

Opening hours of the Information desk

Confirmation of Supervision

For doctoral studies in Human or Dental Medicine

Submission deadlines:
(date of receipt) - autumn semester: 15 October
- spring semester: 31 March

Your online application for a doctorate will only be processed after submission of this confirmation and all required documents to the Admissions Office; address see above.

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 Science in Mathematics) _____

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

Telephone number incl. area code

Supervision of the doctoral
candidate since/from onwards

(MM.YYYY)

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 for a doctorate

- 1: Look yourself for a supervisor; contact the administration of the institute/department of the desired discipline of your doctorate; see [Clinics & Institutes](#). There is no list of supervisors at the University of Bern. Ask the department's/institute's administration if you need assistance.
- 2: Apply online at www.application.unibe.ch
Current University Bern students do not have to apply online.
- 3: Complete the confirmation of supervision
- 4: Confirmation of supervision incl. the following documents has to be passed on for signature to the supervisor:
 - 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 are a former student of the University of Bern or apply with international higher education qualifications.
 - b) Photocopy of your university degree (Master's degree)
*This does not apply to current University Bern students.
Applicants with an international university degree have to hand in a **certified photocopy**.*
 - c) Originally **certified photocopy** of translation if your degree is issued in a language other than German, French, English or Italian.
 - d) Photocopy of your valid identity card (front and back) or valid passport
This does not apply to you if you are a former student of 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**, if you are new at the University of Bern
- 8: **Certificate of registration** and delivery of **UNICARD** 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 about it is available under www.ub.unibe.ch → Service → Elektronisch publizieren → Dissertationen