

**The Hochschule für Künste Bremen**  
**Regulations**  
**Governing the Conferral of the Academic Title of PhD**  
**in Art and Design**

**Preamble**

The purpose and purview of this document is to regulate the doctorate in art and science completed at the Department of Art and Design at the Hochschule für Künste Bremen (hereinafter called the HfK) within the framework of a binational, mostly English-language-structured doctoral program operating cooperatively, primarily through cotutelle. In addition to graduates of the Integrated Design and Digital Media program at the HfK, the third cycle of this postgraduate program will also be open to qualified artists and designers from other art academies, as well as graduates with an academic degree and a demonstrably equivalent art practice.

**§ 1**

**PhD Degree and the Purpose of Creating a PhD Program at the HfK Bremen**

- (1) In accordance with section 65 BremHG in connection with section 10 BremPromVO, HfK Bremen confers the academic title of Doctor of Philosophy (PhD) through the Department of Art and Design, based on completed doctoral work in the arts and sciences. The corresponding certificate is to be designed in such a way that this degree cannot be confounded with a scientific doctorate/PhD (in an academic discipline).
  
- (2) The doctorate in art and science serves as proof of a student's ability to achieve both a special scientific qualification and an artistic/design qualification, which can be obtained through the HfK's PhD in art program. This proof is provided by:
  1. a practice-based, creative work of art or design

2. a scientific, theoretical written thesis whose content is linked to the artwork.

The scientific part of the PhD comprises at least fifty percent of the project and demonstrates the ability to work independently, scientifically, methodically, and theoretically in connection with a creative work of art or design in adherence to the given doctoral regulations and conditions of the respective partner academies/universities.

- [3] The written sections of the doctoral program, such as the scientific written work (dissertation) must be written in English, generally. In accordance with the respective applicable doctoral regulations and conditions at the partner academies/universities involved in the cotutelle procedure, some exceptions may be made for work submitted in German.

- [4] After the standing doctoral committee has accepted the PhD project, the candidate will present and defend the work before the convened examination board.

## **§ 2**

### **General Provisions for Awarding the PhD Degree and for the Participants in the Procedure**

(1) The PhD process opens when a candidate is accepted and ends with the conferral of the PhD diploma, which also permits the candidate to use the academic title. The process is to be carried out in the following order:

1. an individual supervision agreement between the PhD candidate and the first two supervisors is drawn up and signed
2. after verifying that the applicant has fulfilled all admission requirements according to section 5 paragraph 3, the applicant will be admitted to the program as a doctoral candidate (hereinafter referred to as the “PhD candidate”) by the standing doctoral committee

3. upon submitting the PhD work, the PhD candidate will apply for admission to the doctoral examination in accordance with section 3 paragraph 6 and evidence of formal qualifications in accordance with section 7 paragraph 3 through the standing doctoral committee
4. the standing doctoral committee nominates and appoints the reviewers, and the reviews are written
5. after reviewing the PhD work and allowing the candidate to proceed to the examination, the standing doctoral committee appoints the examination committee according to section 10
6. the examination committee accepts and evaluates the PhD work
7. the defense and its evaluation takes place before the examination committee
8. evaluation and determination of the overall PhD grade in accordance with section 10 paragraph 5
9. the exam committee's opinions of the PhD work are handed over, and, if necessary, the candidate receives recommendations for required changes from the reviewers according to section 8 paragraph 4 and in consideration of section 8 paragraph 1
10. after another review of the PhD thesis and the fulfillment of any changes requested, the first supervisors from the HfK grant permission for the dissertation to be printed according to section 14 paragraph 3 and section 15 paragraph 1
11. publication of the dissertation; five copies are required to be given to the HfK's library

## 12. the PhD degree is conferred or denied

(2) The following persons may be appointed as doctoral advisors at the HfK Bremen by the standing doctoral committee to supervise the doctoral work in arts and science:

1. PhD professors who are members of the faculty at HfK Bremen
2. honorary PhD professors who are members of the faculty at HfK Bremen
3. PhD professors emeritus who are members of the faculty at HfK Bremen

University faculty from the international partner institutions of higher learning who hold an equivalent academic rank at their institutions may be appointed as second supervisors through the standing doctoral committee, permitted that a confirmation as second supervisors by the relevant committee of the respective international partner institution and evidence of appropriate prerequisites for supervising a doctoral thesis in line with this decree can be shown.

