

# Registration and Submit a PhD application

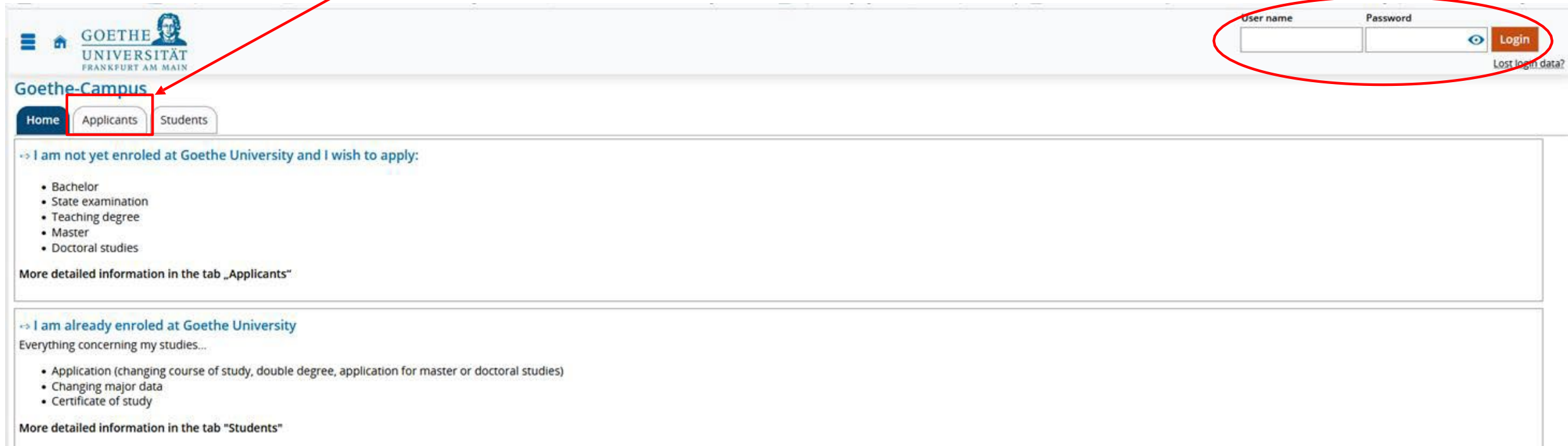
<https://www.goethe-campus.uni-frankfurt.de>

## Step 1: Selfregistration

Choose Language at the bottom

People who are already enrolled at Goethe-University and employees of Goethe University can log in directly at the top right and jump to page 7 of these instructions. Attention: Employee login only works with HRZ user name, not with HRZ e-mail address!

All others: click on "**Applicants**" for registration



The screenshot shows the Goethe University website interface. At the top left is the Goethe University logo and navigation icons. In the top right corner, there is a login form with fields for "User name" and "Password", a "Login" button, and a "Lost login data?" link. A red circle highlights the login form, and a red arrow points from the text above to it. Below the logo, there are navigation tabs: "Home", "Applicants", and "Students". A red box highlights the "Applicants" tab, and a red arrow points from the text above to it. The main content area is divided into two sections. The first section is titled "I am not yet enrolled at Goethe University and I wish to apply:" and lists options: Bachelor, State examination, Teaching degree, Master, and Doctoral studies. The second section is titled "I am already enrolled at Goethe University" and lists options: Application (changing course of study, double degree, application for master or doctoral studies), Changing major data, and Certificate of study.

Then click on "Self-registration" under "Doctoral studies"

**GOETHE UNIVERSITÄT FRANKFURT AM MAIN**

## Goethe-Campus

Home Applicants Students

### Application for bachelor / state examination / teaching degree with German entrance qualification

I achieved my university entrance qualification in Germany.

1. To apply for the first semester of the following courses of study, please register at Hochschulstart first:

- biological sciences
- biochemistry
- chemistry
- psychology
- legal sciences
- business education
- economics

⇒ Here you get directly to [hochschulstart.de](https://hochschulstart.de)

Otherwise, please skip this step.

2. Self-registration at our system

- Does NOT apply for already enrolled students (please, use your student's account)
- Does NOT apply for foreign entrance qualifications (please, apply via uni-assist)
- Does NOT apply for applications for the first semester of medicine, dentistry and pharmacy (please, apply via Hochschulstart)

⇒ Here, you get directly to the [self-registration process](#)

### Doctoral studies

⇒ Information about enrolling for a doctorate can be found [here](#)

⇒ Click [here](#) for self-registration

### Applicants

I did not ...

