

Non-Official Version

**Study Regulations of the University of Mannheim
for the Doctoral Program in Social Sciences at the Center for Doctoral Studies in
Social and Behavioral Sciences (CDSS) of the University of Mannheim**

as at 4 June 2019

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1st amendment

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2nd amendment

as at 10 June 2022 (Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 05/2022 of 14 June 2022, pp. 100 et seqq.)

This is a non-official version of the Study Regulations. Only the version in the Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) is legally binding. *In the German language version of these Study Regulations, this section deals with the subject of gender-neutral language. For the English language version, this is not relevant and therefore omitted. This also applies to the usage of academic degrees and academic titles.*

I. General Provisions

Section 1 Scope

These Study Regulations govern the structure of and admission to the doctoral program in Social Sciences at the Center for Doctoral Studies in Social and Behavioral Sciences (CDSS) at the Graduate School of Economic and Social Sciences (GESS). They incorporate the current version of the Regulations and Procedures Governing the Doctoral Dissertation to Earn a Doctoral Degree in Social Sciences from 27 June 2013.

Section 2 Objectives of the Doctoral Program

The doctoral program in Social Sciences at the CDSS with the tracks in Political Science, Psychology and Sociology aims to provide students with the most recent expertise, skills and methods in the field of social and behavioral studies and to enable them to pursue independent scientific research. Independent scientific research is the core of the doctorate. During the doctorate, the doctoral candidate gains significant competences that are to be acquired through scientific practice and independent scientific research. The tracks in the doctoral program in Social Sciences at the CDSS are research oriented, systematically structured and interdisciplinary programs that aim at the acquisition of competences and are to guarantee close supervision and best possible support.

II. Admissions Process

Section 3 Admission to the Doctoral Program

(1) If a selection process takes place, as there is a limited number of spots available in the doctoral program in Social Sciences at the CDSS with the tracks in Political Science, Psychology and Sociology, the process is governed by selection statutes.

(2) If admission is not selective, an application for admission is to be submitted in accordance with the requirements specified in these Study Regulations.

Section 4 Application Deadline

Applications to begin the program in the fall semester are to be submitted by 31 March.

Section 5 Form of the Application

(1) The application and supporting documents are to be submitted electronically using the University of Mannheim's online application portal. The following documents are to be submitted:

1. proof that the admission requirements detailed in section 6 subsection 1 number 1 as well as the criteria for the evaluation of academic capacity detailed in section 6 subsection 1 number 2 are fulfilled;
2. contact details for a university teacher as defined in section 6 subsection 1 number 2 letter d;
3. in case of section 6 subsection 2, proof of the credits earned up to then in accordance with section 6 subsection 2 sentence 2.

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If it is not possible to submit the application electronically due to hardship, the application may be submitted in writing or verbally on record upon request to the CDSS administration.

(2) The University of Mannheim may request the original or a notarized copy of the documents listed in section 6 subsection 1 numbers 1 and 2.

(3) The regulations on admission and enrollment of the University of Mannheim remain unaffected.

Section 6 Admission Requirements for the Doctoral Program

(1) Admission for the doctoral program in Social Sciences at the CDSS with the tracks in Political Science, Psychology and Sociology is possible for applicants when they fulfill the following admission requirements:

1. Hold a degree in a research-oriented master's program or in a different program in accordance with section 38 subsection 3 sentence 1 numbers 2 and 3 of the Act on Higher Education of the Land of Baden-Württemberg (Landeshochschulgesetz, LHG) in a field of study that corresponds to the chosen track (Political Science, Psychology or Sociology), or hold a degree recognized as equivalent from a German or foreign higher education institution or an officially recognized public university of cooperative education (Berufsakademie). As an exception to sentence 1, admission to the doctoral program is also possible for particularly qualified graduates of a bachelor's program or a state examination in a field of study that corresponds to the chosen track (Political Science, Psychology or Sociology) if, in addition to the first degree, the student has completed another study program in the respective field of study corresponding to at least four semesters (full-time) or equivalent and if they are among the best ten percent of all graduates of their examination period or examination date of this study program. Sentence 2 applies accordingly to particularly qualified graduates of a Diplom program of a university of applied sciences, a public university of cooperative education (Berufsakademie) or of the Notarakademie Baden-Württemberg. The final grade of the degree according to sentences 1 to 3 shall be at least "good" ("gut"). The admission and examination committee decides whether or not a degree or a qualification is considered equivalent or comparable and thus meets the admission requirements. For the recognition of foreign degrees, the recommendations of the Standing Conference of the Ministers of Education and Cultural Affairs as well as agreements within the scope of the cooperations between universities are to be taken into account. In cases of doubt, the Central Office for Foreign Education (Zentralstelle für ausländisches Bildungswesen - ZAB) is consulted.
2. Demonstrate academic capacity to perform in-depth, scientific research, which gives reason to expect that the doctoral student is particularly qualified to write a high-profile dissertation. To assess whether or not the students have sufficient academic capacity, they are to provide the following:
 - a. a letter of motivation in English in which they explain why they decided to apply for a doctoral program in general and for this specific doctoral program at the CDSS. Furthermore, the student's expectations, personal career goals and research interests as well as the connection between their first degree and the chosen doctoral degree are to be stated;
 - b. an academic essay written by the applicant in English of a length which is appropriate for the topic and up to 10 pages;
 - c. the student's academic vita, in particular the final grade and subject-specific grades of the completed study program according to number 1;
 - d. at least one standardized letter of recommendation proving the student's qualification and

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potential to complete a doctoral program by a university teacher, who is able to judge the academic capacity of the applicant.

- e. proof of the student's professional fit;
- f. proof of excellent English proficiency; in order to prove English proficiency, the applicant must provide the following:
 - aa. proof of successful completion of a study program with English as language of instruction and examination; if the student has not completed a corresponding study program;
 - bb. the following test results can serve as proof of English proficiency:
 - aaa. Certificate of the Test of English as a Foreign Language Internet Based Test (TOEFL iBT) with a score of at least 100 points;
 - bbb. Certificate of the Test of English as a Foreign Language Paper Based Test (TOEFL PBT) with a score of at least 600 points;
 - ccc. The International English Language Testing System - Academic Test (IELTS) examination is accepted with a band score of 7.0 or better (academic modules);

Only test results obtained no more than five years prior to the deadline in accordance with section 4 are recognized as proof. Any other type of documents serving as proof of the applicants English proficiency are only considered sufficient if these can be recognized as equivalent.

g. the results of an additional selection interview in case the academic capacity of the applicant cannot be evaluated on the basis of the documents according to letters a to f. The applicant is invited to an interview by the admission and examination committee or a member of the CDSS teaching staff assigned by the admission and examination committee, in particular the potential mentor of the applicant. The interview takes place in person or via video conferencing and takes approximately 20 minutes.

3. Submit the application in due time and form.

(2) If applicants do not hold a degree as defined in subsection 1 number 1 before the application deadline passes as not all examinations have been completed, they may still apply for the doctoral program at the CDSS provided that their results achieved to date indicate that the degree will be completed before the doctoral program begins, and the overall grade needed for admission to the program will be achieved. Proof of the credits earned before the application are to be submitted within the application period. In such cases, admission is to be granted on the condition that proof of obtaining the degree as defined in subsection 1 number 1 is submitted before the doctoral program begins, and at the very latest before 1 December of the year the applicant is admitted to the program (definitive deadline). If proof is not provided in due time, admission to the program is not possible and the spot in the doctoral program is rescinded.

