

LEUPHANA GRADUATE SCHOOL PHD INFO DAY 2024



PHD INFORMATION DAY – 10 APRIL 2024 PROGRAMME

3.00 p.m. - 3.15 p.m. CET

**Welcome by the Graduate School's Vice President,
Prof. Dr. Markus Reihlen**

3.15 p.m. - 4.15 p.m. CET

Becoming part of the doctoral experience at Leuphana

- Part 1: Getting your doctorate started
- Part 2: Being part of the Leuphana doctoral experience (doctoral research groups and doctoral courses)
- Part 3: Profiting from our support structures

4.15 p.m. - 4.30 p.m. CET

**Q&A Session Leuphana Doctoral Track // alternatively
Mobility Break**

4.30 p.m. - 5.15 p.m. CET

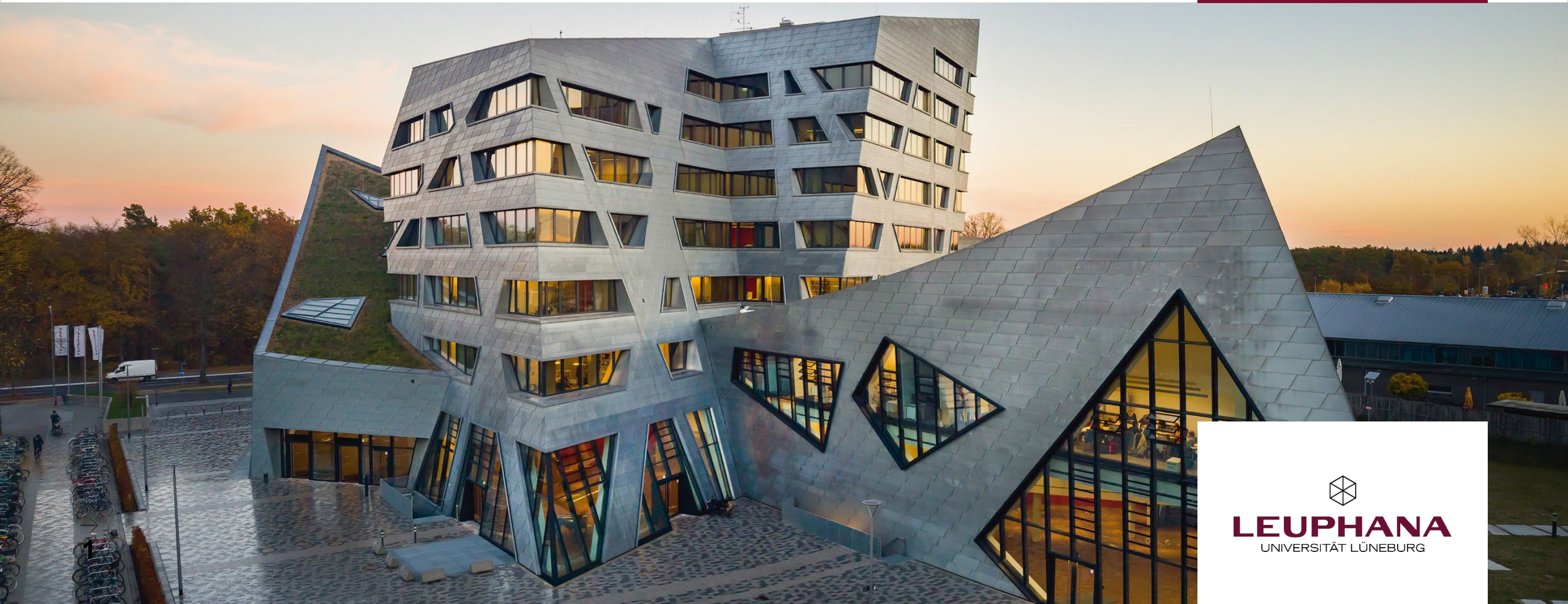
**PhD Café with two Leuphana doctoral candidates
(Lea Jakob and Najamul Memon) from doctoral research
groups and Prof. Dr. Matthias Wenzel**

5.30 p.m. - 6.00 p.m. CET

Q&A Session with the Graduate School doctoral team



LEUPHANA GRADUATE SCHOOL GETTING YOUR DOCTORATE STARTED



AGENDA

- 1. Admission & the process towards a doctorate**
2. Finding a topic and supervision
3. Financing options
4. Forms of publication and time planning



ADMISSION INFORMATION: GRADUATE SCHOOL

DEUTSCH ENGLISH



UNIVERSITY

STUDY & TEACHING

RESEARCH

PARTNERS

INTERNATIONAL

INSTITUTIONS



GRADUATE SCHOOL

Educational model >

Masters programmes >

Masters application >

Organise your Masters >

Doctoral Research Groups >

Access to Doctorate

Doctoral Topics

Doctoral Track

Experiences of Doctoral Candidates

Organise your Doctorate >

Postdoc >

Career & Funding >

Counselling & Coaching >

LEUPHANA // GRADUATE SCHOOL // ACCESS TO DOCTORATE

10.04.: PhD Information Day

ADMISSION TO THE DOCTORATE

We are pleased that you are interested in a doctoral programme at Leuphana Graduate School! Here you can find out about the requirements for admission to the doctoral programme, the application procedure and first steps after admission.

For those who are new to the German education system, we recommend the online course "[How to apply for a Phd in Germany](#)" provided by the German Academic Exchange Service (DAAD). The course can be accessed after free registration, for an overview of how to start a doctorate.

DOCTORATE INFORMATION DAYS

The Graduate School organises information days on the doctorate at Leuphana once or twice a year. Here you can find [current information on the information days](#).

