



PhD Examinations at the Plenary Meeting in Florence, 08-10 November 2017 Important Information for Candidates and Tutors

Fakultät 3 needs the following documents no later than **25 August 2017**:

- Informal request to open the PhD procedure. Please give your name, private address and sign the request.
- Current curriculum vitae including scientific publications and lectures (signed!).
- Diploma and certificates of all degrees and all transcripts. We need to see the originals. Originals will be returned. Scanned documents cannot be accepted. Candidates who have shown them to Fakultät 3 in the past will not have to bring them again. If in doubt, please contact the coordinator; see address below.
- 7 printed copies of your thesis and 1 pdf file on CD-ROM (using the official cover page).
- Summary of the thesis (1 DIN-A4 page including the thesis title and the candidate's name)..
- Affirmation on the authorship of the thesis ("solemn affirmation").

Please remember: The thesis title must be identical in all the documents.

You need the informal agreement of both tutors before handing in your thesis and start the procedure at TU Braunschweig. Please send the thesis that you have sent for the external reports also to the tutors as pdf file now (in case you didn't do that before).

The deadline is for incoming documents and printed thesis' at Fakultät 3. If you do not bring them but send them by post, please post them at least one week before.

The deadline for the reports of the two tutors is **13 October 2017**.

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