

**APPLICATION FOR ADMISSION TO THE
DOCTORAL DEGREE PROGRAM AT THE
DEPARTMENT OF BIOLOGY, CHEMISTRY, PHARMACY**

in accordance with the most current valid version of the
doctoral regulations of the Department of Biology, Chemistry, Pharmacy

For the attention of the Doctoral Board at the Department of Biology, Chemistry, Pharmacy of Freie Universität Berlin

Version February 2024

PERSONAL DATA OF THE APPLICANT

Ms	Mr	Other	
Last name	Maiden name (if different)	First name	Further first name/s
Date of birth	Place of birth (City)	Place of birth (Country)	Nationality
Gender:	female	male	diverse <input type="checkbox"/>
Current private postal address: Street House number room c/o		ZIP Code	City
Mobile number	Phone number (private)		Phone number (institute)
E-mail address (private)		E-mail address (institute)	

STATEMENT OF THE APPLICANT

- I herewith apply for admission to the doctorate procedure with the following research topic and confirm that I am aware of the Doctorate Regulations of the Department of Biology, Chemistry, Pharmacy of Freie Universität Berlin.



Due to this research topic, I propose – in agreement with my supervisor - the classification to the following doctoral subject:

BIOLOGY

CHEMISTRY

BIOCHEMISTRY

PHARMACY

- I hereby confirm that I have not registered or submitted a thesis on the same or a similar topic at another university or department.
- I hereby confirm that not only the primary data, but also all additional information required for the traceability and reproducibility of the results presented in my thesis will be handed to my supervisor for storage (10 years) after completion of my doctoral thesis to comply with the rules of good scientific practice.

My starting date of work was resp. is

⇒ Start of standard time to completion ⇒ 4 years

Date

Signature – Applicant

→ also mandatory on page 4 & 5

ASPIRED TITLE - APPLICANT

Based on the doctoral regulations, the Department of Biology, Chemistry, Pharmacy awards the academic title “Dr. rer. nat.” for individual doctoral degree programs. The title “Ph.D.” is only awarded on request to doctoral candidates who have successfully completed a structured doctoral studies program. Further information can be found here:

<https://www.bcp.fu-berlin.de/en/graduierenzentrum/promotionsinteressierte/dr-rer-nat-oder-phd/index.html>

Which title are you aiming for?

Dr. rer. nat.

Ph.D.

The final decision on the title is made during the dissertation submission process.

POSTGRADUATE STUDIES - APPLICANT

- I have passed the following qualifying exam (postgraduate studies) ⇒ **Highest Degree**
→ e. g. Master, State exam, Diploma, Magister or any other equal degree

Please indicate the original bestowed title in latin script



I have obtained this degree on:

with the major in:

at the following faculty/university:

Name of faculty/university

Location (City)

Location (Country)

Grade / Cumulative Grade Point Average (CGPA):

ECTS (if indicated on the certificate/transcript):

My degree includes a thesis

Yes

No



Please attach a confirmation!



I completed this postgraduate program within _____ semesters.

UNDERGRADUATE STUDIES – APPLICANT

- I have passed the following undergraduate studies:
→ e. g. Bachelor, or any other equal degree

Please indicate the original bestowed title in latin script.



I have obtained this degree on

with the major in:

at the following faculty/university:

Name of faculty/university

Location (City)

Location (Country)

ECTS (if indicated on the certificate/transcript):



I completed this undergraduate program within _____ semesters.

LANGUAGE PROFICIENCIES OF THE APPLICANT

I have the following language proficiencies.



Only the certificates listed on the following website will be accepted!

https://www.bcp.fu-berlin.de/en/graduierenzentrum/promotionsinteressierte/promotionsverfahren/03_zulassung/index.html

German (at least DSH 2)
and / or
English (at least B2)

I do not have any of these language proficiencies.



In this case, you will be requested, as part of your admission, to provide one of the language certificates listed on the above mentioned website by the deadline specified in the admission notification.

FURTHER NOTIFIED OR COMPLETED DOCTORAL PROCEDURES

This is the first time I apply for a doctoral degree program.

I was already registered for a doctoral degree program at the following faculty/university.

Name of the faculty/university



I did not complete this doctoral degree program
(please enclose proof/confirmation).