(3) Proof of English proficiency may be submitted until 1 December of the year the applicant is admitted to the program (cutoff date). In such cases, admission is to be granted on the condition that proof is submitted in due time. If proof is not provided in due time, admission to the program is not possible and the spot in the doctoral program is rescinded, unless the deadline was exceeded due to reasons beyond the student's control. Upon request from the student, the admission and examination committee is to make the decision.

Section 7 Associated Members (CDSS Graduate Students)

(1) In order to support early-stage researchers, the CDSS can admit particularly qualified students of the master's programs in Political Science, Psychology or Sociology at the University of Mannheim to the doctoral program in Social Sciences at the CDSS as associated members (CDSS graduate students) provided that there is capacity available. The final degree of the applicants first study program must be at least “good” (“gut”), the average grade of the credits earned up to the date of the application must also be at least “good” (“gut”).

(2) The application for admission for the fall semester must be submitted to the CDSS administration by 15 June of each year (definitive deadline). Regarding the form of the application, section 6 subsection 1 applies under the condition that the criteria listed in number 2 letters d and f do not need to be proven.

(3) The regulations stated in section 6 apply to the admissions process in particular. To assess whether or not the students have sufficient academic capacity, they shall provide the following:

- a. a letter of motivation in which they explain why they decided to apply for a doctoral program in general and for this specific doctoral program at the CDSS. Furthermore, the student’s expectations, personal career goals and research interests as well as the connection between their first degree and the chosen doctoral degree are to be stated;
- b. an academic essay written by the applicant;
- c. the student’s academic vita, in particular the final grade and the subject-specific grades of the completed program that was required for the admission to the master's program;
- d. proof of the subject-specific grades in the ongoing master's program after the first year, provided that these are available by the date of the application.

(4) CDSS graduate students are authorized to register for courses and examinations of the GESS course program, usually at the CDSS, alongside their master's program (specific qualification courses). The person in charge of the respective track decides on admission to courses and examinations.(5) The rules outlined in the current version of the present Study Regulations apply to courses and examinations that a CDSS graduate student takes as part of the specific qualification courses. If a CDSS graduate student fails such an exam and does not have the option to re-sit, this does not affect the eligibility to take exams in the master's program in which the student is enrolled.

(6) Admission as CDSS graduate student does not imply subsequent admission to the doctoral program in Social Sciences at the CDSS. In order to be admitted to the doctoral program in Social Sciences at the CDSS as a doctoral student, CDSS graduate students also need to successfully pass the admissions process according to sections 3 to 6.

Section 8 Decisions on Admission to the Doctoral Program in Social Sciences at the CDSS and as CDSS Graduate Student

The admission and examination committee decides on the fulfillment of the admission requirements, particularly on whether an applicant’s academic capacity is sufficiently in line with section 6 subsection 1 number 2 and section 7 subsection 3. This decision is based on recommendations from the person in charge of the track. The person in charge of the track assesses the documents that are submitted as proof of academic capacity by the applicant.

III. Organization and Administration

Section 9 Admission and Examination Committee

(1) An admission and examination committee is formed at the CDSS for the doctoral program in Social Sciences with the tracks in Political Science, Psychology and Sociology. The committee is composed of the academic director of the CDSS, who is, at the same time, the person in charge of one of the three tracks, as well as the persons in charge of the other two tracks. All three members are university teachers at the School of Social Sciences and are eligible to vote.

(2) The academic director and one person in charge of each of the other tracks are appointed by the school council.

(3) The committee members' term of office is three years. All members can be reappointed. If the academic director retires from their position before the end of their term of office, a successor is appointed by the school council for the remaining term. If a person in charge of a track retires from their position before the end of their term of office, a successor is appointed by the school council for the remaining term.

(4) The academic director acts as chairperson for the duration of their term of office. The chair conducts the affairs of the admission and examination committee. In exceptional cases, the admission and examination committee can decide to appoint another member as chairperson.

(5) The admission and examination committee has a quorum if at least two of the members are present. Its decisions are based on a majority of votes. In the event of a tie, the vote of the chair is to decide the matter.

(6) Members of the admission and examination committee are obliged to exercise discretion. This obligation applies to facts and matters relating to admission and examinations,

1. that the members were informed about in a non-public meeting and/or that happened to be discussed,
2. that are to be kept secret by law,
3. that were ordered or decided to be kept secret for the public good or in order to protect the legitimate interests of an individual,
4. or that are to be kept secret by their nature.

The obligation to exercise discretion continues after the term of office ends and includes discussion-related documents.

Section 10 Responsibilities of the Admission and Examination Committee

(1) The admission and examination committee makes all decisions regarding these Study Regulations if no other entity is responsible. The committee enforces the Study Regulations. It may entrust the chair with certain tasks that it is normally in charge of:

1. Appointment of examiners and observers,
2. Decisions on the recognition of coursework and examinations,
3. Decisions on the approval of reasons for de-registration or absence,
4. Decisions on disadvantage compensations,
5. Decisions on the extension of deadlines,
6. Decisions on breaches of procedure,
7. Declaring the exceeding of an examination deadline.

- (2) The members of the admission and examination committee have the right to be present during examinations.
- (3) The admission and examination committee and its chair are supported by the CDSS administration.

Section 11 Responsibilities of the CDSS Administration

- (1) The CDSS administration is in charge of the organization of the selection process for the doctoral program in Social Sciences at the CDSS and for CDSS graduate students as well as the examinations within the three tracks of the doctoral program. The dean's office of the School of Social Sciences is in charge of administering the doctoral process.
- (2) In particular, the CDSS administration is responsible for:
 1. determining and announcing registration deadlines for courses,
 2. registering students for mandatory courses,
 3. enforcing the deadlines specified in these Study Regulations,
 4. providing examination results to students, and
 5. producing and distributing certificates on coursework and examinations completed.

IV. Doctoral Program

Section 12 Beginning of the Program, Standard Period of Study, Program Structure (Course and Dissertation Stage)

- (1) The program starts in the fall semester of each year.
- (2) The period of study for the doctoral program, during which all examinations are to be successfully completed, totals six semesters (standard period of study).
- (3) The doctoral program consists of a course stage totaling two semesters, and a dissertation stage totaling four semesters. The student does not need to have finished the course stage before beginning the dissertation stage.
- (4) At the end of each academic year, the CDSS's "PhD Milestones" form is to be completed by the mentor as defined in section 13 subsection 1, or by the supervisor as defined in section 13 subsection 2. The "PhD Milestones" form documents the study progress and is to be submitted to the CDSS administration by the student.

Section 13 Supervision of the Students

- (1) A (junior) professor of the School of Social Sciences is assigned to each student as a mentor for the first year of the doctoral program at the CDSS.
- (2) At the start of the second year, the student must find a main supervisor for their dissertation project according to the Regulations and Procedures Governing the Doctoral Dissertation. Usually, the mentor

allocated to the student at the beginning of their doctoral program acts as supervisor for the dissertation project.