In addition, university faculty with artistic and creative degrees who were members of the HfK Bremen or the partner academies/universities can be appointed as third or fourth supervisors by the standing doctoral committee within the framework of the binational cooperative process.

Upon request by the PhD candidate and approved by the standing doctoral committee, a third or fourth supervisors can be appointed who hold a position as research associate and a PhD.

(4) The review process requires three reviewers for the PhD in art thesis. The following may be appointed as such:

1. At least two professors with a doctorate, honorary professors with a doctorate, and emeritus professors with a doctorate serve as reviewers, at least one of whom has to be a member of a partner university.
2. One professor of the HfK Bremen who does not hold a PhD can serve as reviewer.

### § 3

#### Standing Doctoral Committee

- (1) In order to properly conduct the PhD process and to confer the degree of PhD in Arts, a standing doctoral committee will be appointed. Full-time employed faculty members of the Department of Art and Design at HfK who hold a PhD serve as regular members of the standing doctoral committee. Other members of the standing doctoral committee are appointed by the faculty council of the Department of Art and Design and are confirmed through single majority by the regular members of the standing doctoral committee.
- (2) The standing doctoral committee shall include the following members, elected for four-year terms:
  1. four full-time faculty members of the artistic-design teaching field Integrated Design and Digital Media
  2. one full-time research associate with a doctorate
  3. one university lecturer with a doctorate, from outside the HfK
- (3) The members of the standing doctoral committee will elect a faculty member from their ranks as chair.
- (4) The standing doctoral committee has a quorum if the meeting has been duly convened, at least two-thirds of the members are present, and a majority of the lecturers is guaranteed. Resolutions are passed by a simple majority of the valid votes cast, including a majority of the valid votes cast by the university lecturers. In the event of a tie, the chairperson shall cast the decisive vote.
- (5) The standing doctoral committee has decision-making authority over the following matters:
  1. prerequisites for acceptance as a PhD candidate and admission to the doctoral program
  2. admission to the doctoral exam
  3. appointment and nomination of reviewers
  4. accepting and evaluation of the PhD written dissertation, inclusive of the documentation of the practical artistic-creative work, based on the evaluation of the reviewers and the examination committee
  5. appointing exam committees
  6. termination of any rights arising out of doctoral accomplishments in the event of a culpable breach of the maximum time according to sections 14 and 17

7. conferring the academic degree of PhD and awarding the diploma

The standing doctoral committee makes its decisions about the doctorate based on the report of the examination board. The standing doctoral committee shall be consulted prior to the rector's denial or withdrawal of the PhD degree.

#### **§4**

#### **Appeal Procedure**

In case of an appeal to reverse the doctoral committee's decision, the rectorate will appoint an ad hoc appeals committee consisting of two faculty members with a doctorate and two members of the rectorate. They will obtain the opinion of the doctoral committee prior to making any decision.

#### **§ 5**

#### **Acceptance as PhD Candidate**

[1] To be accepted as a PhD candidate, an application must be submitted to the standing doctoral committee after a supervisory relationship has been agreed upon and the documents required in paragraph three have been submitted.

[2] The choice of subject for the PhD dissertation is left to the candidate's discretion within the framework of section one, paragraph two. The subject of the PhD project will be established in a written agreement between the supervisor and the candidate.

[3] The following formal requirements must be fulfilled in order to be accepted as a PhD candidate:

1. academic degree (diploma, Master's, or an equivalent degree) with the grade 2 or better from an art college or academy either in Germany or abroad
2. academic degree in the fields of art, culture, media studies, humanities, or social sciences from a university with the grade 2 or better, in addition to a portfolio of an artistic, creative practice equivalent to the portfolio of an art school graduate

3. a declaration formally stating that the respective candidate has not yet acquired the academic title of PhD in Arts or an equivalent academic title or was irrevocably denied the acquirement of this title, insofar as this is not an exam retake permitted by this regulation.

