

# IFSH PhD Programme

## I. Admissions Criteria and Programme Structure

### 1. *Academic and other admissions criteria for candidates*

As a requirement for the programme, candidates must be eligible for a doctoral degree according to German higher education laws. The applicant should have a good or very good first degree, as well as sufficient broad knowledge of the fundamentals of peace research, theories on international relations and research methodology as well as good language skills in German and English. Knowledge of another foreign language as well as demonstrated relevant internship and/or work experience is desirable. Furthermore, an engaged and disciplined work ethic is expected.

The selection procedure will be based on the admission criteria. Candidates are invited to apply by sending in an exposé of approximately ten pages in German or English. The applicant's thesis statement, research goals, planned methodology for the proposed research project must be clearly illustrated.

### 2. *Guiding principles of the PhD programme*

The PhD programme of the IFSH orientates itself on the following academic and organizational principles:

*Topic of the dissertation.* Only PhD theses which are related to the topic of peace research, are linked to the multidisciplinary research fields of the Institute, and which can be supported by the in-house expertise, can be accepted. Generally speaking, these fields include empirical and theoretical projects in the humanities or natural sciences which deal with peace keeping, peace consolidation, crisis prevention and conflict management on inter-state and domestic levels in the broadest sense. This also includes disarmament and arms control (see IFSH research programme). The submission of a dissertation should lead to a significant enhancement of the existing knowledge-basis and, simultaneously, should be of practical relevance to the tasks of peace policy.

*Duration of the programme.* The research proposal and the thesis statement should be structured in such a manner that the PhD can be realistically obtained within two years. The PhD programme is organized as a two-year research project, and the termination of this period also demarcates the end of both academic support as well as financing. Thus, extending the project for another two years is not possible.

*Professional working method.* The programme will be based on professional criteria and a strict timetable. The difference between semesters and vacations ceases to be and residence in Hamburg is obligatory.

*Division into quarters.* The programme is divided into eight quarters. Each quarter will be dedicated to a specific phase of the dissertation and to complementary events (see II.3). Central principles are those of obligation and flexibility. Obligation means that certain phases of the work load must be started or completed by a certain date; flexibility means that such working phases can also be started or concluded at an earlier date.

*Participation in research field/project.* ISFH is composed of the Centre for European Peace and Security Studies (ZEUS), the Centre for OSCE Research (CORE), and the Interdisciplinary Research Unit on Arms Control, Disarmament and Risk Technologies (IRAD). Each participant will work in a specific research field or in a specific research project if a research project of the Institute coincides with the dissertation theme. It is obligatory to participate in the running conceptual, co-ordination and evaluation processes. However, it is not obligatory to make an individual, larger contribution to a work. Participation in a research field or project ensures that the doctoral candidate is integrated into the research work of the Institute.

*Personal supervision.* Independent of supervisors, who are in charge of the actual academic part of the programme, the IFSH also provides a programme leader. Furthermore, each participant will have, as a personal supervisor, a project leader of the IFSH who works in a field related to the doctoral candidate's thesis. Additionally, the doctoral candidate has direct access to the heads of the Institute if their specific expertise is required. A qualified research fellow of the IFSH (Dr. Erwin Müller), who has extensive work experience and personal experience in supervising PhD candidates, as well as in assisting young researchers in the framework of third-party funded projects, acts as the programme leader. The programme leader is the main contact person of the doctoral candidates for any type of query or need.

*Internship.* The doctoral candidate can undertake to do an internship. The choice of internship is based on the dissertation topic; the internship itself counts as a research trip.

*Research trips.* If necessary, the programme grants the opportunity for doctoral candidates to carry out further research trips to collect research material and information. It is also expected that the doctoral candidate participate in conferences.

*Budget Management.* For academic purposes and travel (literature, PC, internship, research trips), each doctoral candidate receives an individual research budget. The use of this budget will depend on the given regulations and on the approval of the personal supervisor. All expenditures shall be itemized. This measure serves to teach independent planning and management of the working process.

*Complementary Events.* Each participant is expected to participate, when appropriate, in a series of complementary optional and compulsory events in order to receive further qualifications and to enhance his/her existing specialized and critical knowledge (see II.1). Written proof of attendance will be required.

*Evaluation.* At the end of each quarter and, if necessary, in shorter intervals, the doctoral candidate will provide a brief written report on the progress of his/her work. This report will serve as the basis for a presentation at the interdisciplinary research colloquium which is held at the IFSH.

### 3. Programme Structure

#### *Definition phase (1<sup>st</sup> quarter)*

During this phase, the proposed theme of the exposé, the main questions and sub-questions as well as the scope of the dissertation will be defined, or respectively, elaborated on. At the end of this phase, a detailed table of contents will be compiled. As far as possible, this should be

based on previously read literature. Likewise, a timetable and research plan should be mapped out. This definition phase requires intensive supervision.

#### *Literature phase (2<sup>nd</sup> quarter)*

The aim of the literature phase is to collect relevant documents and secondary literature based on the outline, and to work through these to such an extent that empirical research demands can be formulated in detail. Insofar, this phase prepares the doctoral candidate for the internships/research trips that follow.

#### *Research phase (3<sup>rd</sup> - 4<sup>th</sup> quarter)*

The purpose of this phase is to conduct research with the use of empirical data and literature to develop the research question. During this phase, internships or research trips take place. The candidate is to have worked through the main parts of his research question by the end of this phase.

