

In the case of inconsistencies in the English translation of this document, the German original version shall prevail.

Absolventen ausländischer Hochschulen / Graduates of Foreign Universities

Application for the Acceptance as a Doctoral Student (Antrag auf Annahme als Doktorand/in)

If you did not receive your degree from a German university, the equivalency of your degree has to be evaluated before the PhD admissions committee can decide on your acceptance. The Dean's office arranges for the evaluation with the International Office of Goethe University.

To begin with, please send us the following documents as pdf files:

1. Certificate and diploma of your Bachelor's and Master's degrees or equivalent, both in the original language and in German or English (only **certified translations by a sworn translator** are accepted).
2. Transcripts of records for both degrees or equivalent, also in German or English as well as in the original language (only certified translations by a sworn translator are accepted)
3. Current CV in German or English
4. Your Master's thesis in the original language (**no translation necessary**)

At the same time, please send us your Application for the Acceptance as a Doctoral Student (Antrag auf Annahme als Doktorand/in) (see item 1.2 in the Q&A file).

Before you can be accepted, certified copies of your documents and, if necessary, translations by a sworn translator have to be presented at the Dean's Office. Your documents can be certified by any public authority that carries an official seal, such as - within Germany - residents' registration offices, local administrations, city courts or notaries. Certifications by associations or health insurances are not accepted. Outside of Germany for instance its representations abroad, notaries and universities can certify your documents.

An official certification must include at least the following:

1. The statement that the copy corresponds to the original (attestation clause)
2. The signature of the authenticating party
3. Official seal

Registration as a PhD student

If you want to register as a PhD student, you may do so during the registrars' offices opening hours, which are Mondays and Wednesday 1 – 4 pm, Tuesdays and Fridays 9 am – 12 noon. There is no specific deadline for the registration of PhD candidates!

For registration, please bring the following documents:

1. Original certificates plus copies of all the documents that entitle you for doctoral studies
2. Translations of certificates (only necessary if the originals are not in German or English)
3. Application for the Acceptance as a Doctoral Student, signed and sealed; if you have been accepted provisionally, the letter by the Dean
4. Language certificates (if necessary)
5. Proof of health insurance
6. Passport photo
7. Passport

At the registrars' offices, your first point of contact is the International Office:

Goethe-University
International Office
Westend Campus
Theodor-W.-Adorno-Platz 6
Building PEG, 2nd floor
60629 Frankfurt am Main

The International Office will pass you on to the Registrar's Office (one floor below) where you will pay your semester fee (currently approximately 360,- Euro) and receive your Goethe Card as well as your user ID for internet access on campus.