

Confirmation of Supervision

For doctoral studies in Human or Dental Medicine

Application deadlines *:
(date of receipt)

- autumn semester: 15 October
- spring semester: 31 March

* Registration for the desired semester is only possible if the online application, this fully completed confirmation and the required documents are available at the time of the application deadline.

Personal Data of the Applicant

Swiss matriculation number

_____ - _____ - _____

Gender

male

female

Surname

First name(s)

Extra line c/o

Street / House no.

Postcode / Location

Canton or Country

E-Mail address

Telephone number incl. area code

Entry Qualification for a Doctorate

Title of your degree

(e.g. Master of Medicine)

Date of issue of the degree

Full name of the university,

where you achieved your degree

Details of the Doctoral Thesis

Subject area of the doctoral thesis

medicine

dentistry

Title/degree sought

Dr. med.

Dr. med. dent.

I, the doctoral candidate, certify that all of the above statements are true and complete.

Location

Date

Signature of the doctoral candidate

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Details of the Supervisor

To be completed by the supervisor

Title, first name(s) and surname
(must be a faculty member)

Institute, department, unit

E-mail-address

Supervision of the doctoral
candidate since *

_____ (MM.YYYY) (binding information)

* This refers to the month from which the applicant made use of either material or staff services of the University of Bern. For past semesters, doctoral fees will be charged in retrospect, unless the applicant was registered as student.

I, the supervising lecturer, confirm that the before-mentioned doctoral candidate meets the prerequisites of the Faculty of Medicine for a doctoral thesis in the stated field of study

Location and date

Name of the supervisor
in block letters

**Stamp and signature of the supervising
lecturer**

Steps in your application and required documents

see information on the following page



UNIVERSITY OF BERN
Admissions Office
Hochschulstrasse 4
3012 Bern
Switzerland

Declaration of Consent

This Declaration of Consent must be fully completed and handed in with the other required documents.

With your signature, you confirm the following:

- The information provided in your application to the University of Bern is complete and true to the best of your knowledge. You understand that false information can lead to expulsion from the application process/from studies.
- You have declared (below) any current, definitive, or prospective exclusions or bans from degree programs or programs of study:

.....
.....

- You give the University of Bern permission to control the submitted documents for authenticity and to obtain relevant information from your previous institutions of higher education.
- You understand that your application does not lead automatically to admission but that it is a request for admission and is liable to a non-refundable fee.
- You understand that the data gathered during the application process may be given to third parties in legally authorized cases.

Please complete in block capitals

Family name

Given name/s

Former family name
(in case of change of name)

Date of birth

Matriculation number
(if you have already been assigned one)

.....
.....
.....

Place

swissuniversities

Date

Hochschulstrasse 4
Office 020
3012 Bern
Switzerland

Signature

Phone +41 31 684 39 11
info.zib@unibe.ch
www.zib.unibe.ch

Confirmation of Supervision

Application for doctoral studies in Human or Dental Medicine

Steps in your application and required documents

- 1: Look yourself for a supervisor for your doctoral thesis project. There is no list of supervisors at the University of Bern. Ask the **department's/institute's administration** if you need assistance.
- 2: Apply at www.application.unibe.ch, if you are not already registered at the University of Bern
Current students of the University of Bern apply in due time in self-service www.selfservice.unibe.ch for a change to a PhD or a doctoral degree program (option "Continue your studies with a change of degree program")
- 3: Complete the confirmation of supervision
- 4: Confirmation of supervision incl. the following documents has to be passed on to the supervisor for signature, if you are not already registered at the University of Bern:
 - a) Photocopy of your university entrance qualification (e.g. upper secondary school-leaving certificate, vocational upper secondary school-leaving certificate incl. "Passerelle" certificate, degree from a university of applied sciences, primary school teaching diploma and so on)
This does not apply to you if you achieved your degree after 2012 at the same Bernese faculty where you intend to pursue a doctorate or applicants with international qualifications, who were never registered at a Swiss university or university of applied sciences.
 - b) Original of the university degree, that qualifies you for admission to a doctorate (Master's degree or state examination)
This does not apply to you if you achieved your degree at the University of Bern after 2012.
 - c) **Originally certified photocopy** of the translation of your degree, if it is issued in a language other than German, French, English or Italian.
 - d) Copy of the transcripts or, if they were not issued in German, French, English or Italian, an original certified copy of the transcripts with a translation.
=> for applicants with foreign qualifications
 - e) Photocopy of your valid identity card (front and back) or valid passport
This does not apply to you if you were registered at the University of Bern for the first time after 2012.
 - f) Declaration of consent
This does not apply to you if you achieved your degree at the University of Bern
- 5: Fully completed confirmation of supervision and application file have to be passed on to the Admissions Office
- 6: Delivery of the invoice for the registration and semester fees for doctoral students
- 7: Issuance and delivery of information about your **Campus Account**
This does not apply to former Bernese students whose campus account is still valid.
- 8: Dispatch of **certificate of registration** and **UNICARD** by letter post following receipt of payment

Publication of doctoral dissertations on the server of the University Library

Put your doctoral dissertation online, so that interested people can find and look into it at any time.

More comprehensive information: www.ub.unibe.ch → EN → Electronic publishing → E-DISSERTATIONS → Publish