Section 14 Course Stage (Courses, Literature Review and Dissertation Proposal); Deadlines

(1) In the first two semesters, students are to consolidate and deepen the knowledge that is essential for the research work they want to dedicate themselves to. During the course stage, students must attend the mandatory and elective courses and pass the corresponding examinations for their chosen track (Political Science, Psychology or Sociology) as determined in the attachment and the latest version of the course catalog of the doctoral program at the CDSS. If reference is made in the attachments or course catalogs to other Study Regulations or Examination Regulations, the rules outlined in this document also apply.

(2) A course is a technical, topical and coherent unit of instruction. (4) Courses which are listed in the attachments as mandatory for the chosen track must be attended.

(3) At the end of the first semester, a literature review that serves as a basis for the prospective dissertation project is to be written and counts as an examination. The literature review is to be submitted to the mentor electronically no later than 31 January (examination deadline) unless the student is not responsible for exceeding this deadline.

(4) By the end of the second semester, the student has to provide a written dissertation proposal (Examination Dissertation Proposal). The dissertation proposal is to be submitted to the mentor no later than 15 June (examination deadline) unless the student is not responsible for exceeding this deadline. The assessment and justification is to be submitted by the examiner to the admission and examination committee and to the CDSS administration.

(5) If the literature review or the dissertation proposal is not submitted in due time, the respective coursework is to be graded as “failed” or “5.0” (“nicht ausreichend”) and the admission and examination committee must notify the student, in writing, that they have exceeded the deadline; the student loses their eligibility to take the exam in accordance with section 38 subsection 2 sentence 5 clause 2 in combination with section 32 subsection 5 sentence 3 (alternative 2) LHG.

Section 15 Required Coursework during the Course Stage; Language of Instruction and Examination

(1) During the course stage of the doctoral program, coursework and examinations total at least 74 ECTS credits and are obtained in line with the structure of each track:

1. Political Science track
 - a. Module Basic and Preparatory Courses [BAS] 4 ECTS credits
 - b. Module Political Science Courses [POL] at least 6 ECTS credits
 - c. Module Methods [MET] 36 ECTS credits
 - d. Module Research Skills [RES] at least 12 ECTS credits
 - e. Module Dissertation [DIS] 16 ECTS credits

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2. Psychology track
 - a. Module Basic and Preparatory Courses [BAS] 4 ECTS credits
 - b. Module Psychology Courses [PSY] at least 12 ECTS credits
 - c. Module Methods [MET] 30 ECTS credits
 - d. Module Research Skills [RES] at least 12 ECTS credits
 - e. Module Dissertation [DIS] 16 ECTS credits

3. Sociology track
 - a. Module Basic and Preparatory Courses [BAS] 4 ECTS credits
 - b. Module Sociology Courses [SOC] at least 12 ECTS credits
 - c. Module Methods [MET] 30 ECTS credits
 - d. Module Research Skills [RES] at least 12 ECTS credits
 - e. Module Dissertation [DIS] 16 ECTS credits

The track is chosen at the time of application. The detailed rules and regulations on the required ECTS credits for each track are specified in the attachment. One ECTS credit corresponds to a workload of 30 hours.

(2) Courses within the modules are held in English. Sentence 1 applies to the completion of examinations in these courses accordingly.

Section 16 Dissertation Stage; Required Coursework

(1) The dissertation stage begins when students write their dissertation, and ends with the completion of the doctorate in accordance with the Regulations and Procedures Governing the Doctoral Dissertation to Earn a Doctoral Degree in Social Sciences at the University of Mannheim.

(1) In each of the four semesters, the students must complete the course “CDSS Workshop” from the module Research Skills [RES] of the chosen track as well as the course “Research Colloquium” and they must pass the corresponding examinations, obtaining 16 ECTS credits in total.

Section 17 Changing Tracks

(1) A self-initiated change to a different track of the doctoral program in Social Sciences at the CDSS is possible, if a written request is submitted, provided that no academic reasons and especially the academic capacity for the new track does not suggest otherwise.

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(2) If a request in line with subsection 1 is approved, examinations in courses of the student's former track that correspond with courses in the new track according to the attachment,

1. which have already been passed and graded;
2. which have not yet been passed, but for which the student is registered (previous examination attempts included),

are transferred to the new track by virtue of office. Section 20 remains unaffected. Examination processes for examinations according to sentence 1 number 2 must be completed. Examination processes for examinations in courses, which, according to the attachment, do not correspond with courses in the new track (additional courses), are terminated upon approval of the track change request, unless the student wants them to continue. Additional courses are also indicated on the examination certificate.

Section 18 Studies Abroad

As of the second year, students may continue their track at a partner university. The academic director decides about this upon request from the student.

V. Examinations

Section 19 – Examiners and Observers

(1) Only university teachers, auxiliary professors (außerplanmäßige Professoren), honorary professors and senior academic staff members (Privatdozenten) as well as those academic members of staff who have been appointed by the President's Office in accordance with section 52 subsection 1 sentences 5 and 6 LHG are authorized to administer examinations. A person may only function as an observer if they have at least successfully completed a doctorate in the field that the examination relates to.

(2) The admission and examination committee appoints examiners and observers.

(3) For oral examinations, the responsible examiner must bring in a person familiar with the field of study as secretary to take the minutes. The secretary may act as an observer at the same time.

(4) Usually, the teacher who is responsible for each course is appointed as examiner. The admission and examination committee decides on exceptions.

(5) Every examiner may make use of one or several assistants for the correction of examinations; the examiner ensures competent evaluation.

(6) Examiners and observers are obliged to exercise discretion in accordance with section 9 subsection 6.

Section 20 – Recognition of Coursework and Examinations

(1) Coursework and examinations as well as periods of study obtained in other degree courses at official or officially recognized higher education institutions in Germany or abroad as well as at public universities of cooperative education (Berufsakademien) of the Federal Republic of Germany are recognized, provided there is no significant difference between the competences obtained and the coursework or examinations.

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(2) For the recognition of coursework, examinations and periods completed abroad, agreements between the Federal Republic of Germany and other countries need to be taken into account, such as agreements on equivalencies in higher education (equivalency agreements) and agreements within the framework of university partnerships and double degree programs (cooperation agreements). Furthermore, in cases of doubt regarding the equivalency of qualifications, the Central Office for Foreign Education (Zentralstelle für ausländisches Bildungswesen - ZAB) can be consulted.

(3) Skills and qualifications obtained outside of the higher education sector are to be recognized if

1. the requirements for admission to a higher education institution are fulfilled at the time of recognition,
2. the skills and qualifications to be recognized are equivalent to the coursework and examinations to be substituted in terms of content and level, and
3. the criteria for recognition were examined as part of an accreditation.

For recognition, the applicants have to prove that the competences they acquired outside of the higher education sector are comparable to the coursework to be substituted in terms of content and level. For the decision on the recognition, the form of instruction is to be considered as well. Skills and qualifications obtained outside of the higher education sector may substitute 50 percent of the master's program at most. The regulations for the recognition of coursework and examinations at public universities of cooperative education (Berufsakademien) in Germany remain unaffected.