I already have obtained a doctoral degree or a Ph.D.
(please enclose proof/confirmation).



Date of graduation:

Subject

Awarded title

FU- MEMBERSHIP & ENROLLMENT

I have a membership with the Freie Universität Berlin by employment contract.



End of contract:

I do not have a membership by employment contract with the Freie Universität Berlin.



Enrollment as a doctoral student is mandatory!

MEMBERSHIP IN A GRADUATE PROGRAM

Are you a member of a graduate program?

Yes

No



Name of the graduate program:

→ In case your program is not listed in the drop-down menu, please fill in the name of your graduate program.

SUPERVISION AGREEMENT

Ms Mr Other

Please indicate your correct title!

Prof. Dr. Prof., Ph.D. Priv.-Doz. Dr. Dr. habil. Other title

Dr. (independent group leader) Ph.D. (independent group leader)



in case of a not habilitated supervisor, the application form according to § 6 (3) of the Doctorate Regulations must be enclosed, if a general cooperation agreement has not yet been concluded.

https://www.bcp.fu-berlin.de/graduierenzentrum/ordnung-formulare/Formulare/3_Antrag_gem_6_Abs_3_der_PO_BetreuerIn.pdf

Last name - Supervisor

First name - Supervisor

Institution/Institute, where the supervisor is based

Address

Phone number

E-mail address

I hereby agree to supervise the doctoral project of the above named applicant for the duration of the standard time to completion and confirm the data on page 1 of this application regarding research topic, subject assignment and starting date of work. Furthermore, I confirm that I am aware of the Doctoral Regulations of the Department of Biology, Chemistry, Pharmacy of the Freie Universität Berlin.

I hereby confirm that not only the primary data but also all additional information required for the traceability and reproducibility of the results presented in the thesis of the above mentioned applicant will be stored for 10 years at the institute to comply with the rules of good scientific practice.

I (supervisor) have a working contract for the entire standard time to completion of the above mentioned applicant and provide a work space in my laboratory for a time frame of 4 years.

I (supervisor) do not have a working contract for the entire standard time to completion of the applicant.



My working contract ends on:



The following colleague will ensure the supervision and the working place in his/her laboratory for the above-mentioned applicant:			
Ms	Mr	Other	
Title	Last name - Substitute	First name - Substitute	
Date	Signature - Substitute		

The working place will be provided in the following location (Institution and address):

Date

Signature - Supervisor
→ also mandatory on page 5

Date

Signature - Applicant
→ also mandatory on page 5

STATEMENT OF THE SECOND REVIEWER

If the supervisor is not a professor from the Department of Biology, Chemistry, Pharmacy whose primary employment is with the Freie Universität Berlin, the approval of a second reviewer being a professor from the Dept. of Biology, Chemistry, Pharmacy whose primary employment is with the Freie Universität Berlin is required.

- I support the above mentioned doctorate procedure and hereby declare that I am willing to write the second evaluation and to be the chairperson of the doctoral committee.
- I hereby declare that I will remain a full professor at the BCP Department for the entire standard time to completion of the above mentioned applicant.

Ms

Mr

Other

Prof. Dr.

Prof., Ph.D.

Prof. Dr. Dr. h.c.

Other title

Last name – Second reviewer

First name – Second reviewer

Institute

Address

Phone number

E-mail address

Date

Signature – Second reviewer

ADDRESS FOR PUBLICATIONS

- I am aware that the Freie Universität Berlin, Department of Biology, Chemistry, Pharmacy must be listed as affiliation in all publications containing results of the dissertation. If the research group is not part of the Department of Biology, Chemistry, Pharmacy of Freie Universität Berlin, the latter has to be given as the secondary affiliation. Primary affiliation is always the institution hosting the research group.

SIGNATURE OF THE APPLICANT

Date

Signature - Applicant

SIGNATURE OF THE SUPERVISOR

Date

Signature - Supervisor

DOCTORAL DEGREE AND HABILITATION OFFICE

✉ Arnimallee 22, Ground Floor, Room A.025, 14195 Berlin

<https://www.bcp.fu-berlin.de/en/graduierenzentrum/index.html>

Biology & Pharmacy

✉ prom1@bcp.fu-berlin.de

Chemistry & Biochemistry

✉ prom2@bcp.fu-berlin.de