Furthermore, the following documents must be submitted:

1. CV inclusive of academic credentials in English and German
2. Proof of participation in at least on introductory course on scientific research and writing
4. a detailed synopsis in English providing information about the intended artistic research project, its title, and containing a solid work plan and schedule in line with a four-year trajectory. The synopsis must be agreed upon in advance with at least one of the student's potential supervisor
5. an individual supervision agreement in accordance with section 2 paragraph 1
6. a written consent of an international partner academy/university to admit the respective PhD candidate to their program and to provide the second supervision
7. proof of language proficiency in English or German. The standing doctoral committee can waive a formal certificate in case that proof of language skills can be demonstrated in other ways and the respective candidate cannot provide a proof required in accordance to sentence two.

[4] The candidate must be continually advised and supervised, both academically and in the practice of art. Their participation in the (structured) PhD program at the HfK - in particular in doctoral colloquia, in individual consultations set forth in the supervision agreements as well as other academic events - and in the equivalent courses at the partner academies/universities must be ensured and documented in writing. A duly supervision requires at least four supervisory sessions annually. The documentation on the compliance with these obligations is to be submitted to the standing doctoral committee each year. Should a repeated non-compliance with these obligations occur, the standing doctoral committee will submit a request for termination of the PhD process and revocation of admission to the rector.

[5] The standing doctoral committee decides on admission or non-acceptance according to section 3 paragraph 6 within six weeks. Admission cannot be

granted, if prerequisites in accordance with paragraph 3 are not fulfilled or proof of prerequisites are not fulfilled despite setting up a grace period. A candidate can also not be admitted, if doctorate procedures are already initiated at another academy/university outside the cooperating partner institutions or the respective candidate has irrevocably failed doctorate procedures in an equivalent discipline.

## **§6**

### **PhD Project and Dissertation**

(1) The PhD project consists of a creative work of art and a written work, the dissertation. Section 1 applies accordingly.

(2) The dissertation to be submitted must demonstrate the candidate's ability to conduct independent scientific work in connection with an artistic, creative research project, while also meeting the standards of good scientific practice as set forth by the Statutes for Ensuring Best Academic Practices and dealing with Cases of Suspected Academic Misconduct (HfK, current status).

(3) In cases where it is justified, and with the approval of the Standing Examination Committee, the dissertation may also consist of 10 individual works with at least 20 pages each (cumulative dissertation). The research context connecting the individual works must be laid out in the form of an extensive, scientifically based explanation. None of the individual pieces may be co-authored with anyone else.

## **§7**

### **Admission to the PhD Evaluation Process**

(1) By submitting the PhD project, the candidate is applying to the standing doctoral committee to be admitted to the PhD evaluation process.

(2) Candidates may be admitted to the PhD evaluation process four times a year. The standing doctoral committee decides on these dates and publishes annually.

(3) Prerequisites for admittance to the PhD evaluation process include proof that the requirements for acceptance according to section 5 paragraph 3 have been fulfilled, verification of the PhD requirements in accordance with paragraph four, and submission of the PhD project inclusive of the documentation of the practical artistic-creative research project.

(4) The application must be made in writing to the chairperson of the standing



doctoral committee, and must be accompanied by the following:

1. a curriculum vitae in tabular form with details of the candidate's professional and educational background
2. verification of the prerequisites for acceptance as a doctoral candidate (the supervision agreement)
3. evidence of at least four regular supervisory sessions with the PhD candidate and the selected supervisors
4. documentation of participation in the doctoral program at the HfK and equivalent courses at the partner universities
5. statement as to whether the PhD candidate has already been through or applied to go through a doctoral program or its equivalent for the purpose of obtaining a PhD degree
6. list of scientific publications and artistic or creative projects and exhibitions
7. three bound copies of the PhD work. The work includes the written scientific dissertation and the documentation of the artistic, creative research project, in consultation with the supervisors and in consideration of the specific artistic, creative research project
8. a summary of the PhD work's essential findings no longer than six pages (theses) and a selection of informative visual material, also no longer than six pages
9. a declaration on oath in English or German, enclosed in appendix and accordance with section four paragraph five. It must be accompanied by a written declaration stating that:
  - a. the work has been done without any impermissible help from others
  - b. no sources or aids other than those described here have been used and
  - c. any content originated by someone else is identified as such.

(5) The standing doctoral committee must make doctoral admissions decisions without delay, but at the latest within six weeks of receipt of the application. Aside from the documentation noted in paragraph four above, the committee shall determine, in a summary examination, if the requirements for the doctoral work noted in section one, paragraph two have been fulfilled. Upon request, the primary supervisor must submit a statement commenting upon the PhD thesis to the standing doctoral committee to aid in its deliberations on admission to the doctoral program.

