

Guidelines for Doctoral Research

General Information

- **Enrollment** as a doctoral student generally requires the acceptance as a doctoral candidate by the Faculty including a statement regarding language of the dissertation (German or English). Candidates have to apply for the acceptance as doctoral candidate at the responsible Faculty-Service-Center (FSC). (www.tu-berlin.de/?id=142409)
- Candidates with non-EU citizenship have to **apply for admission** before they can be **enrolled** (see IV) if they do not hold degree of the TU Berlin which qualifies for PhD work.
- If the dissertation is written in **German**, proof of language proficiency is required according to the rules set out on the Graduate Admissions website (www.tu-berlin.de/?id=93882). The requirement is waived for German citizens or if substantial parts of a university degree have been pursued in German.
- There are **no specific deadlines** for the enrollment of doctoral students, it can be applied or at all times.
- Current information on semester fees can be found here: www.tu-berlin.de/?id=76323.
- General information on doctoral research is available from the TU-DOC office: www.tudoc.tu-berlin.de
- Address: Technische Universität Berlin
Studierendensekretariat
Servicebereich Master – IA
Main building, Room 0048-0050 (ground floor)
Straße des 17. Juni 135
10623 Berlin

I. Enrollment with a qualifying degree from TU Berlin (all nationalities)

1. If you are **currently enrolled at TU Berlin** please hand in the following documents by regular mail or in person at the [Campus Center](#):
 - [Declaration for PhD students](#)
 - Acceptance as a doctoral candidate by the Faculty including a statement regarding language of the dissertation (German or English).
 - Confirmation of payment of semester fees **or** current enrollment certificate
 - Confirmation of the Examination Office if your final degree certificate has not yet been issued
2. If you **have previously been enrolled at TU Berlin** please hand in the following documents by regular mail or in person at the [Campus Center](#):
 - [Declaration for PhD students](#)
 - Acceptance as a doctoral candidate by the Faculty including a statement regarding language of the dissertation (German or English).
 - Confirmation of payment of semester fees
 - Confirmation of the Examination Office if your final degree certificate has not yet been issued
 - Confirmation of enrollment or the termination therefore from the German university last attended (if not TU Berlin)
 - Simple copy of your passport
 - [Proof of health insurance](#) if you are a member of a German compulsory health insurance

Please regard the general information regarding necessary **German language proficiency** (see 1.).

II. Enrollment with a German university degree (“Bildungsinländer”¹ of all nationalities)

Please submit the following documents by regular mail or in person at the [Campus Center](#):

- Online registration form (with personal signature) www.tu-berlin.de/?id=136132
- [Declaration for PhD students](#)
- Acceptance as a doctoral candidate by the Faculty including a statement regarding language of the dissertation (German or English).
- Confirmation of payment of semester fees
- Authenticated copy of your degree certificate
- Confirmation of enrollment or the termination thereof from the German university last attended
- Simple copy of your passport
- [Proof of health insurance](#) if you are a member of a German compulsory health insurance

Please regard the general information regarding necessary **German language proficiency** (see 1.).

III. Enrollment with an EU citizenship (except I. and II.)

Please submit the following documents by regular mail or in person at the [Campus Center](#):

- Online registration form (with personal signature) www.tu-berlin.de/?id=1361362
- [Declaration for PhD students](#)
- Acceptance as a doctoral candidate by the Faculty including a statement regarding language of the dissertation (German or English).
- Confirmation of payment of semester fees
- Authenticated copy of your degree certificate and authenticated translation if the certificate has not been issued in either German or English
- Confirmation of enrollment or the termination thereof from the German university last attended
- Simple copy of your passport
- [Proof of health insurance](#) if you are a member of a German compulsory health insurance

Please regard the general information regarding necessary **German language** (see 1.).

IV. Admission to studies with a non-EU citizenship (except I. and II.)

Doctoral research in Germany requires a degree equivalent to a German university degree. This will be determined by the respective Faculty. Please submit the following documents by regular mail to Graduate Admissions – Servicebereich Master - IA1 or in person at the [Campus Center](#):

- Online registration form (with personal signature) www.tu-berlin.de/?id=136132
- Acceptance as a doctoral candidate by the Faculty including a statement regarding language of the dissertation (German or English).
- [Declaration for PhD students](#)
- Authenticated copy of your degree certificate and authenticated translation if the certificate has not been issued in either German or English
- Confirmation of enrollment or the termination thereof from the German university last attended
- Simple copy of your passport
- [Proof of health insurance](#) if you are a member of a German compulsory health insurance
- Confirmation of payment of semester fees*

Please regard the general information regarding necessary **German language proficiency** (see 1.).

¹ „Bildungsinländer“ are foreign nationals who completed their education (or significant parts thereof) in Germany