REQUIREMENTS



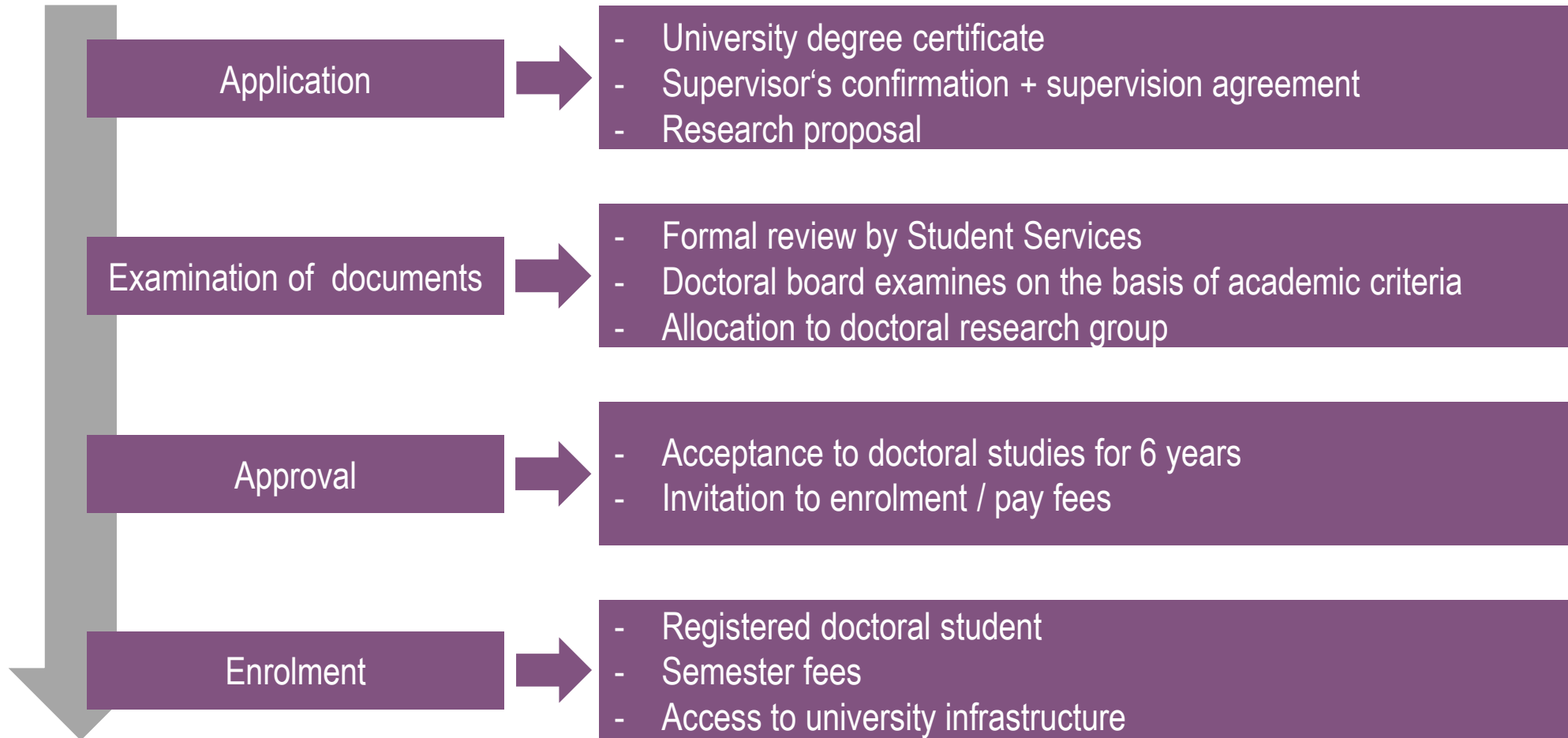
Subject-relevant degree:

- Master's degree
- Staatsexamen
- Diploma / Magister's degree
- Equivalent international degree → see anabin.kmk.org

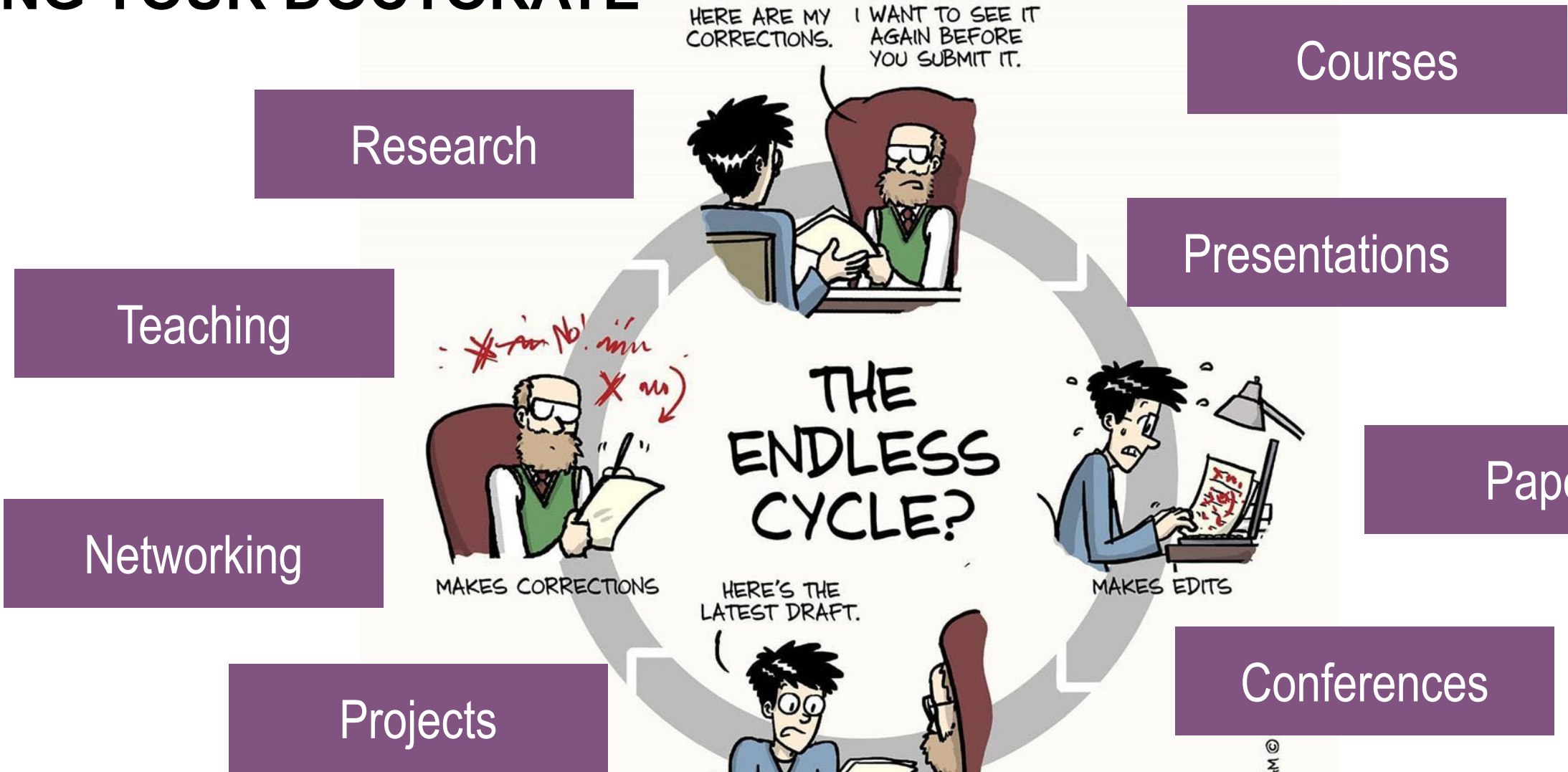
- Final grade at least "good" (i.e. better than 2.6)
- Final grade in the first state examination in law at least "sufficient"



