



**Recognizing credits (teaching)  
for doctoral degree regulations of 2024**

Please hand in the documentation supporting 12 Credit Points together with your thesis. If you feel unsure having reached 12 CP or not you are free to hand in the documentation for a check before.

Please submit the following documents:

- An overview on the activities effected, sorted by
  - doctoral courses
  - talks at scientific events (conferences and doctoral colloquia)
  - teaching
  - training in university didactics
  - other
- Please support your attendance at doctoral courses with a certificate and course information incl. agenda (time frame) and assessment.
- Please support your talks at conferences with the respective name (cover page) and program of the event, time, program page of your talk
- Teaching: please provide info on
  - Exercise or seminar
  - Title of the event
  - Semester (winter/summer term 20YY)
  - SWS = time frame of the event per week
  - Your part held at the event
    - Exercises: % of content (please observe: 1 group, 100% content = 100% teaching CP, 2 groups, 50% content = 50%)
    - Seminars: number of colleagues who taught the seminar except the professor
  - Confirmation / signature of the supervisor on the teaching effected

To sum up your teaching activities, please use the form on the following page. Example:

<i>Exercise / Seminar</i>	<i>Title of the event</i>	<i>Semester</i>	<i>hrs/week/ group</i>	<i>% content / no. of co-teachers</i>
Ü (exercise)	Introduction to BA	winter term 2023/2024, 2024/2025	2	50%
Sem	BA today and tomorrow	summer term 2024	2	2



**Confirmation of Teaching**  
**Effected within the doctoral degree regulations 2024**

Doctorate candidate (first name, surname).....

held the following lessons:

<i>Exercise / Seminar</i>	<i>Title of the event</i>	<i>Semester</i>	<i>hrs/week/group</i>	<i>% content</i>

Hamburg, .....

.....

Signature First Supervisor: Prof. Dr. ....



Universität Hamburg

DER FORSCHUNG | DER LEHRE | DER BILDUNG

UNIVERSITY OF HAMBURG

BUSINESS SCHOOL