

## Check list for initiation of doctoral examination procedure – **doctorate by publication** (Doctoral Regulations 2017 – Standard & Advanced Track)

- Application for initiation of the doctoral examination procedure (template: [Links & Downloads](#))
- 3 bound copies (no spiral binding, in DIN A4) of the dissertation, including the following information and documents:
  - Cover sheet (template: [Links & Downloads](#))
  - Table of contents (full information about your publication/s: author/s, title, journal, year pages)
  - List of abbreviations (if applicable)
  - Abstract (in English and German)
  - Synopsis (for further information see [Dissertation](#))
  - Statutory declaration / Declaration of own contribution
  - Preceding** each included publication: Extract from the Journal Summary List (see also [Notes on Journals](#))
  - Publication(s)
  - Curriculum vitae
  - Complete list of publication(s) including Impact Factors (if applicable)
  - Acknowledgements
- Tabular summary of the synopsis (see [Links & Downloads](#))
- Electronic dissertation
- Primary data
- Votum Informativum
- Certificate of attendance “doctorate environment” (issued by the [office of the doctorate environment](#))  
ALTERNATIVELY Certificate of completion of structured doctoral programs
- Assessor proposal form
- CV for the records. Please include abstracts from all your theses (Bachelor, Master, Diploma, Magister, State Examination). Please also give the title of the respective thesis.
- Examination certificate (original or certified copy) OR current certificate of enrolment in medicine or dentistry at Charité
- Medical licensing certificate (Approbationsurkunde) if applicable
- Specialist licensing certificate (Facharzturkunde) if applicable
- Current certificate of enrolment as a doctoral student if applicable
- List of publications for the records
- Certificate of attendance of the compulsory lecture on [“Good scientific practice”](#)
- Selection disputation / individual examinations
- Extract from the Journal Summary List for each publication included in your dissertation
- Cover sheet, abstract, synopsis
- Statutory declaration / declaration of own contribution with signatures
- Printed copy/ies of the publication(s)
- ID card or passport
- (NEW: from 01.01.2021)** Confirmation of acknowledgement Plagiarism check and e-mail from the office for Good scientific practice on the plagiarism audit report. (The report itself is not required!)  
[More information on this page.](#)

**Please also note** that for doctorates by publication, some of your documents must be submitted electronically, see [Initiation](#).