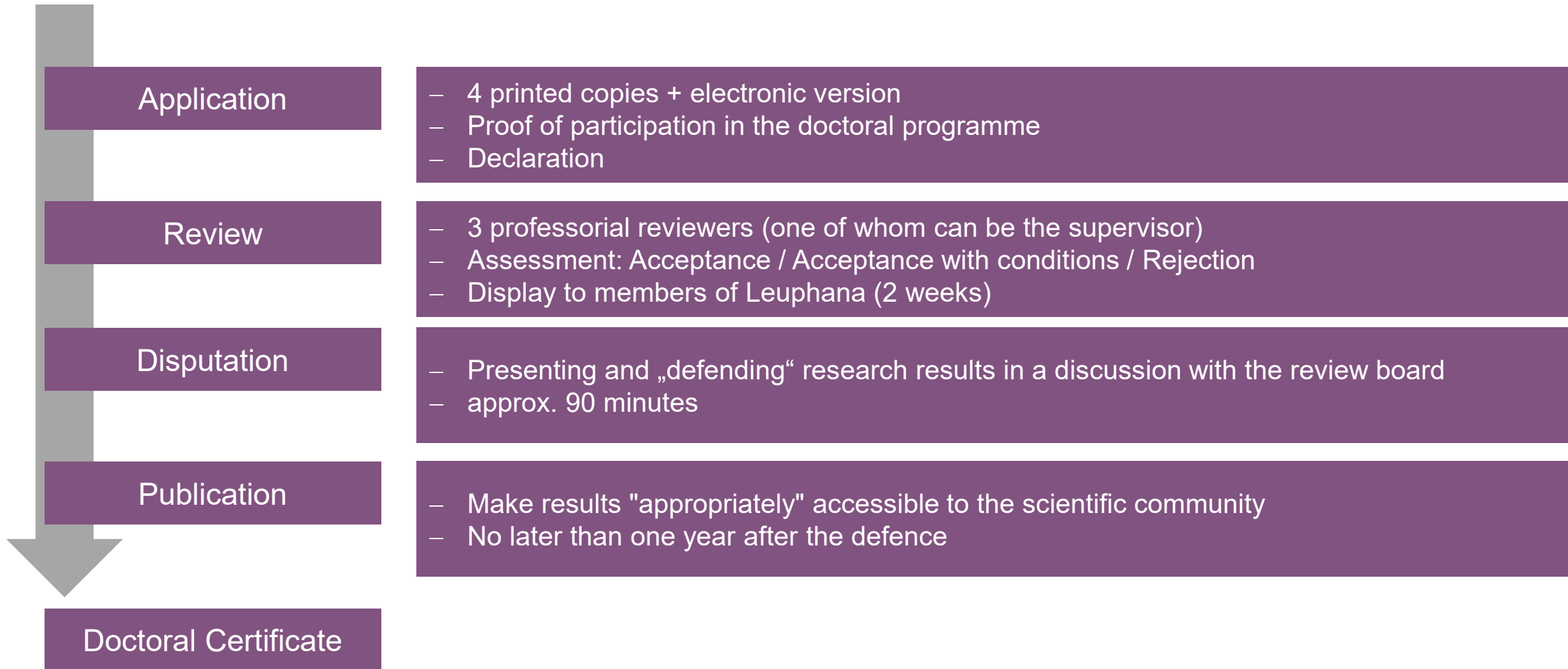
ADMISSION PROCESS



DOING YOUR DOCTORATE



THE DOCTORAL EXAMINATION PROCEDURE



DOCTORAL REGULATIONS AND WHERE TO FIND THEM

The screenshot shows the website's navigation structure. At the top, a horizontal menu includes 'UNIVERSITY', 'STUDY & TEACHING', 'RESEARCH', 'PARTNERS', 'INTERNATIONAL', 'INSTITUTIONS', and 'DE EN'. Below this is a dark green bar with three tabs: 'Starting Phase', 'Research Phase', and 'Closing Phase'. On the left, a vertical sidebar menu lists various options, with 'GRADUATE SCHOOL' and 'Organise your Doctorate' circled in red. The main content area displays the text 'Leuphana University of Lüneburg.' followed by an upward arrow, then the heading 'DOCTORAL REGULATIONS OF THE FACULTIES VALID SINCE 01 OCTOBER 2023'. Below this heading are five links, each starting with a right-pointing arrow and followed by the text '(translation currently in progress)'. The links are: 'Doctoral Regulations School of Education (Gazette 69/23)', 'Doctoral Regulations School of Culture and Society (Gazette 70/23)', 'Doctoral Regulations School of Management and Technology (Gazette 71/23)', 'Doctoral Regulations School of Sustainability (Gazette 72/23)', and 'Doctoral Regulations School of Public Affairs (Gazette 86/23)'. An upward arrow is positioned below the last link.

UNIVERSITY **STUDY & TEACHING** RESEARCH PARTNERS INTERNATIONAL INSTITUTIONS DE EN

GRADUATE SCHOOL
Educational model >
Masters programmes >
Masters application >
Organise your Masters >
Doctoral Research Groups >
Access to Doctorate >
Organise your Doctorate ✓
Doctoral Courses
GradSkills
Qualification Fund
Postdoc >
Career & Funding >
Counselling & Coaching >

Starting Phase **Research Phase** Closing Phase

Leuphana University of Lüneburg.