(4) Upon written request, the admission and examination committee decides on the recognition. It is the student's responsibility to provide the examination committee with the necessary documents for the recognition of coursework and examinations.

(5) If credits are recognized and the grading systems are similar, the grades are to be transferred according to these Examination Regulations and must be considered for the calculation of the final grade. For the conversion of credits acquired abroad, the admission and examination committee can pass general regulations within the legal framework in order to guarantee a uniform conversion procedure. If conversion is impossible because the grading systems differ or the coursework was not graded, it is simply considered and marked "passed". In this case, the coursework or examination will not be included in the final grade. The recognition is indicated in the degree certificate and in the Transcript of Records.

(6) In case students take part in an examination for their doctoral program at the University of Mannheim even though they already obtained the respective qualification elsewhere, they automatically waive the right to have the previous qualification recognized.

Section 21 General Information

(1) The examinations that must be completed as part of the track, excluding the dissertation proposal and the literature review, are assigned to the individual courses. The composition of the examinations as well as the type, form, scope and duration of the particular coursework and examinations are stipulated in the attachment for mandatory examinations and in the Statutes mentioned in the attachment in connection with the corresponding course/module catalog for elective examinations.

(2) An examination as defined in these Examination Regulations usually involves completing one or several tasks. (5) Examinations or pieces of coursework which have to be successfully completed as a requirement for admission to an examination (required preliminary coursework) as well as additional admission requirements can be defined in the course catalog.

(3) Written examinations serve to prove the student's ability to solve a problem by independently applying the common methods of the field in a limited period of time and with a limited amount of authorized material.

(4) The examiner determines the authorized material and informs the students about it using appropriate means in due time before the examination.

Section 22 Course Registration, Exam Registration, Exam Admission; Examination dates

- (1) Registration is obligatory for all courses. During the doctoral program, the student is automatically registered for mandatory courses in the respective semesters as stipulated in the attachment. If the chosen track also includes elective courses, students must ensure they register for the courses.
- (2) Registration for a course includes the registration for the corresponding examination in a semester, except if the students inform the CDSS administration at the time of registration that they only want to take part in the course but not in the examination. If a student fails a first attempt at an examination and if the student is eligible for a further examination attempt or the attempt has been deemed not taken, the examiner and the student decide if the student will be automatically registered for another attempt for the same examination in the same semester (second attempt) or if the next attempt is to be taken in the scope of the next offered course. In the latter case, the student will be automatically registered for the first attempt.
- (3) By providing the coursework in form of the literature review and the dissertation proposal, the student is registered bindingly for these examinations.
- (4) The student must register before the deadlines set by the CDSS administration. The CDSS administration may extend the registration period (late registration). Students may withdraw from a course once the registration period has closed and before the first third of the respective course has taken place. Once the withdrawal period has closed, registration for an examination attempt is binding.
- (5) Students are only admitted to an examination if they
 - 1 are enrolled in the doctoral program in Social Sciences at the CDSS and if the examination is part of their chosen track,
 2. meet the requirements for the examination in question, having successfully completed any preliminary coursework, and
 3. have not lost their eligibility to take examinations in this subject or in another Diplom, Magister, bachelor's or master's program in a similar field of study.

Section 23 Types and Forms of Coursework and Examinations

- (1) Examinations and coursework are described as follows:
 1. Examinations (PL) as defined in these Study Regulations are individual tasks that are assessed by the examiner with a grade in line with section 26 subsection 2.
 2. Coursework (SL) as defined in these Study Regulations is an individual task that is assessed by the examiner as either "passed" or "failed".
- (2) The types and forms of coursework and examinations are usually as follows:
 1. written tasks in the form of exams, term papers, essays, articles, summaries, book reviews, conference proposals, final theses (final papers), dissertation proposal, literature review;
 2. oral tasks in the form of oral exams, presentations, discussions, participation.

Section 24 Oral Examinations

- (1) Oral examinations are usually conducted by an examiner as an individual assessment; as a rule, oral examinations must last at least 15 and no more than 90 minutes per candidate. In exceptional cases, oral examinations can be conducted as a group assessment; it must be ensured that each candidate is assessed for at least 15 minutes and no more than 90 minutes. Regarding sentence 2, the examiner makes a decision.

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The student can submit a written request asking for the presence of a competent observer in line with section 19 subsection 1 sentence 2. The request is to be submitted to the admission and examination committee in due time before the examination in question begins. Observers have an advisory role in the examination processes.

(3) Minutes from the examination (Ergebnisprotokoll) are to be taken during the main course of the examination discussion. The result from this examination, which is to be given to the student immediately after its completion, is to be recorded in the minutes. The minutes are to be signed by the examiner, the secretary and, in accordance with subsection 2, by the observer, and to be put on file.

Section 25 Written Examinations

(1) Written examinations must last at least 45 and no more than 120 minutes.

(2) Written tasks can be conducted in the form of multiple-choice examinations partly or throughout. Should an examination be conducted as multiple-choice throughout, the tasks must allow for reliable examination results. When designing the examination, the examiner must determine which answers are accepted as correct and how the scoring system works. If, during the assessment of the examination, it turns out that single exercises do not lead to reliable results, they must not be considered for the calculation of the examination's result. The minimum passing score is to be adjusted accordingly; lowering the passing score must not have negative implications for candidates. The examination is passed if students achieve at least the minimum passing score determined before the exam; if students do not achieve the minimum passing score, they might still pass the exam provided their performance was good enough to be among the set minimum rate of students that will pass the exam regardless of the results (pass rate; pass rate + failure rate = 100%). If the examination is only partly multiple-choice, the regulations of this section apply to that part respectively.

(3) Each written examination must be recorded in the minutes by the examination supervisor. The minutes have to be signed and filed unless the type of examination is not suitable for minutes.

(4) According to the rules of the School of Social Sciences, the admission and examination committee and examiners are allowed to use software recommended by the School to detect plagiarism in term papers and similar work. For the grading of their work, students must submit a digital data file and a hard copy of their work to the examiners. In accordance with section 3 subsection 6 of the Data Protection Act of the Land of Baden-Württemberg, the work must be anonymized before using the plagiarism software. When submitting coursework as defined in sentence 1, students must submit the following signed declaration:

“Hiermit versichere ich, dass diese Arbeit von mir persönlich verfasst wurde und dass ich keinerlei fremde Hilfe außer der angegebenen in Anspruch genommen habe. Ebenso versichere ich, dass diese Arbeit oder Teile daraus weder von mir selbst noch von anderen als Leistungsnachweise andernorts eingereicht wurden. Wörtliche oder sinngemäße Übernahmen aus anderen Schriften und Veröffentlichungen in gedruckter oder elektronischer Form sind gekennzeichnet. Sämtliche Sekundärliteratur und sonstige Quellen sind nachgewiesen und in der Bibliographie aufgeführt. Das Gleiche gilt für graphische Darstellungen und Bilder sowie für alle Internet-Quellen. Ich bin ferner damit einverstanden, dass meine Arbeit zum Zwecke eines Plagiatsabgleichs in elektronischer Form anonymisiert versendet und gespeichert werden kann. Mir ist bekannt, dass von der Korrektur der Arbeit abgesehen werden kann, wenn diese Erklärung nicht abgegeben wird.“

"I hereby declare that the paper presented is my own work and that I have not called upon the help of a third party except otherwise indicated. In addition, I affirm that neither I nor anybody else has submitted this paper or parts of it to obtain credits elsewhere before. I have clearly marked and acknowledged all quotations or references that have been taken from the works of others. All secondary literature and other sources are marked and listed in the bibliography. The same applies to all charts, diagrams and illustrations as well as to all Internet resources. Moreover, I consent to my paper being electronically stored and sent anonymously in

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order to be checked for plagiarism. I am aware that if this declaration is not made, the paper may not be graded."