⇒ To y  
⇒ Plea

### Master

⇒ Plea  
[self-regis](#)

- Aut
- De
- Dig
- Est
- Eva
- Eur
- Jud
- Ma
- Ma
- Me
- Or
- Leg
- Phi
- Spr

Confirm the information here by clicking on "OK

Deadlines and Dates can be found [here](https://www.uni-frankfurt.de/94238218/Termine_und_Fristen)

If you are already registered at Goethe-Universität, please cancel the online registration and login with your study account. You could apply to a new degree program by using this account.

Would you like to proceed with the online registration?

#### Data privacy policy regarding self-registration

The online application at Goethe University requires a user account. The form fields marked with an asterisk are required for registration. All other fields are voluntary with Art. 6 para. 1 lit. a GDPR being the legal basis for this data. The processing of the mandatory data (with asterisk) is based on Art. 6 para. 1 lit. e GDPR in conjunction with § 20 of the Hessian study place allocation decree (Hessische Studienplatzvergabeverordnung) for the purpose of enrolment administration during the application and admission process. In this context data is used for statistical analysis and evaluation while no identification of an individual is possible.

- If the account is not used for an application, the application is not successful or the enrolment is not successfully completed, the personal data regarding to this account is deleted by a per-term data cleanup procedure ... months after start of the term.
- If an application is successful and enrolment took place, then personal data is used and processed for the administration of students based on Art. 6 para. 1 lit. e GDPR in conjunction with § 15 of the Hessian enrolment decree (Hessische Immatrikulationsverordnung). This data is deleted after removal from the matriculation register of students if no other legal grounds for further processing or a legally prescribed retention period apply.

[Further information regarding the processing of personal data, your rights as a data subject and contact details](#)

#### Information

Please fill out all required fields. The fields marked with an asterisk (\*) are obligatory.

Please register once only. After the registration we will send you an e-mail describing the next steps. It also contains your username for logging in.

#### Already registered applicants

Please do not use the self registration again, if you already have an account. You can login at the top right of this page using your username (which you received via e-mail) and your password. In case you forgot your password, please reset it via the link „Lost login data?“.

#### E-mail for verification

**At the moment we observe problems concerning Microsoft e-mail provider.** In case you use a **hotmail, outlook** or **live** e-mail address, your verification e-mail may be discarded. **Therefore, please do not use a Microsoft e-mail address.** If you do not receive the verification mail although you are using a different provider, please contact [goethe-campus@rz.uni-frankfurt.de](mailto:goethe-campus@rz.uni-frankfurt.de)

✓ OK   ✗ Cancel

Then enter your personal data and contact details and assign a password.

## Registration

### Information

Please fill out all required fields. After the registration we will send you an e-mail describing the next steps. It also contains your username for logging in.

Remember your user identification and your self-elected password, that you received in your welcome e-mail after registration. You will need them later on for your log in to the portal.

Please do not use the self registration, if you already have an account. You can login on this page using your **username** (which you received via e-mail) and your **password**.

You can login on the top right side of this page.

The fields marked with an asterisk (\*) are obligatory.

 [Please note the data privacy policy regarding the registration.](#)

### Personal data

1

\* Surname

\* First name

All first names  

\* Gender

Job title  

Degree  

Degree affix  

Name prefix  

### Contact information

2

\* Country

Address addition (c/o, room number)  

\* Street and house number

\* Postcode

\* City

Phone  


Mobile Phone  

\* E-mail  

\* Repeat e-mail  

### Password

3


 Your password must be at least 8 characters long and consist of upper and lower case letters as well as at least number and a special character.  
A special character is any character that is not a letter, underscore (\_), space or digit.


\* Password  


\* Re-enter Password  

Answer the security question, read and confirm the data protection information, then click on "Register".

**Security question (Captcha)**

 Please enter the correct answer to the question below. This helps to prevent spam. Thank you for your understanding.

Security question (Captcha) **Please type in the first, second and third letter of 'GOONS'.** 

\* Answer to the security question  

**4**

**Data privacy policy** **5**

\* I have read and accept the data privacy policies listed at the beginning of this page.

[→ To the data privacy policies.](#)

Register

**Data privacy policy**

\* I have read and accept the data privacy policies listed at the beginning of this page.

[→ To the data privacy policies.](#)

**Register**

**6**

## **Step 2: Apply for a Doctorate**

After confirmation by the verification email, you can log in again: User is your email address, password as assigned by you (or log in directly if already registered). Attention: Employees of Goethe University must use the HRZ user name instead of the HRZ e-mail address. The HRZ e-mail address generates a login error! Employees must then select the role "Employee (reading) university" instead of the role "Gast Organisationseinheiten" in the drop-down menu at the top right.

