



Please note:

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Guidance Document on the Extension of Professorial Membership in the Doctoral School NRW in accordance with Section 3 of the Membership Regulations dated 05.05.2025

(Procedure for reapplication if a professorial membership already exists)

The status for professorial membership of PK NRW is valid for a period of five years. For the review, professorial members must keep their data up to date or update it at the latest when submitting their application. The status review is carried out according to the known procedure and must be applied for via the Doctoral School information and control system KISS. As a rule, the current membership criteria according to the Membership Regulations should also be fulfilled in the new review period.

There is no provision for an extension of the association period for associate professors. However, they can apply for professorial membership at any time after the end of their associate status.

For professorial members who have been members for at least four years, Section 3 (12) of the Membership Regulations provides for an exception to the review of membership status.

In order to make use of the exemption, it must first be established that the criteria of publication and/or third-party funding are not met. If the criterion of appropriate supervisory experience is not met, the exception does not generally apply. The following criteria can be used for a well-founded overall assessment of the academic achievements¹ (not exhaustive):

- special quality of research and publications, prizes and awards,
- (potential) significant scientific, technological, economic or social impact of Research,
- diversity of research activities and practices, special commitment to peer review, mentoring, assessment and supervision of doctoral candidates outside the PK NRW, science communication, cooperation with business and industry, transfer, translation, exhibitions, support for open science practices, cooperation with social actors, participation in scientific and science policy bodies,
- diversity of scientific disciplines, multi-, inter- and transdisciplinary research,
- special commitment to gender equality in science, equal opportunities, diversity and inclusion in the broader sense, promotion of researchers at different career levels,
- active participation in the PK NRW, in particular the supervision, assessment and examination of doctorates, work as (Deputy) Director, Ombuds Person, committee work or the organization of qualification events in the PK NRW.

Applicants generally provide evidence of the above-mentioned achievements in a written report in which the scientific achievements to be taken into account for the overall assessment are listed and commented on. The report should not exceed four pages. In the overall assessment of academic achievements, the quality of the achievements is weighted higher than the quantity. The report is uploaded to KISS together with the CV when the application is submitted. Together with the other achievements deposited in KISS, this forms the basis for the detailed scientific evaluation by the Recommendations Committee as the basis for the decision of the Department board.

¹ We refer here to the Coalition for Advancing Research Assessment (CoARA) initiative, <https://coara.eu/>.