

Find here a collection of useful information & links

# NEW AS Ph.D.?

**Welcome to our MPI! We start with some general hints for the formal procedure of your Ph.D.**

- // You have a working contract with our Max Planck Institute (MPI). In general, the MPI takes over your supervision and provides you with a working place.
- // Additionally, you can enroll as a Ph.D. student at Martin Luther University (MLU) to profit from the student status (see below), but it is not mandatory. [More information](#).
- // Your future doctoral degree will be conferred by Martin Luther University. Therefore, you have to apply to be accepted as a doctoral candidate at MLU to get a legal status allowing for the submission of your thesis. During the acceptance process, MLU will verify your previous degrees and certificates. We recommend doing the application at the end of your first Ph.D. year. [Here](#) you find the information and necessary documents for the application. Contact the PhD coordinator about the procedure to certify the equivalence of foreign degrees.
- // Next steps: Doing research... Getting great results... Visiting conferences... have a good time.
- // Once you have completed your Ph.D. thesis, you have to fill in an [application for admission](#) to the doctoral examination procedure. Submit this form together with four printed copies of your thesis to the ["Promotionsgeschäftsstelle"](#). They will explain to you the final steps. For your orientation, you can also find a summary in the NISE intranet.

## Enroll as a Ph.D. student at Martin Luther University.

You have to pay the semester fees, but with the student card you can benefit from all offers and advantages for MLU students such as:

- // Eating at the [Mensa](#) for the student price with your student card
- // [Semester ticket](#) for trains, trams, and buses in the regional transport association (MDV)
- // Visit interesting lectures at MLU, for example in [Physics](#)

On the platform [studip.uni-halle.de](#) you can register for the courses and be up-to-date regarding uploaded lecture manuscripts or changes in time and place

- // Access to the [university library](#)
- // Access to [university sports courses](#)
- // Offers of the ["Studentenwerk"](#) (Organization, which provides social, financial, and cultural support services to students in Germany), such as social counseling, legal advice, creative classes, ...
- // Cultural (theatres, cinemas, museums, ...) and other institutions offer discounts based on your student status.

**By joining our MPI you are automatically part of the Max Planck Society (MPG).**

Our institute itself offers:

- // [Library](#): Access to online journals, printed books and e-books, databases and open access agreements via the Institute's library. Contact: [Julia Ducke](#)
- // Free German courses (different levels), contact person: [Doreen Röder](#)
- // [The PhD Committee](#) represents the interests of PhD students from all departments at the MPI and organizes events such as scientific talks, software tutorials, and social activities.
- // [Courses & Support](#) within the framework of the [IMPRS](#), contact person: [Ann-Kristin Flieger](#)

The MPG offers different continuing education courses for their employees:

You can get access to the course with [MAX](#) – the general MPG intranet. Within MAX you can find information about the MPG in general, our own institute, career possibilities within the MPG as well as services of the MPG.

[The Planck Academy](#) offers workshops and further training opportunities.

**Especially 3 organizations of the MLU might be interesting for you as a Ph.D. student:**

- // [International Office](#) of the MLU
- // [Ph.D. Network](#) in Halle offers support, events, and German courses
- // [InGrA](#) – International Graduate Academy – offers workshops, advisory services, ...