

Information for Doctoral Candidates

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1. Legal Foundation

§§ 26 ff. Study and Examination Regulations of the Faculty of Law of the University of Lucerne of 28 September 2016 (StuPO), and §§ 25 ff. Guidelines to the Study and Examination Regulations of 12 December 2016 (W-StuPO).

2. Application and Enrolment

¹ Applicants register for enrolment or re-enrolment via [UniPortal](#).

² Doctoral candidates must be enrolled for the entire duration of the doctoral thesis, from admission to the doctoral decision.

3. Admission to Doctorate

3.1 Regular Admission

¹ Regular admission is granted by the examination commissioner after registration for enrolment at the University of Lucerne.

² Applicants with a Master's degree in law from the University of Lucerne are admitted as per § 28, art. 1, lit. a StuPO if they achieved the distinction of at least "cum laude" in their Master's degree. After the registration for matriculation, the academic student advisors will announce the admission decision of the examination commissioner and the password and UserID for the registration of the thesis topic with the Documentation Centre for Swiss Theses in Law in Freiburg (Dokumentationsstelle für schweizerische juristische Dissertationen).

³ Applicants with a law degree from another Swiss university will be admitted to the doctorate in accordance with § 25 art. 2 W-StuPO if the requirements for the doctorate are fulfilled at the university of origin. Applicants can submit their application for admission to a doctorate to the academic student advisors for a preliminary clarification of the admission requirements (studienberatung-rf@unilu.ch). For further information and the admission decision by the examination commissioner, an application

for enrolment is required. Copies of the applicant's law degree (Master's or Licentiate), transcript of records and a confirmation of supervision ("Betreuungsusage") must be submitted. If the aforementioned documents do not show that the applicant is entitled to a regular admission to the doctorate at the home faculty, a corresponding confirmation must also be enclosed.

⁴ Applicants with a Master's degree from a foreign university are admitted as per § 25 art. 3 W-StuPO if they provide evidence that they were in the top quarter of their graduating year. Provisions of international treaties remain reserved. The documents mentioned in art. 3 as well as a curriculum vitae must be enclosed with the application.

3.2 Extraordinary admission

¹ Extraordinary admission to the doctorate in accordance with § 26 W-StuPO is granted by the examination board at the request of a person entitled to supervise a thesis according to § 27, art. 1 W-StuPO.

² Extraordinary admission may be granted considering compliance with the minimum requirements set out in § 26 W-StuPO if

- a. the person who is qualified to supervise and is submitting the application has a substantial research interest in the area of the thesis,
- b. the applicant has already published relevantly in the area of the thesis,
- c. the applicant has already worked in the area of the thesis for several years,
- d. the applicant holds a position as a research assistant in the area of the thesis at the University of Lucerne.

³ Applicants seeking extraordinary admission must hand in a Master's degree in law or a Licentiate (diploma certificate and transcript of records), a detailed letter of motivation and a curriculum vitae.

⁴ Applicants with a non-legal degree must submit the following additional documents together with their application for extraordinary admission to the doctorate:

- a. Proof of admission to the doctorate at the home university in the corresponding field of study. In case of a foreign Master's degree or other university degree, applicants must prove in an appropriate form that they were in the top 40% of their graduating year.
- b. Proof that at least 60 ECTS credits (or equivalent) have been earned in legal subjects as part of the previous studies. If this proof cannot be provided, at least 60 ECTS credits or the missing part thereof must be acquired at the Faculty of Law at the University of Lucerne.

⁵ Even if the listed criteria are met, there is no legal claim to extraordinary admission to the doctorate. There is a restrictive policy regarding extraordinary admissions. For further information, contact the examination commissioner resp. the academic student advisors (studienberatung-rf@unilu.ch).

4. Registration of the topic of your doctoral thesis with the Documentation Centre for Swiss Theses in Law in Freiburg (Dokumentationsstelle für schweizerische juristische Dissertationen)

Doctoral candidates register the topic of their doctoral thesis on the website of the Documentation Centre for Swiss Theses in Law in Freiburg (Dokumentationsstelle für schweizerische juristische Dissertationen) (§ 28, art. 2 W-StuPO) and de-register it upon completion or discontinuation of the thesis. The Dean's Office will provide the user ID and password for this online registration together with the decision on admission to the doctorate.

5. Swisslex account

Doctoral candidates can set up a Swisslex account for non-commercial research purposes (<https://www.swisslex.ch/AboServices.mvc/University>). In case of problems, contact our helpdesk@unilu.ch or swisslex@unilu.ch.

6. Doctoral colloquium

¹ On completion of the doctoral thesis, doctoral candidates must register with the Dean's Office for the Doctoral Colloquium using the respective registration form ([Anmeldeformular Doktorandenkolloquium](#)) and turning in four copies of the thesis (§ 30, art. 2 W-StuPO). Admission to the doctoral colloquium is granted once the first and second supervisor have handed in positive reports (§ 31, art. 1 StuPO).

² The colloquium is open to the public and lasts 45 minutes. The candidate presents the results of the thesis and defends them; he or she must demonstrate in-depth knowledge in the field of the thesis (§ 31, art. 3 StuPO).

³ The doctoral colloquium is headed by a committee composed of the first and second supervisor, as well as one full professor and one associate professor; the latter shall chair the Colloquium (§ 31, art. 2 StuPO). The Chairman sets the date of the colloquium after consultation with the other members of the committee and informs the Dean's office, which invites the candidate.

⁴ After the colloquium, the chairperson informs the examination commissioner in the form of a written report (colloquium report).

7. Awarding the doctorate

The committee decides on the conferral of the doctorate and the award of a Latin Honour based on the written reports and the performance in the colloquium. The Dean confers the title of Doctor iuris (Dr.iur./Ph.D.) by decision. Generally, the doctorate diploma is handed over at the next graduation ceremony in March or August.

8. Design of the Thesis

The document template* of the faculty is binding for theses which are to appear in the series "Luzerner Beiträge zur Rechtswissenschaft" (LBR) (Lucerne Contributions to Law). For all other theses it is a recommendation (further information*).

9. “Luzerner Beiträge zur Rechtswissenschaft” (LBR) (Lucerne Contributions to Law)

The assessment of a thesis as summa cum laude or magna cum laude is regarded as a recommendation to the editor of the “Luzerner Beiträge zur Rechtswissenschaft” to include the thesis in the series. In exceptional cases, the committee can recommend that a thesis graded “cum laude” be included in the series (§ 31, art. 1 W-StuPO).

10. Obligatory copies

¹ Within one year of awarding the doctorate degree, 30 obligatory copies of the thesis must be submitted to the Dean's office (§ 33, art. 1 W-StuPO). These are used according to a key, as determined by the faculty. The Dean may deviate from this requirement if there are important reasons for doing so (§ 33, art. 2 W-StuPO). Electronic publication is considered an important reason within the meaning of this provision. An application for electronic publication pursuant to § 31, art. 3 W-StuPO must be accompanied by an application to derogate from the obligation to provide 30 obligatory copies.

² The committee members will check before printing that any conditions formulated during the colloquium have been met.

³ Theses which are published by a publishing house must be marked “Luzerner Dissertation” and the year of the doctorate on the inside front cover (§ 31, art. 2 W-StuPO). The obligatory copies need not comply with further formal requirements.

*Download here: www.unilu.ch/rf/reglemente