Guidelines for Doctoral Research

General Information

- **Enrolment** as a doctoral student generally requires the acceptance as a doctoral candidate by
  the Faculty including a statement regarding language of the dissertation (German or English).
- Candidates with non-EU citizenship have to **apply for admission** before they can be **enrolled**
  (see IV) if they do not hold degree of the TU Berlin which qualifies for PhD work.
- If the dissertation is written in **German**, proof of language proficiency is required according to the
  rules set out on the Graduate Admissions website ([www.tu-berlin.de/?id=93882](http://www.tu-berlin.de/?id=93882)). The requirement
  is waived for German citizens or if substantial parts of a university degree have been pursued in
  German.
- There are no **specific deadlines** for the enrollment of doctoral students, it can be applied or at all
  times.
- Applicants with non-EU citizenship need a **residence permit for the purpose of doctoral studies** to be enrolled at the TU Berlin
- Current information on semester fees can be found here: [www.tu-berlin.de/?id=74234](http://www.tu-berlin.de/?id=74234).
- General information on doctoral research is available from the TU-DOC office: [www.tudoc.tu-berlin.de](http://www.tudoc.tu-berlin.de)
- Address: Technische Universität Berlin
  Servicebereich Master – IA
  Main building, Room H 48-50 (ground floor)
  Straße des 17. Juni 135
  10623 Berlin

I. **Enrollment with a qualifying degree from TU Berlin (all nationalities)**

1. If you are **currently enrolled at TU Berlin** please hand in the following documents by regular mail
   or in person at the Campus Center:
   - Declaration for PhD students
   - Acceptance as a doctoral candidate by the Faculty including a statement regarding language of the
case dissertation (German or English).
   - Confirmation of payment of semester fees or all enrollment certificates for the current semester
   if you have already re-enrolled
   - Confirmation of the Examination Office if your final degree certificate has not yet been issued

2. If you have **previously been enrolled at TU Berlin** please hand in the following documents by
   regular mail or in person at the Campus Center:
   - Declaration for PhD students
   - Acceptance as a doctoral candidate by the Faculty including a statement regarding language of the
   dissertation (German or English).
   - Confirmation of payment of semester fees
   - Confirmation of the Examination Office if your final degree certificate has not yet been issued
   - Confirmation of enrollment or the termination therefore from the German university last attended
     (if not TU Berlin)

Please regard the general information regarding necessary **German language proficiency** and the
**required residence permit** (see 1.).
II. Enrollment with a German university degree ("Bildungsinländer"\(^1\) of all nationalities)

Please submit the following documents by regular mail or in person at the Campus Center:

- Online application form (with personal signature) [www.tu-berlin.de/?id=75472](http://www.tu-berlin.de/?id=75472)
- Declaration for PhD students
- Acceptance as a doctoral candidate by the Faculty including a statement regarding language of the dissertation (German or English).
- Confirmation of payment of semester fees
- Authenticated copy of your degree certificate
- Confirmation of enrollment or the termination therefore from the German university last attended

Please regard the general information regarding necessary German language proficiency and the required residence permit (see 1.).

III. Enrollment with a EU citizenship (except I. and II.)

Please submit the following documents by regular mail or in person at the Campus Center:

- Online application form (with personal signature) [www.tu-berlin.de/?id=75472](http://www.tu-berlin.de/?id=75472)
- Declaration for PhD students
- Acceptance as a doctoral candidate by the Faculty including a statement regarding language of the dissertation (German or English).
- Confirmation of payment of semester fees
- Authenticated copy of your degree certificate and authenticated translation if the certificate has not been issued in either German or English
- Confirmation of enrollment or the termination therefore from the German university last attended

Please regard the general information regarding necessary German language (see 1.).

IV. Admission to studies with a non-EU citizenship (except I. and II.)

Doctoral research in Germany requires a degree equivalent to a German qualification. This will be determined by the respective Faculty. To apply for admission (as the prerequisite for enrolment) please submit the following documents to Graduate Admissions – Servicebereich Master - IA1:

- Online application form (with personal signature) [www.tu-berlin.de/?id=75472](http://www.tu-berlin.de/?id=75472)
- Acceptance as a doctoral candidate by the Faculty including a statement regarding language of the dissertation (German or English).
- Authenticated copy of your degree certificate and authenticated translation if the certificate has not been issues in either German or English

Once all documents have been submitted Graduate Admissions – Servicebereich Master will issue an admission letter which gives details of the additional documents required for enrolment.

Please regard the general information regarding necessary German language proficiency and the required residence permit (see 1.).

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\(^1\) "Bildungsinländer" are foreign nationals who completed their education (or significant parts thereof) in Germany