

Request for admission as doctoral student

To the Chairperson of the Doctoral Examination Board
 - Office of the Doctoral Examination Board –
 Raum 4.034
 Henning-Voscherau-Platz 1
 20457 Hamburg

According to the regulations for doctoral studies at the Hafencity University I hereby apply for admission as doctoral student.

Details of the candidate								
Name								
First/Middle name								
Sex	Man		Women		Divers		Without specification	
Date / Place of Birth								
Current address								
Telephone								
E-Mail								
Academic degree / University / grade (e.g. Master of Science / HCU / good)								
The working title of my thesis is:								

Aspired doctoral degree	Dr.-Ing		Dr. rer. pol.		Dr. phil.	
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Status of application	First submission		Revision	
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Do you agree to the publication of the working title on the pages of the HCU?	Yes		No	
Have you already applied for or completed a doctorate? (If yes, please enclose a statement on the university, discipline and result)	Yes		No	
Is the intended thesis already a written result of an alternative doctoral procedure?	Yes		No	
Do you have a qualification position at the HCU?	Yes		No	

Place, date

Signature

Confirmation of supervision

Details of the supervisor	
Supervisor (Name)	

I hereby declare that I will supervise the doctoral study of _____
with the above mentioned topic.

Place, date

Signature (Supervisor)

Appendices

Certified copies of the certificates and transcripts of the Bachelor's and Master's degree. (300 ECTS, 5 years of study, Master's degree at least grade good). Note: The office is authorised to carry out certifications.	
Curriculum vitae (in tabular form) with a detailed description of the educational background	
Exposé (research question, objectives, timetable, literature, max. 12,000 characters incl. spaces on max. 5 pages)	
Letter of endorsement with statement of reasons (1 page) from the supervisor If relevant, form "Distinction of doctoral topic to research project"	

**Please submit your documents once printed
and
once digitally by e-mail to hcu-promotionsausschuss@vw.hcu-hamburg.de**

Information about Art. 13 EU-Datenschutz-Grundverordnung (EU-DSGVO) (Doctoral Examination Board: Admission request)

HafenCity University (HCU) Hamburg will process your requested personal data like name, gender, date and place of birth, citizenship, address, degree programme, completed education and academic achievements, vocational qualification for a university degree, email address, course of study, examination matters, etc. as well as internal registration codes like an identification number only for the purpose of the administration of your studies in accordance with the effective enrolment order and study and examination regulations in addition to further valid statutes and orders of HCU pursuant to article 111 of the Higher Education Act Hamburg (HmbHG), in particular based on the statute for collecting and processing personal data at HafenCity University Hamburg. On grounds of these statutory regulations you are obliged to provide us with these kinds of data in order to process your administrative requests as well as other study related matters. We will only transfer your personal data to third parties, if we are required by statutory regulations like the Federal Statistics Law of Higher Education to do so.

After the deregistration from the university your data will be erased in compliance with the statute of retention periods and destruction of documents and assignments.

You have the right to request all information about your personal recorded data at HCU as well as to ask for their correction.

If you suspect that processing your relevant personal data is not in compliance with the General Data Protection Regulation (GDPR) you are entitled to complain about their unlawful use (if applicable) at a regulatory authority, particularly at the member state of your residence, workplace or place of the presumed data protection infringement. Furthermore, you are entitled to complain about the refusal of your previously mentioned rights as well.

Responsible bodies as defined by the General Data Protection Regulation or other valid data security laws within the memberstates of the European Union and further related data privacy regulations are:

HafenCity Universität Hamburg (HCU)

Henning-Voscherau-Platz 1, 20457 Hamburg

Tel.: +49 (0)40 42827-4359

E-Mail: hcu-datenschutz@vw.hcu-hamburg.de

Website: www.hcu-hamburg.de

Form of organisation

Public body

Legal representative

President of the HafenCity Universität Hamburg

Prof. Dr. Jörg Müller-Lietzkow

Responsible supervisory authority

Behörde für Wissenschaft, Forschung, Gleichstellung und Bezirke (BWFGB)

Hamburger Straße 37, 22083 Hamburg

Name and address of the HCU's external data protection officer

datenschutz nord GmbH

Konsul-Smidt-Straße 88

28217 Bremen

E-Mail: office@datenschutz-nord.de

Contact details of the HCU data protection coordinator

Executive Office (temporary)

Tel: 040 428 27 4359

E-Mail: hcu-datenschutz@vw.hcu-hamburg.de