↑

DOCTORAL REGULATIONS OF THE FACULTIES VALID SINCE 01 OCTOBER 2023

- [Doctoral Regulations School of Education \(Gazette 69/23\) \(translation currently in progress\)](#)
- [Doctoral Regulations School of Culture and Society \(Gazette 70/23\) \(translation currently in progress\)](#)
- [Doctoral Regulations School of Management and Technology \(Gazette 71/23\) \(translation currently in progress\)](#)
- [Doctoral Regulations School of Sustainability \(Gazette 72/23\) \(translation currently in progress\)](#)
- [Doctoral Regulations School of Public Affairs \(Gazette 86/23\) \(translation currently in progress\)](#)

↑



AGENDA

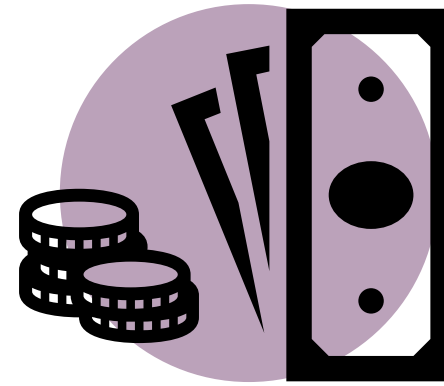
1. Admission & the process towards a doctorate
- 2. Finding a topic and supervision**
3. Financing options
4. Forms of publication and time planning



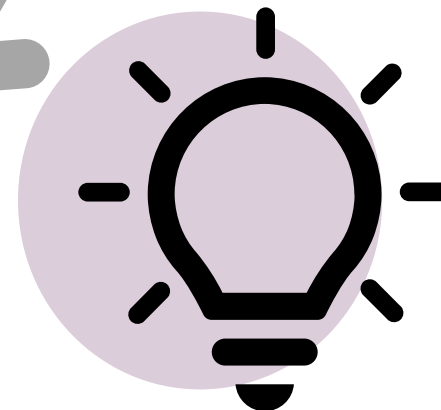
HOW DO I GET ...



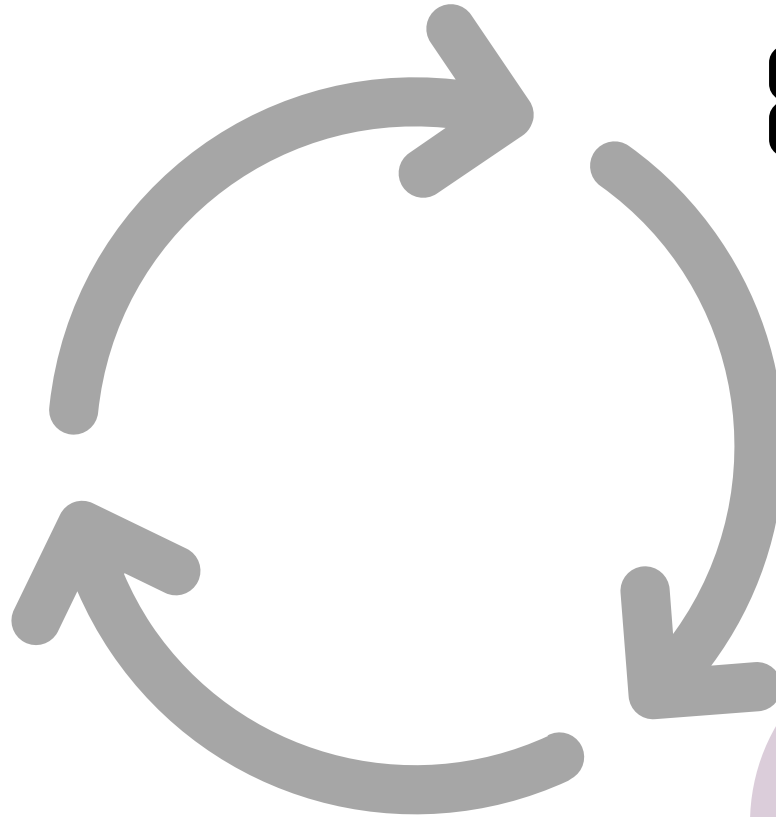
... a supervisor?



... financing?



... a topic?



DEFINING THE TOPIC

Requirement:

„The thesis must be a complete, self-contained piece of work on the subject in question, and it must demonstrate the author's ability to engage in in-depth independent academic work and make a contribution to developments in the field.” (Leuphana Doctoral Regulations)

Different options:

- Developing a topic yourself
- Topic assignment through project / professor

Starting point:

Interest in and expertise on a *narrowed* research topic

Sources for the independent choice of topics

- Current discourses in research: publications, conferences, conversations with professors
- Which topics might be promising for a career in the labour market or in academia?
- Closing research gaps based on Master's thesis



DEVELOPING YOUR TOPIC

Drafting a research proposal:

- Relevance of the topic
- State of research and research gaps
- Own research interest and objectives
- Methodological approach
- Access to material / resources
- Work plan
- Preliminary outline of the work
- Literature
- max. 5 pages



DOCTORAL RESEARCH GROUPS

DEUTSCH ENGLISH



UNIVERSITY

STUDY & TEACHING

RESEARCH

PARTNERS

INTERNATIONAL

INSTITUTIONS



GRADUATE SCHOOL

Educational model >

Masters programmes >

Masters application >

Organise your Masters >

Doctoral Research Groups

Representation

Visuality Knowledge

Engineering

Entrepreneurship,

LEUPHANA // GRADUATE SCHOOL // DOCTORAL RESEARCH GROUPS

DOCTORAL RESEARCH GROUPS

YOUR ACADEMIC HOME BASE

When you start your doctorate at Leuphana, you will automatically be part of a doctoral research group.

The doctoral research groups at Leuphana form an (inter-)disciplinary group of fellow doctoral candidates and supervising professors. For you as a doctoral candidate, the doctoral research groups are a feedback hub, think tank and idea generator all in one: here, doctoral candidates regularly present their current dissertation projects, guest researchers from Germany and abroad

MAKING CONTACT AND GETTING CONFIRMATION FOR SUPERVISION

First contact by mail



Short curriculum vitae and research proposal as an attachment



Appointment for a personal conversation



In case of success: written confirmation of supervision + supervision agreement

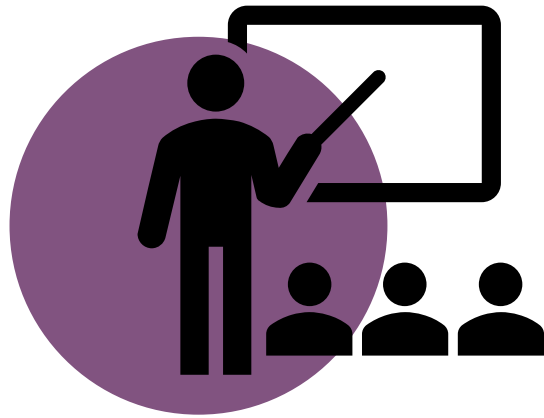


AGENDA

1. Admission & the process towards a doctorate
2. Finding a topic and supervision
- 3. Financing options**
4. Forms of publication and time planning



