

Explanatory Notes to the Agreement on a Joint Doctoral Examination Procedure¹

- 1.2. Enrolment fees generally must be paid at the home university, i.e. at the university to which the doctoral thesis will be submitted.

Leuphana University of Lüneburg does not charge tuition fees for doctoral studies. However, doctoral students must pay a semester fee and an administration fee. Foreign doctoral candidates are exempt from paying the administration fee (§ 12 Paragraph 1 No. 1 of the Lower Saxony University Act).
- 1.3. Doctoral programmes usually take three years to complete. When studying on a part-time basis, the extended period of time required for completing the programme must be indicated in the agreement.
- 1.4. Doctoral candidates must provide documentary evidence of the research stays spent at both universities.
- 1.6. No travel and research stay expenses will be borne by Leuphana University of Lüneburg. These costs must be paid from one's own funds and/or from third-party funds, if any.
- 2.3. The doctoral thesis can be submitted to either the foreign university or Leuphana University of Lüneburg, as set forth in more detail in agreement. The doctoral examination including the thesis defence will be held at the chosen university.
- 2.4. A doctoral thesis that will be submitted to Leuphana University of Lüneburg must be written in either German or English and must include a summary written in the foreign university's language. If the doctoral thesis is submitted to the foreign university, the summary must be written in either German or English.
- 2.6. The review committee shall be equally composed of members of both universities/faculties. Usually two members of each university will be appointed.
- 2.6.2. Travel expenses incurred by the external reviewers will normally be borne by the university to which the doctoral thesis will be submitted.
- 2.7. The two countries involved may have different assessment cultures. This is why a consistent joint assessment proves difficult. It is therefore recommended to maintain the grading systems of both countries, which may result in different country-specific assessments.

With respect to Leuphana University, the grading scale according to the doctoral regulations apply.

Signatures: After formal review, the International Office will forward the agreement to the Doctoral Board to reach a final decision. If a positive decision has been reached, the International Office will have the document signed by all signatories at Leuphana and send it to the partner institution for signature.

¹ Based on § 21 et al of the Doctoral Regulations.