User name	Password
<input type="text"/>	<input type="password"/> 
<input type="button" value="Login"/>	
<a href="#">Lost login data?</a>	

### Goethe-Campus

Home

Applicants

Students

⇒ I am not yet enroled at Goethe University and I wish to apply:

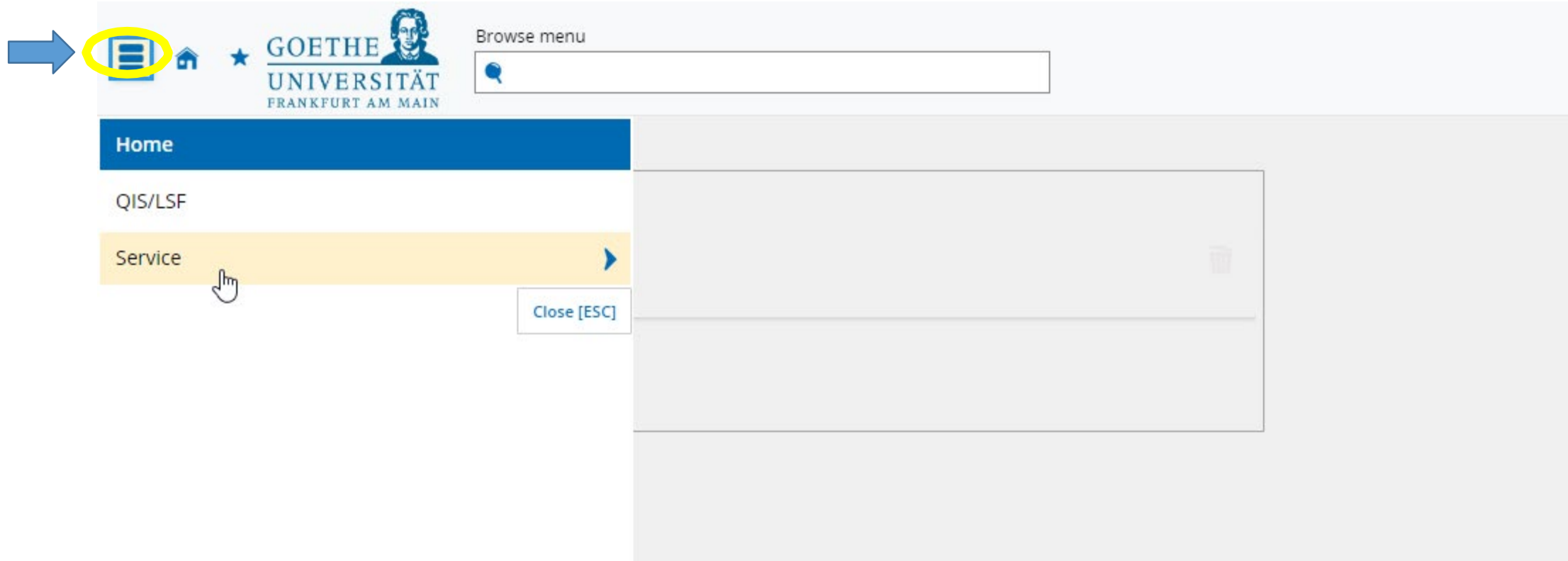
- Bachelor
- State examination
- Teaching degree
- Master
- Doctoral studies

More detailed information in the tab „Applicants“

⇒ I am already enroled at Goethe University

Everything concerning my studies...

# Select „Service“ by clicking on 3 dashes





# Click Requests

The screenshot shows the top navigation bar of the Goethe University Frankfurt am Main website. On the left, there are icons for a menu, home, and a star, followed by the university's logo and name. To the right is a search bar labeled 'Browse menu'. Below the navigation bar, a 'Main menu' is displayed with several items: 'Service', 'Personal settings', 'Requests', 'Dokumentation', and 'User manual for accessibility'. The 'Requests' item is highlighted in yellow, and a mouse cursor is pointing at it. A tooltip box is overlaid on the 'Requests' item, containing the text: 'Here you can submit requests relating to your studies (e.g. an request for leave of absence or disenrollment) and check the processing status.' Below the tooltip is a button labeled 'Close [ESC]'.

