

Regulations for Secondary Membership

at the Faculty of Health Sciences Brandenburg, a joint faculty of the University of Potsdam (UP), the Brandenburg Medical School Theodor Fontane (MHB), and the Brandenburg University of Technology Cottbus – Senftenberg (BTU)

Generally, members of the three sponsoring universities can co-opt into the Faculty of Health Sciences.

1. Contents of the Application

The application for co-option to the FGW must include the following documents:

- A cover letter stating the motivation for membership
- A curriculum vitae with the following details: name, degree(s), doctorate, if applicable habilitation, if applicable medical license, if applicable specialist/additional qualifications, major career milestones, current position, previous acquisition of third-party funding, number of supervised theses, teaching experience, experience in committee work
- List of publications: peer-reviewed original papers, indicating the number of first and senior authorships, along with the five most important publications

Generally, for a co-option to the FGW, **active and passive voting rights can only be exercised in one faculty**. As the applicant, you must **specify in which faculty you wish to exercise your voting rights**. If you choose to exercise your voting rights in the new faculty, you cannot be elected to the faculty council or vote in your home faculty.

2. Submission of the Application

The application, along with the required documents, can be submitted to the dean's office to the Dean. The Dean will then present the application to the faculty council for a decision, along with her/his recommendation.

3. Further Processing and Feedback on Your Application

You will be informed by the dean's office about the decision made by the FGW faculty council.

Additionally, you must inform your home faculty, either the senate or the university administration, about the process. This is governed at the three institutions as follows:

University of Potsdam

You must inform your home faculty, specifically the faculty council, about your intentions. Especially if you wish to exercise your voting rights in the FGW, this must be disclosed.

Brandenburg Medical School Theodor Fontane

The co-option must be endorsed by the leadership of your home faculty and the presidium. Please contact Kerstin Gerner (kerstin.gerner@fgw-brandenburg.de) for the necessary documents

Brandenburg University of Technology Cottbus-Senftenberg

Your home faculty and the senate must approve your co-option. Please also contact the liaison for the faculty council of your home faculty.