Doctoral examination

Organization of the doctoral examination
The examination committee consists of your supervisor, co-examiner(s) and a chairperson (arranged by the Department).

Upon agreement of a suitable date, inform the Student Administration Office of the Department accordingly. They will arrange the examination and reserve a room.
At least 12 working days before the exam takes place, you must register your doctoral examination at the Doctoral Administration Office (HG FO 23.4, Mon – Fri, 11:00 – 13:00). In order to register the following documents are required:

- The exam registration form must be duly signed by the Department to confirm having acquired 12 credits. It is highly recommended to take care of this confirmation from the D-INFK Student Administration Office early enough, so that any delay during the registration procedure may be avoided.
- A bound copy of your doctoral thesis (ring or glue binding, can be printed on both sides) including an abstract in a Swiss official language (German, French or Italian) and also in English must be submitted. A copy of your curriculum vitae should be inserted at the back of the dissertation.
- A separate copy of your curriculum vitae.

The Doctoral Administration Office will forward the examination copy of your doctoral thesis along with the dissertation number to the Department.
Afterwards, the Student Administration Office will issue and distribute invitations to the examination. They will also ask the supervisor and co-examiner(s) for reports about your thesis.

Procedures after the examination
If you successfully pass your doctoral exam, your doctoral thesis will be approved at the next Department Conference. Both the dissertation title and its contents cannot be changed once it has been approved.
Once your doctoral thesis has been approved by the Department Conference, the next steps will be communicated by the Doctoral Administration of the Rectorate. You will receive the provisional confirmation stating that your doctoral thesis has been approved by ETH Zurich. You are also requested to hand in the deposit copies within 6 months. You are authorized to use the Doctoral title only after submission of the dissertation deposit copies.

www.ethz.ch/intranet/en/teaching/administration-doctorate.html

Zurich, 12 December 2013
Denise Spicher
Student Administration Office
CAB F 64.1