

# Performance Criteria

(November 2023)

## 1. General

The successful completion of the GC PhD program requires passing through the first year's training phase and finishing a doctoral thesis during the research phase. The total time enrolled in the GC program should not exceed five years for employed doctoral students.

## 2. Training phase (year 1)

The first year's training phase consists of two semesters of intense, full-time coursework. Students are expected to fully dedicate themselves to studying in order to successfully pass all examinations.

The first year's curriculum comprises the following courses:

First semester (October-March)

- Preparatory Math Course
- Advanced Microeconomics\*
- Econometrics I\*
- Advanced Macroeconomics\*

Second semester (April-September)

- Econometrics II\*
- Elective\*
- Elective\*

Courses marked with \* count towards the average grade. All courses in the first semester are mandatory. In the second semester, students must take Econometrics II and two additional elective courses out of the broad programs offered by the cooperating universities. The courses must be at master or PhD level and fit to the students' research interests. For a master-level course, a PhD-level examination is required on top of the master-level examination. Whether the electives qualify to be part of the GC curriculum hinges on their academic level and the specific course syllabus. Students report their electives to the GC Dean for approval. All courses offered by the Berlin School of Economics automatically qualify for the GC program.

Credits for PhD-level courses completed prior to joining the GC may be granted upon special agreement with the Dean.

Exams are graded according to the following scale: very good (1.0, 1.3), good (1.7, 2.0, 2.3), satisfactory (2.7, 3.0, 3.3), sufficient (3.7, 4.0), and fail (5.0). Credit is only given if the grade is 4.0 or better.

Grades must be reported to the Dean by means of direct notice from the lecturer or in form of official certificates.

Continuing the GC program after the first year requires that all exams be passed successfully with an overall average grade of 2.5 or better.

In the first semester, students are allowed to fail at most one exam (grade 5.0). This exam may only be repeated once. The grade 5.0 of the failed attempt will not count for the overall average grade.

In the second semester, failed exams may be compensated for by retaking exams or by passing additional electives, the choice of which is subject to the Dean's approval. Unlike the first semester, in the second semester grades for both the failed exams and the retry/alternative exams do count for calculating the overall average grade.

The decision of admission to the research phase (years 2-5) is made shortly after all grades from the first year are available. If it is not possible to retake an exam before the end of the second semester, the Dean may make a special exception to this rule.

A further requirement for admission to the research phase is that a dissertation supervisor must be assigned by the end of the second semester (cf. 4).

### **3.Internships**

GC participants are required to engage in one or more internships that cover between 4-26 weeks. This may be split between different internships or consist of only one internship. It is recommended to complete the internship during the semester breaks of the first year, but it is possible to complete it during later periods. Especially research stays at other universities might prove more useful if the students have already begun their research. During the research phase, student absence due to internship must be approved by both their supervisor and the head of their department.

### **4.Research topics and supervision**

Students are expected to develop a dissertational topic during the second semester of the first year. At the end of the second semester they must have found a supervisor and signed the GC Supervision Agreement (*Promotionsvereinbarung*).

### **5.University enrolment**

Students have to enroll as a PhD student with the beginning of the second year of their PhD. They enroll at the university where their supervisor is located. It is the

students' responsibility to meet the university's regulations for enrolment as a doctoral student.

## **6. Research phase (years 2-5)**

Students must submit a research outline and a research schedule to their supervisors within six months of starting their research phase. Copies of the documents, jointly with a statement by the supervisor, must then be forwarded to the Dean. Any changes in the topic, changes in the supervision and other relevant changes in the dissertation project must be reported to the Dean.

During the research phase, students are expected to participate in seminars and Masterclasses, as well as to present their research at conferences and workshops. They must present their work at least twice in the GC workshops and at least twice in an internal seminar of their department or research group. They should publish their results in the discussion paper series of the DIW Berlin and, if applicable, write at least one Weekly Report (*Wochenbericht*).

The doctoral thesis should be finished within four years of joining the GC program.

## **7. Affiliation with the GC**

A student's affiliation with the DIW Berlin Graduate Center begins with entering the program on October 1<sup>st</sup> of the first year. It ends with the awarding of the doctoral degree, the student's resignation from pursuing the doctoral degree, leaving the DIW Berlin permanently, or after 5 years. For parental leave or in hardship cases, extensions of this maximum length in the program can be authorized upon agreement with the Dean. Students may also be required to leave the program in special circumstances, like exceptionally low performance in the research phase.