(6) At least fourteen days before the meeting date, the thesis and the selected visual materials must be sent to all members of the standing doctoral committee, along with the invitation to the meeting.

(7) The PhD work must be available for all of the invitees to inspect fourteen days before the meeting.

(8) If the applicant is not admitted to the PhD examination process, the applicant must be notified of the decision in writing; the reasons for the denial must be given, as well as instructions for making an appeal. In this case, a copy of the PhD work, along with the statements and records of the proceedings, must remain in the standing doctoral committee's records.

(9) If the standing doctoral committee finds that the requirements in section one, paragraphs two and five have been fulfilled, it can open the process of examining and evaluating the doctoral work. It will nominate and appoint the two supervisors and request their written evaluations.

(10) The doctoral candidate may withdraw the PhD work before the first evaluation is presented. The written application must be submitted to the chairperson of the standing doctoral committee. The process must be dealt with as if no application for the PhD exam has been made.

(11) After the first supervisor's evaluation has been submitted, the applicant has until the defense date to request a pause in the procedure in order to revise the doctoral work or withdraw the application. A candidate may apply for a delay in order to make revisions only one more time. The revised version of the doctoral work must be submitted to the same supervisor within a period of six months. The standing doctoral committee will make all decisions concerning any exceptions to the rules. If the deadline is not met, the standing doctoral committee must decide in concert with the supervisors and reviewers if the PhD work will be rejected and the examination considered "failed."

## **§ 8**

### **Procedure for Evaluating the Doctoral Work**

(1) When a candidate is admitted to the exam process, the standing doctoral committee must appoint two reviewers — one from the scientific field and other from the artistic field — as soon as possible but no later than four weeks after admission.

(2) Reviewers will be appointed according to the criteria set out in section two, paragraph four. The doctoral candidate is permitted to suggest potential reviewers.

(3) Each reviewer must submit an independently authored and graded evaluation, which will serve as the basis for accepting or rejecting the doctoral work. At the latest, evaluations must be submitted eight weeks after the reviewers have been appointed. They are to be sent to the applicant, the members of the standing doctoral committee, and to the members of the exam committee, once they have been appointed.

(4) The reviewers will recommend to the standing doctoral committee whether a doctoral project should be accepted or rejected. The work will be graded according to the guidelines in section ten, paragraph two.

(5) The reviewers will evaluate the sections of the PhD project in which they have expertise.

(6) If the reviewers recommend the work, they may at the same time propose conditions for its publication. The primary supervisor at the HfK Bremen will decide upon the implementation of these requirements before going to press.

(7) The standing doctoral committee may request another expert opinion, if

1. the grades given by the reviewers differ by at least two levels, in accordance with the guidelines in section ten, paragraph two
2. the reviewers contradict each other with regard to whether or not the work should be accepted, and the applicant allowed to proceed to the oral examination
3. at least two members of the standing doctoral committee object to an evaluation, and doubts about the correctness of the evaluation are not dispelled by the reviewer within a reasonable period of time

## **§ 9**

### **Accepting the PhD Project and Beginning the Examination Process**

(1) After all of the evaluations have been submitted, the standing doctoral committee must decide within six weeks whether to accept the PhD work. If the doctoral work is accepted, it must be on public display in the Department of Art and Design for fourteen days.

(2) The members of the standing doctoral committee will be invited no later than fourteen days before they meet.

(3) Evaluations will be made available to the circle of invitees fourteen days before they meet.

(4) The PhD work must be rejected if two of the reviewers do not recommend that it be accepted.

(5) The standing doctoral committee's decision whether or not to accept the PhD project is based on the reviewers' evaluations.

(6) A written rejection will be sent to the candidate; in case of rejection, the candidate has the right to request to see the evaluations up to a month after the decision has been received.

(7) If the PhD project is rejected, one copy of it, along with all of the evaluations, will remain with the examination records.

(8) If the PhD project is accepted, the candidate has the right to view the contents of the evaluations at least two weeks before the date of the defense with the standing doctoral committee.

## **§ 10**

### **Examination Committee**

(1) After the PhD project has been accepted and been on display in the department, the standing doctoral committee will appoint an examination board to continue with the doctoral process, especially as concerns the defense procedure, the evaluation of the exam, and the assignment of the final grade.

