

BERLIN GRADUATE SCHOOL OF ANCIENT STUDIES

HANDBOOK FOR DOCTORAL CANDIDATES AT BERGSAS

HUMBOLDT-UNIVERSITÄT ZU BERLIN



Freie Universität Berlin



DOCTORATE AT THE BERLIN GRADUATE SCHOOL OF ANCIENT STUDIES (BERGSAS)

WELCOME AT THE BERLIN GRADUATE SCHOOL OF ANCIENT STUDIES!

As a doctoral student at our Graduate School (BerGSAS), you will do your doctorate in an interdisciplinary research network that is unique in the field of ancient studies and related disciplines: the Berliner Antike-Kolleg.

The structured doctoral program at BerGSAS allows you to work independently in an environment characterized by exchange within an interdisciplinary group of doctoral students who follow a common curriculum. Furthermore, each curriculum involves cooperation with renowned non-university research institutions, thus presenting you with a more hands-on approach to specific fields and a more in-depth look at particular subjects than would otherwise be possible in any other PhD program.

To make your start a little easier, we have compiled the most important information for you in this guide. We hope that you will feel at home at BerGSAS and that you will be able to work intensively here. Take advantage of the opportunities offered by the Graduate School so that you leave BerGSAS with an outstanding doctorate.

We wish you much success!



Office Berlin Dahlem (FUB)



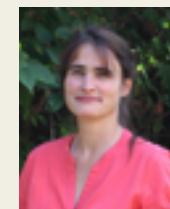
Office Berlin Mitte (HU)



Prof. Dr. Stephan G. Schmid
Spokesperson for the HU



Prof. Dr. Monika Trümper
Spokesperson for the FUB



Dr. Carmen Marcks-Jacobs
Coordinator for the HU



Dr. Regina Attula
Coordinator for the FUB

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1. ABOUT US

The BerGSAS is the graduate school of the Berliner Antike-Kolleg. Among others, the doctoral fellows of the Einstein Centre Chronoi (► <https://www.berliner-antike-kolleg.org/en/forschung/chronoi/index.html>) and the doctoral students of the Research Training Group "Philosophy, Science and the Sciences" study here (► <https://ancient-philosophy.hu-berlin.de/en/ancient-philosophy/>).

AT BERGSAS YOU HAVE A CHOICE OF FIVE PHD PROGRAMS:

- » Ancient Languages and Texts (ALT)
- » Ancient Objects and Visual Studies (AOViS)
- » Ancient Philosophy and History of Ancient Science (APhil/HistAS)
- » Landscape Archaeology and Architecture (LAA)
- » Languages and Cultures of the Silk Road (SilkRoad)

As a doctoral student at BerGSAS you are enrolled either at the Freie Universität Berlin (FUB) or the Humboldt-Universität zu Berlin (HU).

On our website (► <https://www.berliner-antike-kolleg.org/en/bergsas/index.html>) you will find everything about the Graduate School: current information on events, people, structure and study regulations, among other things.

Our online yearbook offers short portraits on all doctoral students of BerGSAS (► <https://www.berliner-antike-kolleg.org/en/bergsas/promovierende/index.html>).

2. GETTING STARTED

Answers to general questions about doctoral studies can be found on the doctoral portals of Freie Universität Berlin and Humboldt-Universität zu Berlin (► <https://www.fu-berlin.de/en/sites/drs/index.html>, ► <https://www.hu-berlin.de/en/promovierende-en/>).

In addition, you can obtain further information via the website of the Dahlem Research School (DRS) and the Humboldt Graduate School (HGS).

DAHLEM RESEARCH SCHOOL (DRS):

► <https://www.fu-berlin.de/en/sites/drs/index.html>

HUMBOLDT GRADUATE SCHOOL (HGS):

► <https://www.humboldt-graduate-school.de/en/aktuelles-en>
Especially foreign students can find support at the International Scholar Services of the HU (► <https://www.international.hu-berlin.de/en/wissenschaftler/international-scholar-services>).

3. ADMISSION TO DOCTORAL STUDIES AND ENROLLMENT

Admission to doctoral studies by a department at Freie Universität Berlin (FUB) or at Humboldt-Universität zu Berlin (HU) is a prerequisite for your enrollment. You must meet certain deadlines for applying for admission to the doctoral studies as well as for enrollment. In the notification of your admission to the BerGSAS you will find the deadlines that apply to you personally.

The BerGSAS notification also states the date on which you will be admitted to the BerGSAS. You have a maximum of four weeks following your BerGSAS-acceptance date to apply for doctoral admission at the university department (FUB or HU). Once admission has been confirmed by the department, you will have another four weeks to enroll at the university. Please note that if you miss the deadline, your admission to the doctoral studies will expire!

a) DOCTORAL ADMISSION AT THE FREIE UNIVERSITÄT BERLIN:

You apply for admission to doctoral studies at the FUB to the department responsible for your field of study/doctoral subject. For this purpose, you must submit your original university transcripts and all language certificates as originals as well along with your application.

Please inform yourself beforehand in the doctoral regulations valid for your doctoral subject/field of study which language skills you have to prove. If your English proficiency level is currently lower than required for admission (see FAQ), you can take a course to pass the required exam after taking a placement test.

You can find more information at ► <http://www.fu-berlin.de/en/studium/studienorganisation/pruefung/promotionsbueros.html>.