Section 26 Assessment of Examinations; Calculation of Grades

(1) According to section 22 subsection 1, the grades for individual examinations and coursework are determined by the respective examiner.

(2) The following grades may be assigned:

<i>Numerical Value</i>	<i>Grade</i>	<i>Explanation</i>
1.0 or 1.3	very good ("sehr gut")	an excellent performance
1.7; 2.0 or 2.3	good ("gut")	a performance which substantially exceeds the average requirements
2.7; 3.0 or 3.3	satisfactory ("befriedigend")	a performance corresponding to the average requirements
3.7 or 4.0	fair ("ausreichend")	a performance which, in spite of its flaws, suffices to meet the requirements
5.0	failed ("nicht ausreichend")	a performance which does not meet the requirements due to considerable flaws

(3) If an examination comprises only one component, the overall examination grade equals the grade of the component.

(4) If an examination comprises several components, the overall examination grade equals the grade closest to the weighted average grade calculated using the grades of the components. The weighted average grade is calculated to one decimal place; all further decimal places are excluded without rounding. The examination grades according to their weighted average are:

- 1.0 up to and including 1.1 = 1.0
- from 1.1 up to and including 1.5 = 1.3
- from 1.5 up to and including 1.8 = 1.7
- from 1.8 up to and including 2.1 = 2.0
- from 2.1 up to and including 2.5 = 2.3
- from 2.5 up to and including 2.8 = 2.7
- from 2.8 up to and including 3.1 = 3.0
- from 3.1 up to and including 3.5 = 3.3
- from 3.5 up to and including 3.8 = 3.7
- from 3.8 up to and including 4.0 = 4.0

If the grade calculated in accordance with sentences 1 and 2 equals 4.1 or worse, the grade 5.0, "failed", is awarded. The examiner determines the weighting of individual examination components for the calculation of the examination grade, and provides details of this in a suitable manner at the beginning of the course.

(5) The course grade equals the examination grade.

Section 27 Passing Examinations and Courses, Obtaining ECTS Credits

- (1) An examination comprising only one component is passed where the grade 4.0, “fair”, or better is awarded.
- (1) An examination comprising only one component is passed where this component is graded “passed”.
- (2) An examination comprising several components is passed if the examination grade calculated in line with section 26 subsection 4 equals 4.0, “fair”, or better. (1) An examination comprising several components is passed where all components are graded “passed”.
- (3) A course is passed if the respective examination is passed.
- (4) The course examination must be passed for ECTS credits to be awarded.

Section 28 Failing and Retaking Examinations; Failing the Final Examination Attempt

- (1) An examination comprising only one component is not passed if the component is graded 5.0, “failed”, or coursework is graded “failed”. An examination comprising several components is not passed if the examination grade calculated in line with section 26 subsection 4 equals 5.0, “failed”.
- (2) Failed examinations may generally be retaken once.
- (3) When retaking an examination consisting of several components, all examination components are to be retaken.
- (4) The failure of an examination is final if the last available attempt at the examination was not passed. (2) If a student fails their final attempt at one of the mandatory examinations, the admission and examination committee notifies them, in writing, that the respective mandatory examination has been failed and cannot be re-taken; the student loses their eligibility to take exams in accordance with section 38 subsection 2 sentence 5 clause 2 in combination with section 32 subsection 5 sentence 3 (alternative 1) LHG. (4) If the student fails their final attempt at an elective examination, the admission and examination committee does not issue a notification; the student does not lose their eligibility to take exams in accordance with section 38 subsection 2 sentence 5 clause 2 in combination with section 32 subsection 5 sentence 3 (alternative 1) LHG. The student can register for another available elective course independently.
- (5) It is not possible to retake an examination that has already been passed.

Section 29 – Breaches of Procedure

- (1) The admission and examination committee may remedy disturbances of the examination procedure or other breaches of procedure by virtue of office or upon request from a student by deciding on appropriate measures or orders. In particular, the admission and examination committee may order that the examination be retaken by all or by individual students or, in case the principle of equal opportunities was violated, grant an extension or impose another appropriate measure of compensation.
- (2) Any disturbances are to be reported immediately by the affected student during a written or oral examination:
 1. in case of a written examination to the supervisor,
 2. in case of an oral examination to the examiner and
 3. in case of any other type of examination to the responsible examiner.

Any other kinds of breaches of procedure are to be reported by the affected student in due time as soon as the student acknowledges a particular breach of procedure. The reports according to sentences 1 and 2 are to be entered into the examination minutes. If the disturbances of the examination procedure or any other kind of

breaches of procedure relevant to the evaluation of the respective examination are not reported in due time, they are deemed insignificant.

(3) If the admission and examination committee did not take measures of compensation in accordance with subsection 1 for a disturbance that occurred during an examination and was reported without delay or for other breaches of procedure, or those measures were inadequate, the student must address their request for the necessary measures of compensation to the admission and examination committee in writing immediately after the examination. If the examination consisted of several parts, the request must be made immediately after the relevant part of the examination. The request must not contain any conditions. If the disturbances of the examination procedure or any other kind of breaches of procedure relevant to the evaluation of the respective examination are not reported in due time, they are deemed insignificant.

Section 30 Access to Examination Records

(1) Provided that the examination papers have not been returned to the respective student, they must be granted access to their written examinations upon written request submitted within an appropriate period of time. This includes dissertation proposals, the examiner's assessment (along with their comments if relevant for the type of examination), and the minutes of each examination.

(2) The request must be submitted to the CDSS administration within one year of having received the result of the respective examination. The authority that permits access to examination records (the chair or CDSS administration) determines when and where this is possible.

Section 31 Extension of Examination Deadlines

(1) The examination deadlines as well as the deadlines to complete coursework are to be extended by the admission and examination committee upon written request from a student, which is submitted in due time, if the respective student is in need of an extension due to special conditions they are not responsible for. The examination committee grants individual extensions based on case by case decisions.

(2) In particular, this applies to students

1. with children, or
2. with a relative in need of care within the meaning of section 7 subsection 3 of the Caregiver Leave Act (PflegerZG), and
for students
3. with a disability, or
4. with a chronic illness

if the situation resulting from the aforementioned special conditions requires an extension of the examination deadlines. The same applies to students who are eligible for periods of protection in accordance with section 3 subsection 1 and 2 of the Maternity Protection Act (MuSchG).

(3) A request in accordance with subsection 1 must be promptly submitted as soon as the student is aware of the circumstances demanding an extension of examination deadlines. If the request is not made in due time in accordance with sentence 1, the extension is only to be granted if additional requirements according to section 32 of the Administrative Procedure Act of Baden-Württemberg (LVwVfG) are met.

