

### **Doctoral student statistics: Notes on the required information**

Please fill out the document electronically and print it only after it has been fully completed, as dropdown menus are provided for some fields. Where available, please use these options in any case. For example, it is important that you select the university where you first enrolled from the corresponding list.

The following overview defines some of the fields in more detail and should help you to fill out the form. If there are further questions, please contact your faculty or [promovierendenstatistik@rwth-aachen.de](mailto:promovierendenstatistik@rwth-aachen.de).

Why are detailed information on the university entrance qualification, initial enrolment at a university, the degree qualifying for doctoral studies and stays abroad required? Since the amendment of the Higher Education Statistics Act (Hochschulstatistikgesetz), the higher education institutions have been obliged to transmit this information to the state of North Rhine-Westphalia together with the annual doctoral student statistics and the graduate statistics collected in each semester (Hochschulstatistikgesetz § 3 Abs. 1, § 4 and § 5 Abs. 2).

**Academic degree:** Please enter your academic degree here, e. g. “B. A.”, “Dipl.-Ing.”, “Dipl.-Gyml.”, “Master”.

**Another Nationality:** If you have dual citizenship, please enter the second nationality in this field.

**Enrolment at RWTH:** In this field, please indicate whether you are enrolled at RWTH Aachen University for your doctorate or whether you are in the process of enrolling. Even if you are enrolled in a regular degree programme while you do your doctorate please choose “yes” (this might be the case if you study medicine and start your doctorate before you get your regular medicine degree).

**Employment:** Please indicate here whether you are employed at RWTH Aachen University, Forschungszentrum Jülich (FZJ) or another non-university research institution. Other non-university research institutions include Fraunhofer Institutes, Max Planck Institutes, Leibniz Institutes and Helmholtz Institutes. In the case of employment at RWTH, it is not relevant whether this employment is related to the doctorate. What matters is if there is an employment in the moment you answer the questionnaire.

**Second postal address, if applicable:** If you want to give a second postal address, for example the business address, the address of your parents or at your hometown to get your mail there, you can do this here.

**Subject:** Please select the subject in which you are doing your doctorate (not the subject of your Master or Diploma).

**Type of dissertation:** Is it a monograph or a cumulative dissertation in which several texts already published are to be considered as a dissertation? A monograph is the traditional kind of doctoral dissertation (one publication written for this purpose). If you are not yet sure, please choose the most likely option. It is not binding and if you want to change it later, please contact your faculty.

**Type of doctorate:** Here you should indicate whether the doctorate is to be awarded only at RWTH Aachen University or in cooperation with another institution. Only cooperations that are regulated by contracts or agreements are relevant. If the doctorate is awarded exclusively at RWTH or at RWTH and another university, please select the first point. In case of cooperation with a university abroad, a university of applied sciences (FH), a non-university Research institution (Fraunhofer Institute, Max-Planck Institute, Leibniz Institute, Helmholtz Institute) or an institution from industry, select the appropriate option.

**Type of registration:** If this is your first doctorate and you have not previously completed a doctorate at RWTH or any other university, please select "Initial registration". If you have already dropped out or successfully completed a doctorate at a German university and are now starting your doctorate at RWTH, select "New registration". This must also be stated if you have started the current doctoral procedure at another university and have now moved to RWTH.

**Participation in doctoral programme:** Please indicate here whether the doctorate is being awarded within the framework of a structured doctoral programme. These include doctoral programmes, research training groups, graduate schools, NRW Research School (AICCESS!, Verbund NRW), Marie Curie Programmes, GRS. The name of the programme must then be entered in the following field. All programmes are meant that offer a structured programme of events and trainings and meet two of the following requirements: (1) Joint responsibility of the participating professors for the PhD students, (2) open competition for participation and (3) scholarships or jobs for at least some of the participants.

**Higher education entrance qualification:** The first HZB (Hochschulzugangsberechtigung; A levels or high-school diploma, i.e. qualification that entitles somebody to go to university or college) that allows access to the German higher education system is to be indicated here (i.e. not the entitlement to a doctorate but to a Bachelor's or Diploma degree). This could, for example, be an Abitur (general higher education entrance qualification, allgemeine Hochschulreife). If you did not get this qualification in Germany, please choose one of the options starting with "Abroad". In this case you don't have to answer the questions "Federal state of school" and "Location of school" but only give information on the county of your school.

**Initial enrolment at a university:** This indicates when you first enrolled at a university (at a bachelor or diploma level). If this university is located in Germany, please select it from the list. If the university is located abroad, select the option "University abroad".

**Degree qualifying for a doctorate:** Please provide details of the degree that qualifies you for the doctorate (e. g. your diploma or master's degree). Please be sure to use the drop-down menu provided for the university and the type of degree. If you did not award the degree at a German university, please select "University abroad" and choose "Master's degree abroad" or "Other degree abroad" as the type of qualifying degree.

**Stays abroad:** Please indicate here the stays abroad that you have made during your doctoral studies and that are related to the content of your dissertation project. Please always round off the time. For example, if the stay lasted 3.5 months, please enter "03".