

**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 yearsMinor 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: 1st February, 1st April, 1st 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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