(4) The student requesting the extension is responsible for producing adequate proof. If there are significant changes to the personal situation of the student, particularly any changes that would result in a lapse of

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entitlement to the extension, the student is obliged to inform the admission and examination committee without delay.

(5) The extension of deadlines to take examinations, re-sit examinations or complete coursework must not exceed a total of two semesters in any case. This applies provided that there are no legal regulations indicating otherwise.

(6) The extension of examination deadlines, the preparation period and submission deadlines for coursework, particularly term papers, are not covered by the subsections listed above. The option of requesting disadvantage compensation in accordance with section 32 remains unaffected.

(7) When calculating the examination deadlines, section 32 subsection 6 LHG must be taken into consideration.

Section 32 – Disadvantage Compensation

(1) If students, as a result of a special condition or situation within the meaning of section 31 subsection 2, cannot take the respective examination or complete a piece of coursework, in particular due to the form of examination, they can request disadvantage compensation. Students are obliged to submit the request for disadvantage compensation in due time and in writing. In coordination with the respective examiners, the admission and examination committee grants the appropriate disadvantage compensation in order to adhere to the principle of equal opportunities. Disabled students or students with a chronic illness must submit their request for disadvantage compensation to the commissioner and counselor for disabled students and students with chronic illnesses. The admission and examination committee is obliged to take the recommendation of the commissioner and counselor for disabled students and students with chronic illnesses into account in their decision making process.

(2) A request in accordance with subsection 1 is to be submitted in due time before beginning the relevant coursework or examination. If the request is not made in due time, the extension is only to be granted if additional requirements according to section 32 of the Administrative Procedure Act of Baden-Württemberg (LVwVfG) are met. If students fail to submit the request for disadvantage compensation in due time, in accordance with sentences 1 or 2, the special circumstances will not be considered for the evaluation of the respective coursework or examination. The possibility to withdraw or de-register from an examination or piece of coursework with a valid reason remains in effect.

(3) It is the student's responsibility to provide sufficient proof of their special circumstances upon filing the request for disadvantage compensation. If there are significant changes to the special circumstances of the student before or during the claim for disadvantage compensation, particularly any changes that would result in a lapse of entitlement to disadvantage compensation, the student is obliged to inform the admission and examination committee without delay and in writing.

Section 33 De-registration and Absence

(1) If a valid reason, especially illness, prevents students from entirely or partially taking an examination, they may request the approval of the reasons for de-registration or withdrawal. If an examination comprises several components, a request as outlined in sentence 1 can only be submitted for the examination as a whole.

(2) The request is to be submitted immediately without undue delay, in written form, to the CDSS administration; the admission and examination committee decides on the approval of the request. The student seeking approval is responsible for producing adequate proof. If the student is ill, they are to submit a medical certificate to the CDSS administration. This certificate must include the medical diagnosis which confirms that the student is not able to take the examination. If the student has a child who is sick, or a relative who is in need of care, proof of this responsibility is to be submitted.

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- (3) The approval of the request is ruled out if the examination result has been published, unless valid proof could not be provided earlier by the student due to reasons beyond their control.
- (4) Should the student not be able to take a mandatory examination for which they are registered due to a period of study at a university abroad, this, in particular, will be recognized as a valid reason.
- (5) If the student took an examination whilst being aware of an illness or on the basis of negligent lack of knowledge of an illness, de-registration for this reason cannot be approved. In particular, the criteria for negligent lack of knowledge are met if the student did not react to symptoms of health problems as soon as possible.
- (6) If a request for de-registration is approved, the examination must be deemed not taken and it will be mandatory for the student to register for the next possible examination date.
- (7) If a request for de-registration is not approved, the request must be deemed not made. In this case, the examiner grades an examination handed in by the student in due time; if the student did not hand in an examination in due time, the examination will be graded "failed" (5.0, "nicht ausreichend").
- (8) The student may de-register from so-called required preliminary coursework, which is coursework that needs to be completed for admission to an examination, without providing proof of a valid reason. In such cases, admission to the examination must be ruled out for the semester in question, unless, upon request from the student, the examiner responsible allows the completion of different preliminary coursework as an alternative. The request is to be granted if, upon consideration, the significance of preliminary coursework is relative to the reasonable interests of the student. Section 32 remains unaffected.

Section 34 Certificate

- (1) Following completion of the doctoral dissertation, the student receives a certificate confirming successful participation in the doctoral program in Social Sciences at the CDSS in the chosen track which is signed and issued by the CDSS administration. All completed and failed courses, the grades and number of ECTS credits obtained are stated on the certificate.
- (2) The certificate serves as proof of successful participation in a doctoral program as defined in the Regulations and Procedures Governing the Doctoral Dissertation and is to be included with the written request to obtain a doctoral degree.

Section 35 Cheating and other Misconduct

- (1) If the student manipulates or tries to manipulate their examination by cheating or using unauthorized resources or by influencing the examiner or supervisor in favor of themselves or a third person, the respective examination or further examinations may be graded "failed" or the student may be excluded from the examination depending on the severity of violation. In especially severe cases, the student is to be excluded without the option to retake the examination. It is also considered cheating if coursework or examinations contain quotations or references from the works of others which have not been indicated as such by the student.
- (2) If a student tries to have coursework and/or examinations completed abroad recognized on the basis of false information, the coursework or examinations they are to substitute are graded "failed". In case of mandatory courses, the coursework or examinations to be substituted must be submitted or taken on the next possible date at the University of Mannheim.
- (3) A student who violates the examination regulations severely, in particular, if they disturb the proper course of an examination, may be excluded from the examination by the examiner or the supervisor. In such cases, the relevant coursework or examination is graded "failed". In serious cases, the admission and examination committee may exclude the candidate from taking further examinations.

VI. Final Provisions

Section 36 Commencement; Scope; Transitional Regulations

(1) These Study Regulations become effective on 1 August 2019. The study regulations only apply to students who study as of the fall semester 2019/2020 in the first or in a higher semester in the doctoral program in Social Sciences at the Center for Doctoral Studies in Social and Behavioral Sciences (CDSS) at the University of Mannheim according to the Examination Regulations of 4 June 2019 (Bulletin of the President's Office (Amtliche Bekanntmachung des Rektorats, BekR) No. 14/2019 of 11 June 2019, pp. 74 et seqq.).

(2) The study regulations for the doctoral program in Social Sciences at the Center for Doctoral Studies in Social and Behavioral Sciences (CDSS) at the University of Mannheim (Bulletin of the President's Office (Amtliche Bekanntmachung des Rektorats, BekR) No. 13/2013, pp. 7 et seqq.), last amended on 15 May 2013, cease to be effective with the commencement of these study regulations. The study regulations further apply to students who have started their doctoral program in social sciences at the Center for Doctoral Studies in Social and Behavioral Sciences (CDSS) at the University of Mannheim before the commencement of these study regulations. These students can complete their studies according to the regulations valid for them.

Article 2 of the first amendment of 10 December 2019 stipulates:

This amendment becomes effective the day after its announcement in the Bulletin of the President's Office (Bekanntmachungen des Rektorats) of the University of Mannheim.

