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Changes in admission/immatriculation procedure due to COVID-19 crisis

In times of COVID-19 we have to adapt the application procedure as signatures cannot be obtained from all relevant persons involved. We therefore decided to proceed as follows:

After submission of the application for admission to a GAUSS program, an email is automatically sent to the email address of the applicant (as usual). The email includes a PDF file with a joint form for the *Supervision agreement, Certificate for the immatriculation at the central student office, and Confirmation of admission to a GAUSS program.*

Usually, for the following parts signatures are needed:

1. *Approval of supervision*
2. *Declaration of the PhD student*
3. *Declaration of the speaker and the faculty*

However, since during the current COVID-19 crisis it is not possible to collect signatures in person, all communication and signatures will be collected electronically.

This means that for all forms which require signatures, it is sufficient to provide the agreement of everyone in text form (during the current COVID-19-related state of emergency), e.g. **by digital signatures on the form** or alternatively by email, as long as the person sending the email is clearly identifiable.

This is especially relevant for the approval by the three members of the Thesis Advisory Committee. Here it is sufficient that each supervisor states in text form (email) that they will supervise the applicant as doctoral candidate in the case of admission to the program and can guarantee proper supervision (Supervision agreement). The doctoral candidate collects those emails and sends them with all other documents needed for the admission process to the respective program or dean's office.

The PDF file also includes the form of the *Doctoral student's declaration of Georg-August University Göttingen (Promovierenden-Erklärung)* (*English version is a draft translation – only the German version is legally binding*). This should also be made electronically (e.g. copy the text of the German form into word, fill it in, and send it with all other documents to the respective program or dean's office).

Please contact the GAUSS Office in case of questions.