#### *Writing phase (5<sup>th</sup> - 7<sup>th</sup> quarter)*

In this phase, the doctoral candidate will write up her/his dissertation and carry out any further necessary research, including short research trips, which arise as a necessity during the writing phase. The writing phase, as well as any other phase, can be carried out before these dates. The IFSH expects that a dissertation of 250 pages be written up within nine months, and be revised in the last quarter. In order to attain the necessary concentration which is required for writing, no complementary events will take place during the writing phase.

#### *Correction phase / Reserve (8<sup>th</sup> quarter)*

During this phase, the content of the dissertation will be worked over and the language will be revised to create the final version.

## **II. Supervision and support at the IFSH**

### *1. Complementary events*

The doctoral candidate of the PhD programme will participate in a number of available events, the aims of which are to:

- enhance the interdisciplinary aspect of the programme;
- fill in gaps in existing knowledge and skills with regard to their research plans;
- broaden their scientific perspective by moving beyond the narrower research themes of the candidate's own dissertation;
- acquire professional and practical qualifications.

Participation in events is partially compulsory, partially optional. If the IFSH itself cannot offer complementary events, it will ensure that such events are made available or that the necessary contacts are formed. The events are comprised of :

#### *Organizing research, writing, citing, and editing*

Bloc seminar in the 1st or 2nd quarter, offered by the IFSH, compulsory.

#### *Selected fields of theory and methodology*

A two-hour, weekly, doctoral seminar on selected theories and methodologies of peace research. The content will be defined by the specific needs of the doctoral candidates at the Institute.

#### *Research ethics*

A compulsory event in the form of a bloc seminar, which is an integral part of the doctoral seminars. The sessions will be held at the IFSH and/or at the Institute for Theology and Peace in Barsbüttel, in the proximity of Hamburg, or at another relevant institutes.

#### *Higher education didactics*

An optional, complementary event in the form of a bloc seminar at the Interdisciplinary Centre for Higher Education Didactics (IZHD) at the University of Hamburg. The session will take place during the 2<sup>nd</sup> and 4<sup>th</sup> quarter. In addition, it will be possible to take up the role as a tutor within the framework of the postgraduate Masters Programme "Peace research and security policy" at the University of Hamburg, of which the IFSH is also a part.

#### *Practical research management*

A compulsory event in the form of a bloc seminar, carried out by the IFSH between the 2<sup>nd</sup> and 4<sup>th</sup> quarter. Content: Writing research proposals (various formats), in particular, development of research question, literature review, research work plan and budget.

#### *IT and media competence*

An optional event at the Institute for Journalism and Communication at the University of Hamburg (during the 1<sup>st</sup> and 2<sup>nd</sup> quarter, in particular, for research and presentation techniques).

#### *Research Colloquium at the IFSH*

Since its founding, a weekly, two-hour research colloquium has been taking place at the IFSH. All researchers of the Institute participate, and external researchers frequently contribute to the sessions. Aside from offering doctoral students the the opportunity to receive further academic training, participation in this colloquium – which is on equal footing – offers students the opportunity to present their research results to a forum of qualified experts.

#### *Events held by/at the IFSH*

Participation in the events held by the IFSH is optional, but strongly desired and encouraged. In general, all events of the IFSH are open to doctoral students. These also include sessions of the "Falkenstein Discussion Forum", which is comprised of prominent personalities, and the series of lectures by the "Forum for the Promotion of the Institute of Peace Research" (VFIF).

## *2. Support and Supervision*

Involvement in these fields or projects and the possibility to use the communication and co-operation network of the Institute, as well as its infrastructure, provide optimal conditions for completing a PhD.

In particular, the system of support and supervision the IFSH offers to doctoral candidates is comprised of the following four components:

- continuous, extensive supervision by the programme leader; expert supervision by the leader of the research project in which the participant works; direct access to the head of

the Institute; supervision by lecturers in charge of the PhD. Combined, these factors provide for an intensive and unique supervision;

- several thematic-relevant research projects, in which the PhD candidate can find orientation, supervision and support;
- already tested forms of deepening PhD studies (doctoral seminars, research colloquium);
- access to the Institute's comprehensive, specialized library, which comprises more than 26,000 works and 140 up-to-date periodicals, to documentation as well as the specialized information system, "Specialized Information Network International Relations and Area Studies", with approx. 500,000 entries. Access also to the IFSH premises and its technical infrastructure.
- intensive and continuous working relations with governmental bodies (German FO, Defence Ministry, the Bundestag), international organizations (UN, EU, OSCE), international courts, including the International Court of Justice in The Hague and the International Tribunal for the Law of the Sea in Hamburg, national and international research centres, as well as the institute's external researchers abroad.
- a broad range of yearbooks and monographs edited by the Institute, including specialized journals as well as working papers, which allow for the opportunity to view and experience the editing and publication process. The IFSH publishes, alongside its own series, the well-respected "OSCE Yearbook", and together with four partner institutes, the yearly Peace Report ("Friedensgutachten"). The publishing and editing of the only German specialized journal on peace and security policy (Sicherheit und Frieden/Security and Peace), for the most part, takes place at the IFSH. Furthermore, it is important to note that the IFSH as the only peace research institute in the Federal Republic of Germany with the reknown series "Demokratie, Sicherheit, Frieden/Democracy, Security and Peace", published by the Director of the Institute, also has its own book series to which dissertations can be contributed;
- assistance in finding an internship and organizing research trips;
- assistance in publishing the PhD thesis;
- advice on how to apply for printing cost grants. For the publication of outstanding works, the IFSH itself frequently provides funds;
- support in finding employment.