Article 2 of the second amendment of 10 June 2022 stipulates:

This amendment becomes effective the day after its announcement in the Bulletin of the President's Office (Bekanntmachungen des Rektorats) of the University of Mannheim.

Subject-specific attachments

List of Abbreviations

BAS:	Module Basic and Preparatory Courses [BAS]
CDSB:	Center for Doctoral Studies in Business
CDSE:	Center for Doctoral Studies in Economics
CDSS:	Center for Doctoral Studies in Social and Behavioral Sciences
DIS:	Module Dissertation [DIS]
FSS:	Spring semester
GESS:	Graduate School of Economic and Social Sciences
HWS:	Fall semester
MET:	Module Methods Courses [MET]
P:	Mandatory course
PL:	Examination
POL:	Module Political Science Courses [POL]
PSY:	Module Psychology Courses [PSY]
RES:	Module Research Skills
SL:	Coursework
SOC:	Module Sociology Courses [SOC]
W:	Elective course

A. Political Science Track

Semester and course overview including examinations

First Semester		Module	Course	Coursework (Composition and Type)	ECTS Credits
Fall Semester	P	[BAS]	Mathematics for Social Scientists	SL - one piece of coursework (written): Exam (120 min.)	2
	P	[BAS]	Current Research Perspectives	SL - one piece of coursework (written): Essay	2
	P	[MET]	Crafting Social Science Research	PL - one piece of coursework (written): Draft of the dissertation proposal	6
	P	[MET]	Multivariate Analyses (lecture & tutorial)	PL - two pieces of coursework (written): two exams (90 min. each)	8
	P	[MET]	Game Theory (lecture & tutorial)	PL - two pieces of coursework (written): two exams (90 min. each)	8
	P	[DIS]	Literature Review	SL - one piece of coursework (written): Literature Review: Term paper	6
	P	[RES]	CDSS Workshop Political Science	SL - one piece of coursework (oral): Presentation incl. discussion	2
ECTS Credits for Mandatory Courses					34
Second Semester		Module	Course	Coursework (Composition and Type)	ECTS Credits
Spring semester	P	[MET]	Advanced Quantitative Methods (lecture & tutorial)	PL - seven pieces of coursework (written): six term papers and one article	8
	P	[DIS]	Dissertation Proposal Workshop	SL - two pieces of coursework (oral): Discussion of another proposal and presentation	2
	P	[MET]	Theory Building and Causal Inference	PL - one piece of coursework (written): Term paper	6
	P	[RES]	CDSS Workshop Political Science	SL - one piece of coursework (oral): Presentation incl. discussion	2
	P	[RES]	English Academic Writing	SL - four pieces of coursework (written): Abstract, book review, conference proposal, final paper	3
	P	[DIS]		PL - one piece of coursework (written): Dissertation proposal	8

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	W	[POL]	Elective courses from the course offer of "International Politics" and "Comparative Politics" of the master's program in Political Science or the course offer of the CDSS.	PL or SL ¹	at least 6
	W	[RES]	Bridge Course - Courses from another track of this doctoral program at the CDSS ² or of the doctoral programs at the CDSE ³ and CDSB ⁴	PL or SL ^{2, 3, 4}	at least 5
ECTS Credits for Mandatory Courses					29
Minimum Number of ECTS credits for Elective Courses					11
Third to Sixth Semester	Module s	Courses per Semester		Coursework (Composition and Type)	ECTS Credits
	P	[RES]	CDSS Workshop Political Science	SL - one piece of coursework (oral): Presentation incl. discussion	2
	P	[RES]	Research Colloquium		2
ECTS Credits for Mandatory Courses					4
In total 16					

¹ The available courses, the corresponding coursework and the number of ECTS credits are stipulated in the course catalog of the doctoral program in Social Sciences at the CDSS in combination with the joint Examination Regulations of the degree courses Master of Arts (M.A.) in Political Science and Master of Arts (M.A.) in Sociology of the School of Social Sciences of the University of Mannheim or the joint Examination Regulations of the degree courses Master of Science (M.Sc.) in Psychology of the School of Social Sciences of the University of Mannheim in their current version. If an examination or a piece of coursework must be completed for a course is determined in the Examination Regulations of the respective program.

² The courses available, the corresponding coursework and the number of ECTS credits can be found in the semester and course overview of the other tracks (attachments B and C).

³ The courses available, the corresponding coursework and the number of ECTS credits can be found in the current version of the Study Regulations for the doctoral program in Economics at the Center for Doctoral Studies in Economics (CDSE) at the University of Mannheim in combination with the current version of the CDSE's course catalog. If an examination or a piece of coursework must be completed for a course is determined in the Examination Regulations of the respective program.

⁴ The courses available, the corresponding coursework and the number of ECTS credits can be found in the current version of the Study Regulations for the doctoral program in Business at the Center for Doctoral Studies in Business (CDSB) at the University of Mannheim in combination with the current version of the CDSB's course catalog. If an examination or a piece of coursework must be completed for a course is determined in the Examination Regulations of the respective program.

B. Psychology Track

Semester and course overview including examinations

First Semester		Module	Course	Coursework (Composition and Type)	ECTS Credits
Fall semester	P	[BAS]	Mathematics for Social Scientists	SL - one piece of coursework (written): Exam (120 min.)	2
	P	[BAS]	Current Research Perspectives	SL - one piece of coursework (written): Essay	2
	P	[MET]	Crafting Social Science Research	PL - one piece of coursework (written): Draft of the dissertation proposal	6
	P	[DIS]	Literature Review	SL - one piece of coursework (written): Literature Review: Term paper	6
	P	[RES]	CDSS Workshop Psychology	SL - one piece of coursework (oral): Presentation incl. discussion	2
	W	[MET]	Classes on methodology from the course offer of the CDSS or the M.Sc. programs in Psychology, Political Science, and Sociology	PL or SL ¹	(at least 18) ⁵
	W	[PSY]	Elective courses from the course offer of Psychology at the CDSS or the M.Sc. program in Psychology	PL or SL ¹	(at least 12) ⁵
ECTS Credits for Mandatory Courses					18
Second Semester		Module	Course	Coursework (Composition and Type)	ECTS Credits
Spring semester	P	[DIS]	Dissertation Proposal Workshop	SL - two pieces of coursework (oral): Discussion of another proposal and presentation	2
	P	[MET]	Theory Building and Causal Inference	PL - one piece of coursework (written): Term paper	6
	P	[RES]	CDSS Workshop Psychology	SL - one piece of coursework (oral): Presentation incl. discussion	2
	P	[RES]	English Academic Writing	SL - four pieces of coursework (written): Abstract, book review, conference proposal, final paper	3
	P	[DIS]		PL - one piece of coursework (written): Dissertation Proposal	8

