

## **Information sheet for supervisors in the co-tutelage procedure at the Faculty of Arts and Humanities of the University of Cologne**

On this information sheet you will find important information on supervising co-tutelage doctorates at the University of Cologne.

### **What is a co-tutelage doctorate?**

A co-tutelage doctorate enables doctoral students to complete a doctorate in two countries. In doing so, they will be *jointly supervised* by a member of the Faculty of Arts and Humanities of the University of Cologne who is authorised as examiner and an academic at a foreign university. After successful defence of the doctoral thesis, a doctorate will be awarded recognised jointly *by the University of Cologne and the partner university*.

The basis for the co-tutelage doctorate is the 'co-tutelage agreement', which is signed by the doctoral student, the supervisors, the deans and the rectors of both universities.

### **The lead university**

For co-tutelage doctorates, one of the cooperating universities acts as lead partner – the so-called 'first site'. The other partner is the 'host institution' or 'second site'. The greater portion of the doctoral period is spent at the first site, and this is also where the examination takes place. That process is usually geared towards the set of rules in place at the first site. Compromises are captured in the co-tutelage agreement.

### **When does a co-tutelage doctorate make sense?**

Co-tutelage doctorates are targeted at doctoral students whose research projects require the involvement of two universities or who would like to get to know the research cultures of two countries equally. The individual co-tutelage agreement guarantees the supervision of the doctoral project by a foreign supervisor and simplifies the organisation of stays abroad. In addition, complicated processes of recognition of the doctoral degree can be avoided since the individual is entitled to bear the title associated with the degree obtained in two forms.

## What conditions must doctoral students meet to be able to get a co-tutelage doctorate?

All *doctoral students admitted in Cologne* can pursue a co-tutelage doctorate. *All foreign universities that are recognised in Germany* are possible as partner universities. (We would be happy to advise you in case of doubt about the status of a university). Doctoral students from foreign universities can endeavour to carry out a co-tutelage doctorate with the University of Cologne as second site if they are studying at such a recognised university and have completed their studies entitling them to pursue a doctorate with a minimum mark of (converted) 2.4. Please take note of the [contact form for external doctoral students](#) who are interested in a co-tutelage doctorate with the University of Cologne.

### Role of the supervisor

If the *University of Cologne is the lead institution*, besides the supervision of the doctoral student, there is the responsibility to conduct joint supervisory meetings with the second supervisor and to include him/her when voting on the proposal for the examination committee.

If the *partner university is the lead institution*, the Cologne supervisor plays a key role in the process. Before the process, he/she is the person who checks the doctoral student's professional fit and coordinates with the foreign colleague. (Drawing up the agreement will be handled by the Doctoral Studies Office.) Before the examination, he/she confirms [by form](#) that the stay as a visitor was completed in accordance with the guidelines of the agreement, and looks after the guest, depending on what is needed. Provision is made in most co-tutelage agreements for joint appointment to the examination committee. The Cologne co-supervisor develops a proposal together with the doctoral student and his/her colleague, which is then submitted to the Dean of the Faculty of Arts and Humanities of the University of Cologne for approval. The supervisor represents the University of Cologne at the examination.

**You will find more information on the topic of co-tutelage doctorates at:**  
[artes.phil-fak.uni-koeln.de/32216.html](http://artes.phil-fak.uni-koeln.de/32216.html)

### Consultation and advice:

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