(2) Members of the examination board will be:

1. the reviewers
2. the supervisors from the HfK and the partner schools
3. one member can be a research associate with a doctorate from HfK or a lecturer who holds a PhD from HfK
5. a chairperson, to be chosen by the standing doctoral committee, who is a lecturer. The chair is not permitted to be the project's reviewer.

According to paragraph two, numbers one and two, the majority of the examination committee must be made up of members of the HfK.

(3) All members of the standing doctoral committee have the right to participate in the examination process.

(4) The members of the exam board will elect a secretary from among their own ranks.

## **§ 11**

### **Defense Procedure**

- (1) After consultation with the standing doctoral committee, the exam board will begin the public defense of the PhD project within six weeks after the PhD work has been accepted and the examination process has begun.
- (2) Two weeks before the scheduled date, the defense must be announced to the school's student body and faculty, as well as the department responsible.
- (3) The defense is open to the public.
- (4) In case of illness or other exceptional circumstances, the defense may be postponed for up to four weeks; a physician's certificate or statement from the candidate must be submitted to the chairpersons of the exam committee and the standing doctoral committee.
- (5) To begin the defense, the chairperson of the exam committee will introduce the doctoral candidate and their scientific, artistic, creative project; the chair will also confirm that the requirements for admission to the exam and accepting the doctoral work have been fulfilled.
- (6) During the defense, the candidate has thirty minutes to elucidate the essential results of their work.
- (5) After the candidate's lecture, the reviewers and other members of the exam committee have the right to question the candidate. The exam board's chairperson may reject questions that do not address the topic of the defense.
- (6) The defense will be neither less than an hour, nor more than ninety minutes.
- (7) Within four weeks of the defense, the examination board will submit a written record of it to the standing doctoral committee. The record will contain the evaluations and any other additional statements from the reviewers concerning the defense, as well as a summary of the procedure and the results of the defense, along with a statement from the examination board as to whether the degree will be conferred and what the final grade will be.

## **§ 12**

### **Evaluating the Disputation and Determining the Overall PhD Performance**

- (1) Immediately after the defense, the examination board will hold a closed

meeting to decide on whether the candidate has passed or failed the defense and the grades, in accordance with section eleven, paragraph two. Each member of the exam committee will grade the defense individually.

[2] The candidate has passed the defense when the majority of the eligible members of the examination board awards the candidate at least a “passing” grade. After the defense, the chairperson will announce the grade for the defense in accordance with section ten, paragraph two, and the overall final grade for the whole doctoral work. The candidate must be informed immediately after the decision has been made.

[3] A record of the defense, containing the following information, will be created:

1. place and time of the defense
2. names of the candidate and the members of the examination board
3. the defense proceedings and reasons behind the evaluation or grade, in accordance with section eleven, paragraph two
4. individual grades from the reviewers and examiners for both the doctoral project and the defense
5. overall grade for the PhD performance, in accordance with section eleven, paragraph two
6. signature of the examination board’s chairperson.

[4] The record consists of the written reviews, if applicable inclusive of complementary statements of reviewers based on the defense, and a summary of the proceedings as well as the results of the defense, including the statement of the examination board, whether or not and with what final grade the candidate passes the PhD examination process. The examination board hands over the record to the standing doctorate committee within four weeks.

[5] If the defense is a failure, it may be repeated once within a period of one year, but no earlier than two months after the first attempt. If the candidate fails again, then the process comes to an unsuccessful end.

## **§ 13**

### **Evaluating the PhD Performance**

(1) Both parts of the PhD project must be successfully completed.

(2) Grades are as follows:

*summa cum laude* = outstanding, brilliant performance  
*magna cum laude* = very good performance  
*cum laude* = good performance  
*rite* = sufficient performance  
*non sufficit* = insufficient performance

The evaluations are expressed in whole numbers:

*summa cum laude* = 0  
*magna cum laude* = 1  
*cum laude* = 2  
*rite* = 3  
*non sufficit* = 4

These grades will not be included on the diploma. They are simply for the purpose of evaluation.

(3) The final overall grade will be the mean of the reviewers' grades, which are weighted at two, and the mean of the defense grades, weighted at one. These two means will not be rounded up or down, but the final grade will be. Grades of up to 0.5 will be rounded up in the candidate's favor.

