Collaborative supervision of doctoral students at University of the West of Scotland (UWS) and Hamburg University of Applied Sciences (HAW Hamburg)

UWS and HAW Hamburg have been cooperating in supervision of doctorates since 2009. In the following, the requirements and procedures for a doctorate within this university cooperation are explained.

**Requirements**
- Bachelor's and Master's degree (in exceptional cases diploma degree if empirical thesis)
- 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
  - 1300 Euros per year at UWS (full time)
  - Approx. 340 Euros per Semester at HAW Hamburg
- Enrolment at UWS for the MPhil/PhD programme and at HAW Hamburg
- Duration
  - Full time doctorate: 3 years
  - Part time doctorate: 6 years
  - Minor extension possible (additional costs)
- Thesis as monograph, cumulative doctorate by arrangement
- 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 UWS doctoral regulations
- Starting dates: 1\textsuperscript{st} February, 1\textsuperscript{st} April, 1\textsuperscript{st} October
Procedure of the doctorate

- Search for a supervisor at HAW Hamburg
- Writing of a scientifically meaningful Exposé
- Search for a supervisor at UWS (by or with prior arrangement with the Graduate Centre of HAW Hamburg)
- Application and enrolment at UWS
- Enrolment at HAW Hamburg
- Transfer Event after 12–18 months
- After 3 years (full time) or 6 years (part time) thesis submission and disputation (viva voce)

Commitments

- Annual re-registration at UWS in September (UWS online enrolment)
- Half-yearly re-registration at HAW Hamburg (before the start of the Semester)
- Regular reports from the doctoral student to the UWS on the progress of the doctoral project (after 6 months, then annually)
- Participation in the compact workshop on "Good Scientific Practice" at HAW Hamburg
- Participation in at least 8 workshops and the colloquia (incl. presentation) as part of the Doctoral Training Programme (minimum: 30 points, certificate: 60 points)
- Regular updating of monitoring data using UWS's PhD-student administration platform
- Regular e-mail check on the UWS e-mail address
- Annual consultation with Prof. Dr. Michael Gille
- Regular contact with the supervisors of both universities
- Visit of the UWS at least once a year (Doctoral conference: abstract, poster, presentation)

Required documents for enrolment at UWS

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

Contact at Graduate Centre (Promotionszentrum) of HAW Hamburg

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