FINANCING YOUR DOCTORATE: OVERVIEW



Position at the university:
Research associate



Scholarship

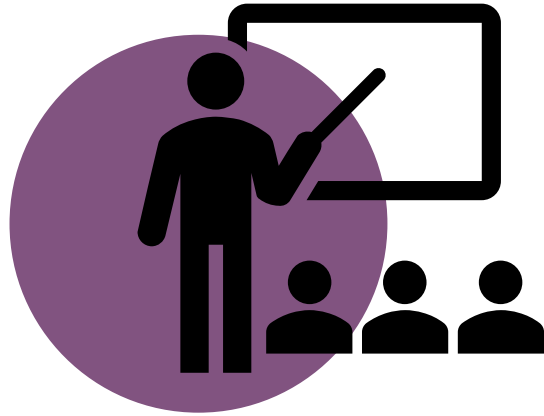


Other occupation



FINANCING YOUR DOCTORATE (1)

RESEARCH ASSISTANT



- Temporary occupation (minimum of 2 years)
- Mostly part time (minimum of 50 %)
- Tasks for the university / professorship (1/3 of contractual working time must be free for work on the dissertation)
- Teaching duties
- Workstation at the university
- Social security



FINANCING YOUR DOCTORATE (1) RESEARCH ASSISTANT

DEUTSCH ENGLISH



UNIVERSITY

STUDY & TEACHING

RESEARCH

PARTNERS

INTERNATIONAL

INSTITUTIONS



Digital University

International University

Entrepreneurial
University

Sustainable
University

Diverse University

Organisation

People Directory

Jobs and Career

Professorial
Positions

Research & Teaching

Scholarships

LEUPHANA // UNIVERSITY // JOBS AND CAREER // **RESEARCH & TEACHING**

RESEARCH & TEACHING

15.MAR Postdoctoral Researcher (Post-Doc) at the Institute for Political Science



11.MAR PhD researchers (m/f/d) for the project group "The Whiteness of Wealth Management: Colonial Economic Structure, Racism, and the Emergence of Tax Havens in the Global South (WOWMA)"



Mirjam Windolf-Hörr / 16.11.2021



FINANCING YOUR DOCTORATE (1) RESEARCH ASSISTANT

The screenshot shows the 'academics' website interface. The logo 'academics' is circled in red. The navigation bar includes 'Karriereberatung', 'Mein academics', and 'Merkliste (0)'. The search bar contains 'Branche, Position, Standort' and a 'Suche ändern' button. The search results show 30 job offers for 'PHD' in the 'DOKTORAND, DOKTORANDIN' category. The main job listing is for 'PhD / Junior Researcher oder PostDoc / Senior Researcher (w/m/x)' at 'FIZ Karlsruhe - Leibniz-Institut für Informationsinfrastruktur' in 'Karlsruhe'. The listing includes the publication date (15.03.2024), application deadline (08.04.2024), and a 'Zum Arbeitgeberprofil' button.

academics

Karriereberatung Mein academics Merkliste (0)

Branche, Position, Standort Suche ändern

30 Stellenangebote zur

Suche

PHD X

in der Kategorie

DOKTORAND, DOKTORANDIN X

PhD / Junior Researcher oder PostDoc / Senior Researcher (w/m/x)

Veröffentlicht am 15.03.2024

Bewerbungsfrist 08.04.2024

Vollzeit-Stelle

FIZ Karlsruhe - Leibniz-Institut für Informationsinfrastruktur

Karlsruhe Einbindung von Google erlauben und auf der Karte anzeigen

Zum Arbeitgeberprofil

FINANCING YOUR DOCTORATE (2)

SCHOLARSHIP



- Time limited (mostly 3-4 years)
- No official duties for the university
- No teaching duties
- Usually no workstation at the university
- Tax-free; no social security





FIND MONEY FOR YOUR EDUCATION!

Search 12,320 scholarships, grants and awards to finance your studies in the EU

<https://www.european-funding-guide.eu>

Start your free search

Degree

- Select an option -

Stages of Studies

- Select an option -

Country

- Select an option -

Academic Discipline

Start your free search NOW

Here is how it works: SCHOLARSHIPS AND GRANTS for your education in three steps





Du befindest dich hier:

[Dein Plus](#) // [StipendiumPlus - Who we are](#)

The StipendiumPlus Team

StipendiumPlus: more than just a scholarship, more than just one scholarship opportunity. We are thirteen organizations for the promotion of young talent which have come together under the umbrella of the Federal Ministry of Education and Research (BMBF) to provide support to students and young researchers with special talents.

www.stipendiumplus.de



FINANCING YOUR DOCTORATE (3)

OTHER OCCUPATION



- No official duties for the university
- No teaching duties
- No workstation at the institute where you do your doctorate
- Challenges: Time management



AGENDA

1. Admission & the process towards a doctorate
2. Finding a topic and supervision
3. Financing options
- 4. Forms of publication and time planning**



FORMS OF PUBLICATION

Cumulative

- Individual articles (at least 3) in renowned journals (peer reviewed)
- Publication status can differ according to "published/accepted", "under review" or are, in the opinion of the supervisor, principally suitable
- Framework paper establishing the link between the articles
- Regulations regarding co-authorship
Contributor Roles Taxonomy (CRediT)



specific regulations for cumulative dissertations under construction

Monographic

- A complete work that is submitted in its entirety after completion



TIME PLANNING

At Leuphana, admission is granted for 6 years (extension possible)

- Don't underestimate the time required for bread-and-butter job and other academic commitments (teaching, presentations at conferences, etc.)
- Research networking as an important element of a career in academia
- Publication process unpredictable
- Time for family, social contacts and regeneration
- Include time buffer according to 60:40 rule.
- Develop work routines (fixed place, fixed times) → check for writing groups, esp. at the later stages
- Individual financing has to be considered (contracts, scholarships, etc.).