Non-Official Version

	W	[MET]	Classes on methodology from the course offer of the CDSS or the M.Sc. programs in Psychology, Political Science, and Sociology	PL or SL ¹	(at least 18) ⁵
	W	[PSY]	Elective courses from the course offer of Psychology at the CDSS or the M.Sc. program in Psychology	PL or SL ¹	(at least 12) ⁵
	W	[RES]	Bridge Course - Courses from another track of this doctoral program at the CDSS ² of of the doctoral programs at the CDSE ³ and CDSB ⁴	PL or SL ^{2, 3, 4}	at least 5
ECTS Credits for Mandatory Courses					21
Minimum Number of ECTS Credits for Elective Courses in the First and Second Semester					35
Third to Sixth Semester		Modules	Courses per Semester	Coursework (Composition and Type)	ECTS Credits
	P	[RES]	CDSS Workshop Psychology	SL - one piece of coursework (oral): Presentation incl. discussion	2
	P	[RES]	Research Colloquium		2
ECTS Credits for Mandatory Courses					4
					In total 16

¹ The available courses, the corresponding coursework and the number of ECTS credits are stipulated in the course catalog of the doctoral program in Social Sciences at the CDSS in combination with the joint Examination Regulations of the degree program Master of Arts (M.A.) in Political Science and Master of Arts (M.A.) in Sociology of the School of Social Sciences of the University of Mannheim or the joint Examination Regulations for the degree program Master of Science (M.Sc.) in Psychology of the School of Social Sciences of the University of Mannheim in their current version. If an examination or a piece of coursework must be completed for a course is determined in the Examination Regulations of the respective program.

² The courses available, the corresponding coursework and the number of ECTS credits can be found in the semester and course overview for the track (attachments A and C).

³ The courses available, the corresponding coursework and the number of ECTS credits can be found in the current version of the Study Regulations for the doctoral program in Economics at the Center for Doctoral Studies in Economics (CDSE) at the University of Mannheim in combination with the current version of the CDSE's course catalog. If an examination or a piece of coursework must be completed for a course is determined in the Examination Regulations of the respective program.

⁴ The courses available, the corresponding coursework and the number of ECTS credits can be found in the current version of the Study Regulations for the doctoral program in Business at the Center for Doctoral Studies in Business (CDSB) at the University of Mannheim in combination with the current version of the CDSB's course catalog. If an examination or a piece of coursework must be completed for a course is determined in the Examination Regulations of the respective program.

Non-Official Version

Students can choose if they want to complete the elective courses from the modules [MET] and [PSY] in their first or the second semester. In the first two semesters, students must pass examinations corresponding to at least 18 ECTS credits in the module [MET] and examinations corresponding to at least 12 ECTS credits in the module [PSY]. Instead of completing elective courses from the module [MET], students can complete elective courses from the module [PSY] corresponding to 6 ECTS credits; students then have to obtain fewer ECTS credits in total from the elective courses in the module [MET].

C. Sociology Track

Semester and course overview including examinations

First Semester		Module	Course	Coursework (Composition and Type)	ECTS Credits
Fall semester	P	[BAS]	Mathematics for Social Scientists	SL - one piece of coursework (written): Exam (120 min.)	2
	P	[BAS]	Current Research Perspectives	SL - one piece of coursework (written): Essay	2
	P	[MET]	Crafting Social Science Research	PL - one piece of coursework (written): Draft of the dissertation proposal	6
	P	[DIS]		SL - one piece of coursework (written): Literature Review: Term paper	6
	P	[RES]	CDSS Workshop Sociology	SL - one piece of coursework (oral): Presentation incl. discussion	2
	W	[MET]	Classes on methodology from the course offer of the CDSS or the M.Sc. programs in Sociology, Political Science, and Psychology	PL or SL ¹	(at least 18) ⁵
	W	[SOC]	Elective courses from the course offer of Sociology at the CDSS or the course offer of the module “Sociological Research Fields” of the M.Sc. program in Sociology	PL or SL ¹	(at least 12) ⁵
ECTS Credits for Mandatory Courses					18
Second Semester		Module	Course	Coursework (Composition and Type)	ECTS Credits
Spring semester	P	[DIS]	Dissertation Proposal Workshop	SL - two pieces of coursework (oral): Discussion of another proposal and presentation	2
	P	[MET]	Theory Building and Causal Inference	PL - one piece of coursework (written): Term paper	6
	P	[RES]	CDSS Workshop Sociology	SL - one piece of coursework (oral): Presentation incl. discussion	2
	P	[RES]	English Academic Writing	SL - four pieces of coursework (written): Abstract, book review, conference proposal, final paper	3

Non-Official Version

	P	[DIS]		PL - one piece of coursework (written): Dissertation Proposal	8
	W	[MET]	Classes on methodology from the course offer of the CDSS or the M.Sc. programs in Sociology, Political Science, and Psychology	PL or SL ¹	(at least 18) ⁵
	W	[SOC]	Elective courses from the course offer of Sociology at the CDSS or the course offer of the module “Sociological Research Fields” of the M.Sc. program in Sociology.	PL or SL ¹	(at least 12) ⁵
	W	[RES]	Bridge Course - Courses from another track of this doctoral program at the CDSS ² or of the doctoral programs at the CDSE ³ and CDSB ⁴	PL or SL ^{2, 3, 4}	at least 5
ECTS Credits for Mandatory Courses					21
Minimum Number of ECTS Credits for Elective Courses in the First and Second Semester					35
Third to Sixth Semester	Module s	Courses per Semester		Coursework (Composition and Type)	ECTS Credits
	P	[RES]	CDSS Workshop Sociology	SL - one piece of coursework (oral): Presentation incl. discussion	2
	P	[RES]	Research Colloquium		2
ECTS Credits for Mandatory Courses					4
					In total 16

¹ The available courses, the corresponding coursework and the number of ECTS credits are stipulated in the course catalog of the doctoral program in Social Sciences at the CDSS in combination with the joint Examination Regulations of the degree program Master of Arts (M.A.) in Political Science and Master of Arts (M.A.) in Sociology of the School of Social Sciences of the University of Mannheim or the joint Examination Regulations for the Master of Science (M.Sc.) in Psychology of the School of Social Sciences of the University of Mannheim in their current version. If an examination or a piece of coursework must be completed for a course is determined in the Examination Regulations of the respective program.

² The courses available, the corresponding coursework and the number of ECTS credits can be found in the semester and course overview for the track (attachments A and B).

³ The courses available, the corresponding coursework and the number of ECTS credits can be found in the current version of the Study Regulations for the doctoral program in Economics at the Center for Doctoral Studies in Economics (CDSE) at the University of Mannheim in combination with the current version of the CDSE’s course catalog. If an examination or a piece of coursework must be completed for a course is determined in the Examination Regulations of the respective program.

Non-Official Version

⁴ The courses available, the corresponding coursework and the number of ECTS credits can be found in the current version of the Study Regulations for the doctoral program in Business at the Center for Doctoral Studies in Business (CDSB) at the University of Mannheim in combination with the current version of the CDSB's course catalog. If an examination or a piece of coursework must be completed for a course is determined in the Examination Regulations of the respective program.

⁵ Students can choose if they want to complete the elective courses from the modules [MET] and [SOC] in their first or the second semester. In the first two semesters, students must pass examinations corresponding to at least 18 ECTS credits in the module [MET] and examinations corresponding to at least 12 ECTS credits in the module [SOC]. Instead of completing elective courses from the module [MET], students can complete elective courses from the module [SOC] corresponding to 6 ECTS credits; students then have to obtain fewer ECTS credits in total from the elective courses in the module [MET].