

Admission as habilitand



Only complete documents will be accepted!

You are welcome to email the documents to us for review prior to submission:
Physik-promhab@uni-wuerzburg.de

The following documents must be submitted for the application:

1. written application for acceptance as habilitand *.

The following must be indicated

- ☐ for which area the teaching qualification is sought, since this can only be granted for one subject area.
- ☐ In addition, a proposal (in agreement with the main supervisor) for the three members of the subsequent subject mentorship should be given.
- ☐ In addition, a statement must be made as to whether and, if so, with what success an application for habilitation has been submitted to another university and whether an academic degree has been withdrawn.

2. as proof of the requirements mentioned in paragraph 2 letters a) and b) **certified copies**. In the case of documents from abroad, **also certified translations** (German or English)

- ☐ Doctoral diploma/certificate
- ☐ All certificates and diplomas/certificates of academic and state final examinations
- ☐ Certificate of higher education entrance qualification

3. a dated and personally signed **curriculum vitae** with a complete description of the educational background and with special attention to the academic and professional career*. Academic curriculum vitae is also welcome to be submitted, provided that it is without gaps.

4. a **list of academic courses taught to date** (title/type of course/semester-week-hours (SWS)) and **detailed information on previous speaking engagements ***

5. **List of Publications:**

A complete list of publications of the applicant's scientific work already published in writing.

- ☐ **PDF-file** by Upload in "wue-teams": <https://go.uni-wue.de/habupload>
-> This is where to upload the list and also one copy of each of the associated written publications collected in a PDF-file
-> ready-to-print manuscripts can be enclosed
- ☐ In printed form (list)

*(Documents marked with * can be downloaded as samples from the homepage)*

6. **one copy of the dissertation**

a. **PDF-file** by Upload in “wue-teams”: <https://go.uni-wue.de/habupload>

7. a description of the scientific work planned in the habilitation procedure; with an indication of what basic equipment capable of third-party funding will probably be required
8. an official certificate of good conduct, if the activity in public service dates back more than three months, or a copy of the current employment contract in public service.

The certificate of good conduct must not be older than three months and must be sent directly from the issuing authority to the following address:

Faculty of Physics and Astronomy
Habilitation Office
Am Hubland
97074 Würzburg
GERMANY

9. **proof of sufficient command of the German language** (B2 level), if the applicant comes from a foreign language speaking country.

All inquiries and documents concerning the habilitation procedure must be addressed to or submitted to the doctoral and habilitation office!

All documents must be complete at least ten working days before the respective Faculty Council meeting.

Please arrange an appointment for the introductory lecture with the responsible colloquium committee (pr-kom@physik.uni-wuerzburg.de and with promhab@physik.uni-wuerzburg.de in Cc).

*(Documents marked with * can be downloaded as samples from the homepage)*