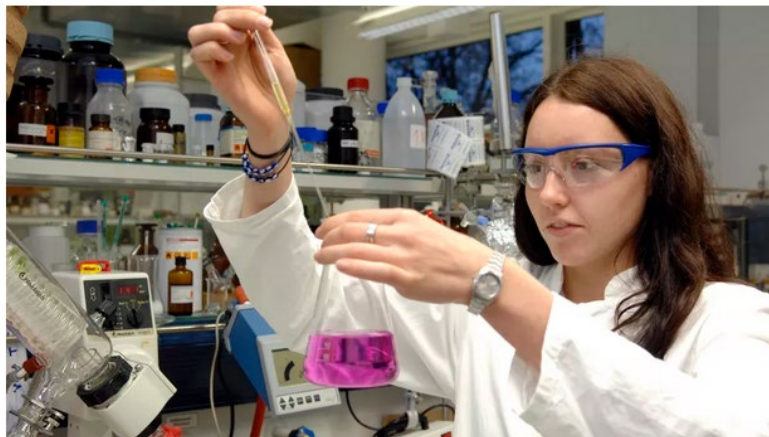


PHD GUIDES AND ORIENTATION WEBSITES



- In German
- Free Online Version
- (Internet) Search for: „ZEIT Ratgeber Promotion“

Doing a PhD and Research in Germany



- In English
- Federal Ministry of Education and Research: www.research-in-germany.org/en
- German Academic Exchange Service (DAAD)



LEUPHANA GRADUATE SCHOOL

BEING PART OF THE DOCTORAL EXPERIENCE



AGENDA

1. **Leuphana Doctoral Research Groups
(Promotionskollegs)**
2. Leuphana Doctoral Courses
(Promotionsstudium)
3. Graduate School Opening Days

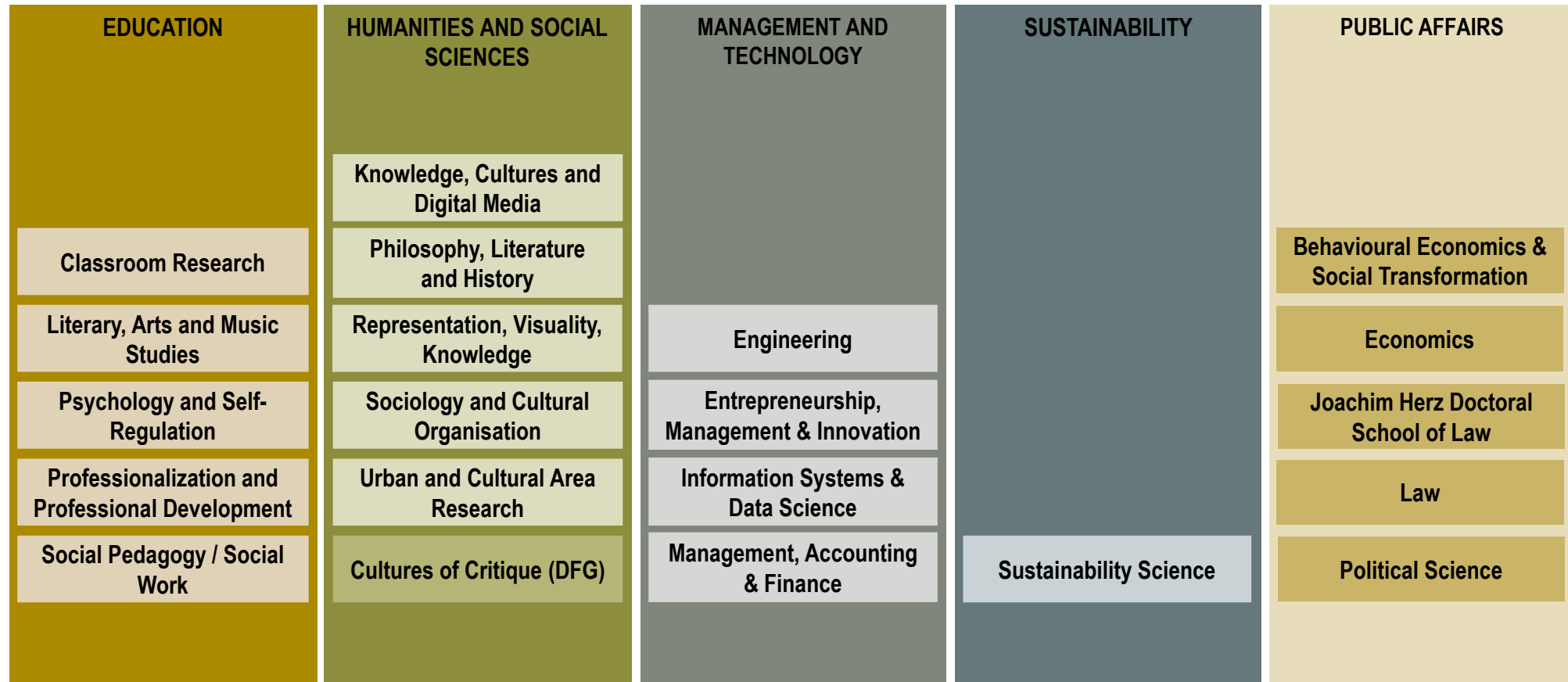


THE LEUPHANA DOCTORAL RESEARCH GROUPS ...

- ... form an interdisciplinary community of doctoral candidates working in similar fields
- ... connect supervisors, guest lecturers and fellow doctoral candidates
- ... offer a feedback hub for your own research project
- ... **are your academic home base during your time at Leuphana**