- For the PhD Office at the Department for History and Cultural Studies ► <https://www.geschkult.fu-berlin.de/en/studium/promotionsbuero/index.html>
- For the PHD Office of the Geosciences Department ► <https://www.geo.fu-berlin.de/en/studium/index.html>
- For the PHD Office of the Department of Philosophy and Humanities ► <https://www.geisteswissenschaften.fu-berlin.de/en/studium/index.html>

b) DOCTORAL ADMISSION AT THE HUMBOLDT-UNIVERSITÄT ZU BERLIN:

You apply for admission to doctoral studies at the HU to the faculty responsible for you. The assignment to a faculty depends on the subject in which you want to do your doctorate and on the faculty affiliation of the first supervisor of your dissertation. Which forms and documents you have to submit for the application for admission to doctoral studies varies from faculty to faculty and can be found in the respective doctoral regulations.

A list of all doctoral study regulations can be downloaded at ► http://www.hu-berlin.de/promovierende/promotion/wn_prooord_html.

Detailed information around the application for admission to doctoral studies can be found for each individual faculty at the following websites:

- Faculty of Arts and Humanities ► https://fakultaeten.hu-berlin.de/en/philfak-en/junior-researchers/graduieretenzentrum-en/landing_page?set_language=en
- Faculty of Language, Literature and Humanities ► https://fakultaeten.hu-berlin.de/de/sprachlit/akad_ang/promotion
- Faculty of Humanities and Social Sciences ► <https://fakultaeten.hu-berlin.de/en/ksb/carrer/doctoralstudies>
- Faculty of Theology ► <https://www.theologie.hu-berlin.de/de/promhabil>.

General information on PhD studies at the Humboldt-Universität is available at ► <https://www.hu-berlin.de/en/promovierende-en/promotion-en>.

c) ENROLLING AT THE FREIE UNIVERSITÄT BERLIN:

Information on the enrollment process as well as a list of the documents required for this can be found under ► <http://www.fu-berlin.de/en/studium/studienorganisation/immatrikulation/immatrikulation/promotion>.

d) ENROLLING AT THE HUMBOLDT-UNIVERSITÄT ZU BERLIN:

Information on the enrollment process as well as a list of the documents required for this can be found under ► <https://www.hu-berlin.de/en/studies/admission/enrolment-office/doctor-examination>.

4. CURRICULUM

The structured PhD program at the Graduate School means that in addition to focusing work on your dissertation you also attend courses, workshops and conferences as well as so-called “soft skills” courses, e.g. on presentation methods, academic writing, etc. Each of our doctoral programs has a specific curriculum, which covers six semesters and prescribes the attendance of certain courses.

During your doctoral studies, you may spend a visiting semester at one of our partner universities (Ann Arbor/Michigan, Harvard, Oxford, Princeton). The exchange places are advertised annually and are usually funded with a lump sum abroad.

All achievements in the doctoral program, for which you receive credit points, are summarized in a transcript of records, which you will receive at the end of the doctoral studies. On the basis of this transcript of records, BerGSAS will also issue you with a certificate of successful completion of your doctoral studies. The certificate and the transcript of records bear the seal of the respective university department/faculty.

Information on the curriculum of your doctoral program, including a list of the courses to be taken and all the credits to be earned, please refer to the respective regulations at the following website ► <https://www.berliner-antike-kolleg.org/en/bergsas/programme/index.html>

FOR QUESTIONS CONCERNING YOUR DOCTORAL PROGRAM AND TO
SCHEDULE SEMESTERS PLEASE CONTACT YOUR PROGRAM COORDINATOR:

» for Ancient Languages and Texts (ALT)
Carmen Marcks-Jacobs (carmen.marcks-jacobs@berliner-antike-kolleg.org)

» for Ancient Objects and Visual Studies (AOViS)
Regina Attula (regina.attula@berliner-antike-kolleg.org)

» for Ancient Philosophy and History of Ancient Science
(APhil/HistAS)
HistAS: Carmen Marcks-Jacobs (carmen.marcks-jacobs@berliner-antike-kolleg.org)
APhil: Niklaas Tepelmann (coordinator.grk1939@hu-berlin.de)

» for Landscape Archaeology and Architecture (LAA)
Regina Attula (regina.attula@berliner-antike-kolleg.org)

» for Languages and Cultures of the Silk Road (SilkRoad)
Regina Attula (regina.attula@berliner-antike-kolleg.org)

5. DISSERTATION SUPERVISION

As a doctoral student at BerGSAS, your research project will be supervised by at least two university professors who will monitor the progress of the dissertation. A written supervision agreement will be concluded between you and the supervisory team, including a work plan and time schedule. You will meet with your supervisory team at regular intervals and report on the progress of your work.

6. INTERIM EVALUATION

In the second doctoral year, an interim evaluation of your dissertation project takes place. The result of the evaluation determines whether you remain in the graduate school. Some scholarship funders also make the decision on further funding of the dissertation project dependent on the evaluation.

EVALUATION COMPRISES:

- » Your written interim report with work plan and schedule for the third year and a presentation in which you report on your work progress.
- » A statement from your supervisory team
- » A final evaluation note

7. CONTACT

Dr. Carmen Marcks-Jacobs
(Coordinator BerGSAS, HU)
Humboldt-Universität zu Berlin
Humboldt Graduate School
- BerGSAS -
Unter den Linden 6
D-10099 Berlin
Visit address:
Luisenstraße 56
Room 204
D-10117 Berlin
+49 30 2093 89745
carmen.marcks-jacobs@berliner-antike-kolleg.org

Dr. Regina Attula
(Coordinator BerGSAS, FUB)
Freie Universität Berlin
Hittorfstraße 18
D-14195 Berlin
+49 30 838 52238
regina.attula@berliner-antike-kolleg.org

Layout & Design by Tobias Krug, Birgit Ammon-Lassen und Carina Henschel
Latest update: February 2024

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