received and checked for completeness.

## What to bear in mind for the doctoral evaluation procedure

Information on the main doctoral procedure can be found here: <https://www.uni-kassel.de/go/promotionsverfahren>

The disputation calculator offers a time planning aid, which helps to determine a disputation date: <https://dispu.uni-kassel.de>

### Annex 1 to the Doctoral Evaluation Procedure Application Form at the University of Kassel

This annex only has to be completed, if you have already obtained a doctoral degree **at another university/college** and/or have applied for a doctorate **at another university/college**, which initiated the evaluation process.

<b>Applicant's first name / family name</b>	
<b>Name of university or college at which a doctoral degree was obtained or a doctoral evaluation procedure was applied for</b>	
<b>Faculty</b>	
<b>Doctoral degree achieved or pursued</b> (e.g. Dr. phil., Dr.-Ing., Dr. rer. pol., Dr. rer. nat., Dr. jur., Dr. Eng., PhD, etc.)	
<b>Current status</b> (e.g. doctorate successfully completed; doctorate main proceedings not completed; doctorate ultimately failed)	

I hereby declare that I have not ultimately failed a doctorate at another university/college, in which I have pursued the same doctoral degree as I pursue with my (current) thesis at this university.

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(Place, date and signature)

## Annex 2 to the Doctoral Evaluation Procedure Application Form at the University of Kassel

This annex only has to be completed, if - in accordance with § 6 par. 3 AB-PromO – you have used already graded findings for your dissertation in another paper or if parts of your dissertation already have been published.

### 1) Utilisation of previously graded findings in this dissertation

University/college at which you have submitted your paper	
Kind of paper (e.g. master thesis, diploma thesis etc.)	
Title of your paper	
Result/grade (e.g. passed)	

### 2) Pre-release

Please list below the parts of your dissertation, which already have been published elsewhere.  
(If necessary, enclose additional pages.)

Exact Source Citation	
1	
2	
3	
4	
5	

Aside from this declaration, I understand that I am also bound to indicate previously used and/or published contents in proper form in my dissertation to comply with scientific standards.

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(Place, date and signature)