DOCTORAL RESEARCH GROUPS AS THE ACADEMIC HOME BASE OF ALL DOCTORAL CANDIDATES

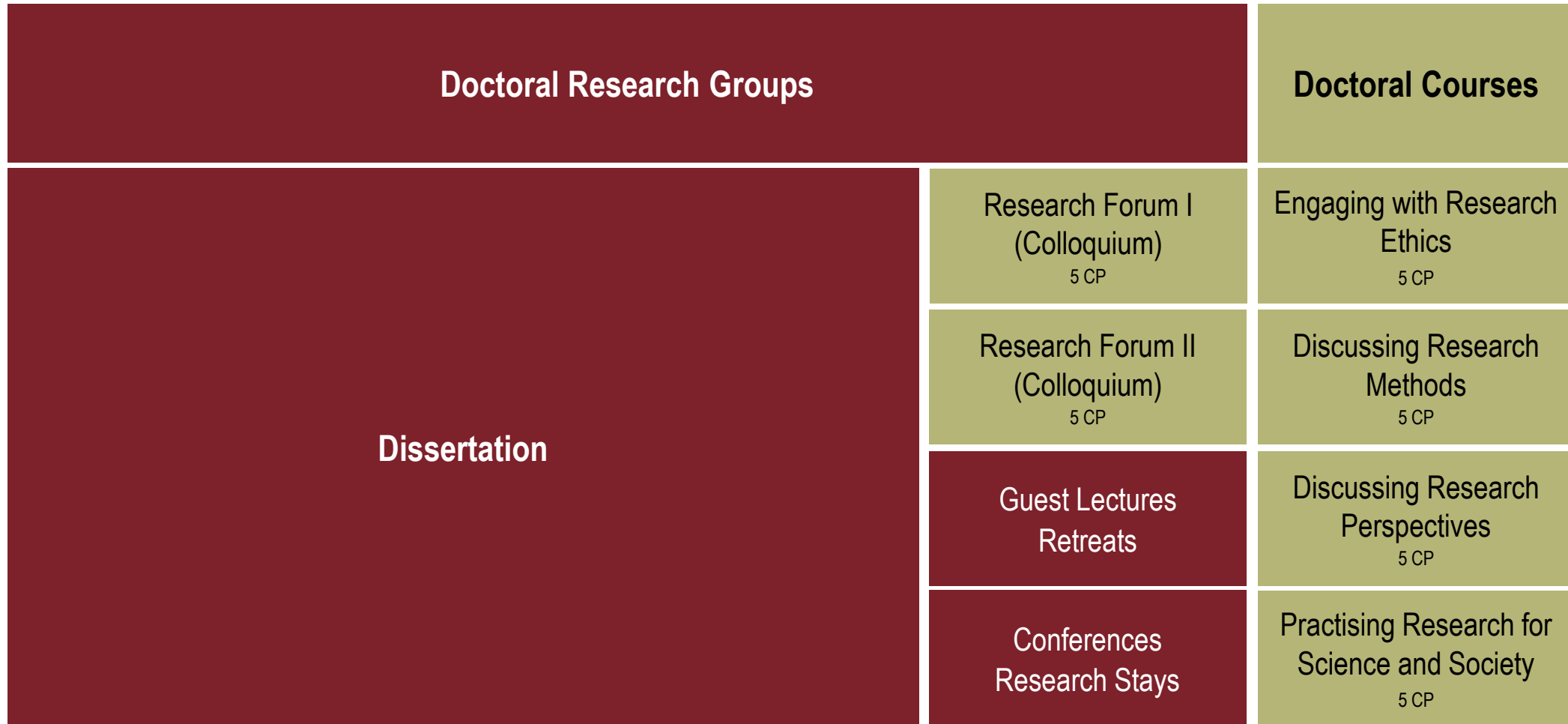


AGENDA

1. Leuphana Doctoral Research Groups
(Promotionskollegs)
- 2. Leuphana Doctoral Courses
(Promotionsstudium)**
3. Graduate School Opening Days



INTERPLAY OF DISSERTATION, DOCTORAL RESEARCH GROUPS, DOCTORAL COURSES AND CAREER NETWORKING



THE LEUPHANA DOCTORAL COURSES ...

- ... are comprised of 6 obligatory modules, consisting of 5 credit points each
- ... are cooperatively designed by the five academic schools and the Graduate School
- ... are enriched by international experts of different disciplines
- ... support your research methods with regard to science and society
- ... offer new perspectives for your career in academia and beyond
- ... offer a unique possibility to meet doctoral candidates and scholars from other fields
- ... allow creditability („Anrechenbarkeit“) of external seminars, summer schools, etc.



LEUPHANA DOCTORAL COURSES: SNEAK PREVIEW

Examples of seminars 2023-25

Engaging with Research
Ethics
5 CP

- The good Scientist: A Seminar on Research Integrity
- *In connection with an Onboarding Session and the Graduate School Opening Days*

Discussing Research
Methods
5 CP

- Qualitative Research Methods // Quantitative Research Methods
- Advanced Statistics
- Introduction to Systematic Reviews

Discussing Research
Perspectives
5 CP

- Philosophy of Law
- Philosophy of Social Sciences (in cooperation with Copenhagen Business School)
- International Political Economy

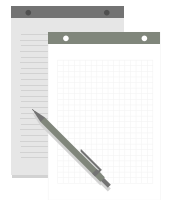
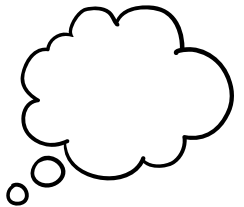
Practising Research for
Science and Society
5 CP

- Designing and Publishing Research
- Writing a Journal Article
- Research Practices and Ethics in Legal Sciences
- Feature your Future: Future Strategy Thinking (International Summer School)



QUICK FACTS

- The module „**Engaging with Research Ethics**“ has to be completed during your first year at Leuphana.
- The other modules should be **chosen as it best suits** your research project.*
- **All modules** have to be completed when handing in your dissertation.
- Most seminars are taught **in English** and as **block teaching** (3-4 days).
- The Research Forums are held usually on a **weekly or fortnightly** basis (L.o.I. varies).
- The majority of the doctoral courses take place **on campus**.
- Many Research Forums allow for **hybrid** sessions.
- Additional **online seminars** are offered on a semi-regular basis.
- **Choice of seminars** depends on your needs // some seminars focus on specific research groups.



*Exception for doctoral candidates at the School of Management and Technology:
All non-Research-Forum-modules should be taken within the first year.



EXAMPLE OF INNOVATIVE TEACHING FORMATS // CREDITABLE FOR DOCTORAL COURSES

OVERVIEW

Host	Leuphana University Lüneburg
Location	Online (Zoom Webinar)
Field	Academic career development; futures thinking; applied strategic foresight
Dates	24 May 2023 (ice-breaking event) and 12 July 2023 – 14 July 2023 (main event)
Duration	3 days
Language	English
Participants	Advanced master's students and doctoral candidates
Workload	5 CP (150 hours workload)
Contact	featureyourfuture@leuphana.de
Application	Starting on 1 March 2023, 10 am CET 9 am GMT
Application deadline	31 March 2023, 11.59 pm CEST 10.59 pm BST
Assignment submission deadlines	15 September 2023; 30 November 2023

SUMMER SCHOOL 2023: FEATURE YOUR FUTURE

The three-day digital, international Summer School is a learning and networking event for advanced master's students and doctoral candidates from three higher education institutions: University of Glasgow, KU Leuven and Leuphana University Lüneburg. The Summer School is dedicated to the topic of academic career development, with a focus on futures thinking. We aim at: addressing the importance of futures thinking, introducing the idea of strategic career planning at an early stage and developing interdisciplinary competences—regardless of whether you want to work in the academic or non-academic field.

