

**Collaborative supervision of doctoral students
at Universitat Politècnica de València (UPV) and
Hamburg University of Applied Sciences (HAW Hamburg)**

UPV and HAW Hamburg have been cooperating in research and supervision of doctorates since 2013. In the following, the requirements and procedures for a doctorate within this university cooperation are explained.

Requirements

- Bachelor's and Master's degree, total: 300 Credit Points (ECTS)
- Very good English language skills (~B2 of the European Reference Framework)
- Supervision by a professor at HAW Hamburg
- Preliminary talk at Graduate Centre (Promotionszentrum) of HAW Hamburg (Prof. Dr. Michael Gille)

Formalities of the doctorate

- Fees
 - 650 Euros per year at UPV
 - Approx. 340 Euros per Semester at HAW Hamburg
 - When completing the doctorate, the UPV also charges one-time administrative fees of currently about 370 Euros. Further one-time administrative fees are possible in individual cases.
- Enrolment at UPV and at HAW Hamburg
- Duration
 - Full time doctorate: 3 years
 - Part time doctorate: 5 years
- Thesis as monograph or cumulative
- Supervision Agreement between the supervisor at HAW Hamburg and the doctoral student. The Graduate Centre at HAW Hamburg receives a copy of the signed supervision agreement.
- External review and examination, i.e. reviewers and examiners are not the supervisors
- Doctorate is awarded according to the UPV doctoral regulations
- Starting date: 1st September (earlier registration possible)

Procedure of the doctorate

- Search for a supervisor at HAW Hamburg
- Writing of a scientifically meaningful Exposé
- Search for a supervisor at UPV (by or with prior arrangement with the Graduate Centre of HAW Hamburg)
- Application and enrolment at UPV for relevant doctoral programme
- Enrolment at HAW Hamburg
- After 3 years (full time) or 5 years (part time) thesis submission and defense

Commitments

- Half-yearly re-registration at HAW Hamburg (before the start of the Semester)
- Progress monitoring at UPV, including annual reports from the doctoral student to the UPV on the progress of the doctoral project
- Participation in the UPV information course on doctoral training in the 1st doctoral year
- Participation in the compact workshop on "Good Scientific Practice" at HAW Hamburg
- Proof of 540 specific workload hours, determined by the respective UPV Academic Committee (e.g. presentation/poster at conferences, publications)
- Proof of at least 60 workload hours (number of hours depends on the respective Doctoral Programme at UPV) within the framework of qualification programmes for young researchers (can also be provided at Graduate Centre (Promotionszentrum) of HAW Hamburg and at the Hamburg Research Academy) as well as participation in subject-specific or interdisciplinary colloquia
- Annual consultation with Prof. Dr. Michael Gille
- Regular contact with the supervisors of both universities
- Visit of the UPV once a year

Required documents for enrolment at UPV

- Scientifically meaningful Exposé
- Certificates of academic degrees (Bachelor and Master), transcript of records
- Two letters of reference
- Curriculum Vitae
- Copy of identity card

Contact at Graduate Centre (Promotionszentrum) of HAW Hamburg

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