# Click „doctorate“

The screenshot shows the top navigation bar of the Goethe University Frankfurt website. On the left, there are icons for a menu, home, and a star. The university's name and logo are displayed. To the right is a search bar labeled 'Browse menu'. Below the navigation bar, a dropdown menu is open, showing 'Service' with a back arrow, 'Requests' (highlighted in yellow), and 'Doctorate'. A mouse cursor is pointing at 'Doctorate'. A 'Close [ESC]' button is visible over the dropdown menu. In the background, a grey overlay contains a message in German: 'Nicht alle erforderlichen Daten von Ihnen erfasst. Bitte geben Sie' and 'Marked with an asterisk (\*) are obligatory.' Below this, the letters 'ta' are visible.

# Start the registration with "Create new request"


You are here: [Home](#) > [Service](#) > [Requests](#) > [Doctorate](#)

## Doctorate

### Information

On this page you can apply for your doctorate approval and send the request to the university.

### Requests

 No requests have been created yet.



#### Create new request

You wish to apply for admission to the doctorate program and submit the request to the university.

ik"

If you do not wish to do your doctorate at Faculty 03 or 08, please select “Antrag zur Promotion”. Otherwise, select the doctoral application for the specific faculty.

Back

## Enter and edit your request

 Help

### Hints

Here you will find further information regarding your request. These information is available as soon as you have selected a reason for your request.

The fields marked with an asterisk (\*) are obligatory.

### Select reason for request

\* Reason for request

Antrag zur Promotion

Antrag zur P Antrag zur Promotion reich03

Antrag zur Promotion im Fachbereich 08

Back

# Please use the blue arrows to select your doctoral subject and your supervisor

Enter and edit your request Help

**Hints**  
Bitte füllen Sie die Felder aus.  
The fields marked with an asterisk (\*) are obligatory.

Select reason for request

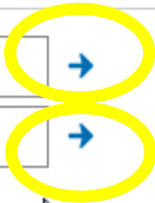
Reason for request

**Degree**


\* Doctoral subject


Supervisor

Entrance qualification




# Please add a higher education entrance qualification

 The Higher Education Statistics Act requires to know the first qualification achieved (type of higher education entrance qualification) that allows you to qualify to enter a German higher education institution. Please enter the information needed or edit the existing details displayed here.

 Add a higher education entrance qualification

### Add a higher education entrance qualification


 Fill in your higher education entrance qualification. All fields marked with an asterisk (\*) are required.



**Add a higher education entrance qualification**

\* Year of UEQ

\* Country

\* Type


Grade  


 Save  Cancel

Degree


Entrance qua

 Higher

 The High  
enter a Ge

 Add a high

First enrollm

 The High  
information needed or review the existing details displayed here.

→  
→

qualify to

er the

# Add your first enrollment at university.

If your first enrolment took place abroad, please select the country, year and first term. If there is no fixed cycle comparable to summer term and winter term, please use the date you started your studies to assign it to summer term or winter term.

## First enrollment



The Higher Education Statistics Act requires information on the very first enrollment as a student at a German higher education institution. Please enter the information needed or review the existing details displayed here.

### First enrollment at university

\* Country

\* First term

\* Year

# Please enter the previous degree that qualifies you for a doctorate

## Degree qualifying for doctoral studies

**i** If you have successfully obtained a degree qualification e.g. a master's degree at this university choose the appropriate degree for your doctorate application. An empty textfield should still be filled with the qualification for the doctorate application possibly obtained through studies at another university. The Higher Education Statistics Act requires this information.

Graduated in/at

**+** Enter previous studies successfully completed at other institution(s) of higher education

First enrollment at university

Enter previous studies successfully completed at other institution(s) of higher education

**i** Add your degree which qualifies you to enter doctoral studies.

\* Country

University name

Registration number

**+** add.previous.study

**Degree Program 1**

Degree target

Form of studies

**Externe Leistung**

\* Date of Exam

\* Term  \* Year

\* Status

ECTS-Grade  Grade

**+** add.study.progress

Study no.	Subject no.	Term	Year	Fach	S. term	Actions
1	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>


Language English



Enter the title of your PhD thesis in the field Commentary applicant and Click Submit request

Comment



 Important information. Please read carefully and confirm!

Bitte füllen Sie die Felder aus.

Please also confirm the checkbox

Your application is saved and will be edited by University staff.

You can make changes by clicking on the pen symbol.

### Information

On this page you can apply for your doctorate approval and send the request to the university.

### Requests



#### Create new request

You wish to apply for admission to the doctorate program and submit the request to the university.

### Please revise and resubmit requests

#### Promotionsantrag



Promotion Afrikanistik



Entered on 12.03.2024



Submitted on 12.03.2024



Request for revision sent back