If grade calculations wind up as fractions, then the following applies:

0.1 up to and including 1.4 becomes 1, or *magna cum laude*  
1.5 up to and including 2.4 becomes 2, or *cum laude*  
2.5 to 3.4 becomes 3, or *rite*

If the grades from all of the doctoral reviewers and the examination board are *summa cum laude*, then the overall grade *summa cum laude* (with honors) may be conferred. The overall grade must be conferred by the examination board unanimously.

## § 14

### Publication and Deposit Copy

(1) After the defense has been passed, the chairperson of the examination board will inform the candidate if any publication requirements have changed, and if so, which ones have yet to be fulfilled.

(2) The PhD dissertation must be published within two years after the standing doctoral committee has been informed of the final grades. In the event that the

candidate fails to meet the publication deadline, through their own fault, then all rights acquired through the PhD work are rescinded. The standing doctoral committee will decide on this.

(3) If altered requirements must be fulfilled before publication, the revised dissertation must be submitted to the supervisor at the HfK before it goes to the printer, in order to fulfill the new requirements.

(4) Besides the five required copies, the author must present the following to the HfK library, free of charge:

1. a summary of the scientific component in electronic format in the designated data format and six bound copies inclusive of the documentation of the practical artistic-creative work

or

2. a summary of the scientific component in electronic format in the designated data format and three bound and printed copies, if published in a magazine or if a bookshop takes over distribution, in which case, the publication must be labeled as a PhD dissertation from the HfK Bremen. The first edition must be at least 150 copies.

(5) If the dissertation is not available in electronic form, then forty bound deposit copies and a summary in electronic form must be provided instead.

(6) If the dissertation is available in electronic form, then the candidate must allow the HfK the right to print and distribute other copies of the dissertation, for instance, to distribute or otherwise make available to data networks. In all other respects, the author's rights under copyright law shall remain unaffected. The copyright for each piece of visual material must be provided. Otherwise, all visual material may only be made available internally in connection with the examination.

(7) The documentation of the artistic, creative section of the project in accordance with section 1 paragraph 2 will be determined in detail by the exam committee.

(8) If the candidate, through their own fault, fails to meet the publication deadline, then all rights acquired through the PhD work are rescinded.

(9) After being approved for print by the supervisors, five copies and one electronic version in a data format secured against changes must be presented to the HfK's library.

## § 15



## **PhD Graduation, Diploma, and Obtaining the Academic Title**

(1) In the absence of any procedural irregularities, the standing doctoral committee will confirm the overall PhD grade. After the candidate has proved to the chairperson of the standing doctoral committee that the dissertation has been published and presented to the HfK library in accordance with section twelve, the candidate will receive a PhD diploma and the graduation process will be complete.

(2) The candidate is not permitted to use the PhD title until the diploma has been presented.

(2) The diploma will be dated with the day of the defense and printed in duplicate. It will be signed by the rector of the HfK and the chairperson of the standing doctoral committee and stamped with the HfK seal. One copy will remain in the examination file.

## **§ 16**

### **Access to Records**

If the PhD candidate submits a written request to the chairperson of the examination committee, the candidate must be allowed access to the examination records.

## **§ 17**

### **Appeals**

(1) All written decisions of both the standing doctoral committee and the examination board must be provided with instructions on how to appeal.

(2) An appeal may be made objecting to the decisions of the standing doctoral committee and/or the examination board. If the appeal is not upheld, the rector must make the final decision.

(3) The appeal must be made within thirty days after the candidate has been made aware of the decision. A decision on the appeal must be made within thirty days.

(4) After exhausting all administrative remedies, the candidate has the right to take legal action; the candidate must be informed about how to take legal action.

## **§ 18**

### **Revocation or Disqualification**

(1) A PhD degree must be considered revoked or disqualified if, in between the end of the examination and the conferral of the diploma, it is established that

1. the PhD candidate engaged in deception during the examination
2. facts become known (i.e. given false or counterfeit information during admission) that exclude the candidate from receiving an academic degree
3. failure to meet the publication deadline of maximum two years

After consulting with the standing doctoral committee, the rector will make a final decision. The person affected may protest the revocation in a court of law.

### **§ 17 Entry into Force**

These regulations shall enter into force on the day after they are approved by the rector.