Next Summer School on "Feature your Future" in Spring 2025

PARTNER INSTITUTIONS



AGENDA

1. Leuphana Doctoral Research Groups
(Promotionskollegs)
2. Leuphana Doctoral Courses
(Promotionsstudium)
3. **Graduate School Opening Days**



OPENING DAYS OCTOBER 2024: INTRO SESSION, KICK-OFF RESEARCH ETHICS AND PANEL DISCUSSION

Introductory Session
14.103

Onboarding Seminar „Research Ethics“
14.103

Lunch

Group discussions preparing for the
academic discourse

Welcome and Academic Discourse (Panel
Discussion)

Meeting with doctorate representatives

TOPIC OF THE PANEL
DISCUSSION:
**RESEARCH >>
TRANSFORMATION**



Save the Date:
October 11,
2024



AND AT THE END THERE MIGHT BE...

DISSERTATION AWARDS

HONOURING OF OUTSTANDING DISSERTATIONS



Winners of the Dissertation Awards 2023
with President Sascha Spoun and Vice
President Simone Abels, responsible for
the Graduate School



LEUPHANA GRADUATE SCHOOL

PROFITING FROM OUR SUPPORT STRUCTURES

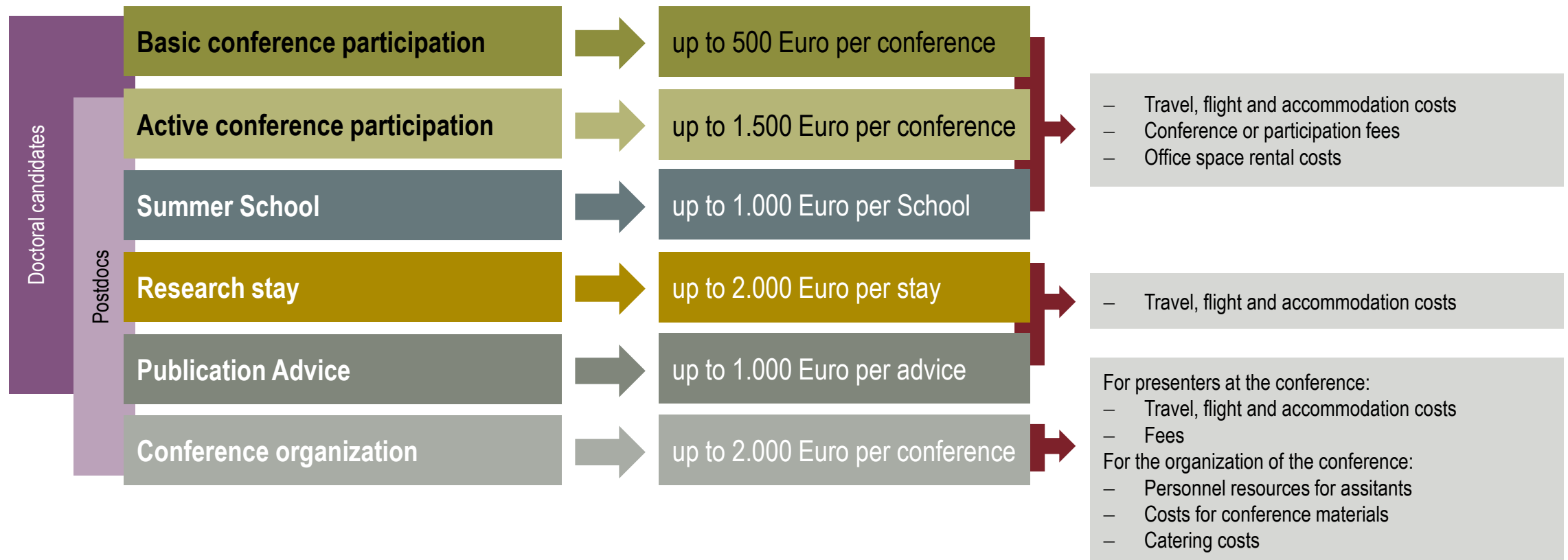


AGENDA

- 1. Leuphana Qualification Fund (Qualifizierungsfonds)**
2. Career Support and Counselling
3. Support Services @ Leuphana



THE QUALIFICATION FUND PROMOTES THE POSITIONING AND NETWORKING OF RESEARCH ACTIVITIES.



AGENDA

1. Leuphana Qualification Fund (Qualifizierungsfonds)
- 2. Career and Counselling Support**
3. Support Services @ Leuphana



CAREER SUPPORT: GRADSKILLS PORTAL

GRADSKILLS – COMPETENCE AND CAREER DEVELOPMENT FOR YOUNG RESEARCHERS

Leuphana supports the career development of young researchers by offering them a variety of supporting measures. They should be able to prepare themselves both for work in the academic community and for a science-based activity in industry and society. Leuphana consequently takes into account the increasing differentiation in the academic job market and the changing career perspectives of this target group that have occurred as a result.

- Developing Career Perspectives
- Teaching
- Managing Science and Research
- Improving Self-Competencies
- For Master students



SPECIAL OFFERS: CERTIFICATE „LEADERSHIP IN SOCIETY AND BUSINESS“ (IN GERMAN)



1 year



12 workshop days



materials for individual reflection as an online resource



strong peer-group support



individual transfer project



CAREER ORIENTATION: COUNSELLING AND COACHING

- Free counselling and coaching services to doctoral candidates
- Topics: orientation, dealing with expectations, goals and perspectives, strategic planning of next steps and decision-making
- Independent and confidential advice or coaching



MAKE AN APPOINTMENT

Counselling takes place by appointment only - either in a face-to-face meeting on campus, as video counselling via Zoom or by phone.

You can book a free time slot within the next two weeks yourself via our appointment booking tool.

Please also read our [data protection regulations](#).

Services	Date	Summary
----------	------	---------



AGENDA

1. Leuphana Qualification Fund (Qualifizierungsfonds)
2. Career and Counselling Support
3. **Support Services @ Leuphana**



LEUPHANA OFFERS TO DOCTORAL CANDIDATES AT DIFFERENT INSTITUTIONS

Personnel Development for Academic Staff	Counselling and Workshops for careers in science	International Center	Language Courses Assistance with housing, visa etc. Research stays abroad
Teaching Service Media and Information Center	Improving teaching skills IT-Support, equipment, courses, research data management	Writing Center Methods Center	Writing consultation Methods consultation
Research Service Cooperation Service	Proposal and grant writing counselling Start-up counselling	Office for Equal Opportunities	Mentoring family service; contact in case of discrimination or abuse





WELCOME TO LEUPHANA GRADUATE SCHOOL!
On Campus: Building No. 14 (Graduate House)
Online: www.leuphana.de/en/graduate-school