

To the doctoral researchers from the
Faculty 8 at Saarland University

Naturwissenschaftlich-
Technische Fakultät III

The Doctoral Committee
Chair

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Re **New obligation to register as doctoral researcher at Saarland University**

Dear doctoral researchers,

The presidium of Saarland University has introduced a general obligation to register as doctoral researcher at Saarland University at the Admissions Office, which has come into force at the beginning of the summer term 2015. This rule applies as soon as you take up your doctoral project. Each semester you can decide whether you wish to either *register* (“Registrierung”) or to *enrol* (“Immatrikulation”) as a doctoral researcher for the coming semester.

- **Registration:** Registration as doctoral researchers costs €5 persemester. If you register as a doctoral researcher you will automatically receive personal accident, theft and public liability insurance cover through the Studentenwerk’s insurance policy. You will also receive the Saarland University PhD student card (optional and free of charge). The card gives you access to services provided by Saarland University’s central institutions and allows you to eat in the Mensa student refectory at university employee rates. Please note that once you have been issued with a PhD student card, any standard Saarland University student card that you may have will no longer be valid.¹
- **Enrolment:** For enrolment as a doctoral researcher you will need to pay the semester fee. You will then be issued with a Saarland University student card including the semester travel ticket and you will also be eligible for the usual student concessions and benefits, for example regarding cheaper prices in the Mensa student refectory or free tickets for the state theatre in Saarbrücken. Against this backdrop, enrolment is generally recommendable. As an alternative, at least the registration as a doctoral researcher has to be present.

¹ Therefore, application for and receipt of the PhD student card is only recommendable for doctoral researchers who do not own and use a student card.

How do I register or enrol as a doctoral researcher?

You can find all relevant information at www.uni-saarland.de/promotion (this website is also available [in English](#)), for example the application form and an information leaflet on the enrolment and registration.

Please make sure that you are registered or enrolled as doctoral researcher of Saarland University at the Admissions Office as of now.

Yours faithfully

Prof. Dr.-Ing. Dirk Bähre
Dean and Chair of the Doctoral Committee of Faculty 8