

## **Regulations of the Doctoral Commission Dr. rer. pol. governing the participation of members of the Examination Board in doctoral examinations via video conference**

As a general rule it is required that all members of the Examination Board must be present in person during the defense colloquium. As an exception it may be permitted that the rule concerning presence in person can be waived for an individual member of the Examination Board who shall then take part via video conference. Yet, the participation via video conference will only be permitted if there is a significant geographical distance of the member's location from the place of examination. This option is therefore not admissible for members who are based in Germany or in neighboring states of Germany.

Exceptions to the general rule are to be applied for in writing by the respective doctoral candidate with provision of detailed grounds for the need to make such an exception. In particular, the candidate has to explain how the respective member has so far been involved in the supervision process and to what extent personal meetings with the member who wants to participate via video conference have taken place during the dissertation process.

The Doctoral Commission shall reach an individual ruling in each case.

In the event such an application is approved, the following provisions in respect of the colloquium in question shall be mandatory:

1. Communication (transmission of image and sound) must be guaranteed flawless in both directions for the entire duration of the colloquium. This is to be explicitly recorded in the minutes of the proceedings.
2. In the event that communication is interrupted, the proceedings are to be immediately discontinued. Such an interruption may not be allowed to continue for more than thirty minutes at the very most and may occur once only. The interruption is to be recorded in the minutes of proceedings.
3. In the event that it is not possible to restore flawless communication within the prescribed time limit the colloquium is to be terminated. The Doctoral Commission shall be informed of the need to terminate proceedings without delay. In order that the Examination Board shall meet again to hold a new defense colloquium, the doctoral candidate in question must submit a new application to the Doctoral Commission. In light of events, the Doctoral Commission expressly points out that when choosing between freeware or professional video telephony the respective risk probability should be duly taken into account.

As of June 2014