

Effective: June 2023

Information for Doctoral Candidates

Acquiring an Embossed Certificate

After submitting your dissertation and passing your oral examination, you will receive your official doctoral degree certificate.

You also have the option to buy an [embossed certificate](#) in English OR German for a **fee of 135,89 EUR** (incl. VAT) or two copies - in English AND German for a fee of 239,68 EUR (incl. VAT).

The embossed certificate is DIN A3-sized, printed in color and signed by the TUM President as well as by the dean of your degree-awarding institution.

If you would like to order an embossed certificate, please send an e-mail to contact@gs.tum.de.

Please include a scan/ a PDF file of your doctoral certificate or your preliminary certificate as well as the following information:

1. Date of your oral examination (only needed with a preliminary certificate)
2. Your address (for the invoice)
3. Indication whether you would like to pick up the embossed certificate at your dean's office (if possible) or if you want to receive it by mail (if applicable, the according address)
4. Chosen language for the embossed certificate (English/ German)
5. Your IBAN and BIC for the invoicing (please note that you need to provide us with BOTH numbers)
6. Information whether you are currently employed at TUM

If all of your details are complete and correct, we will send you the invoice. **The embossed certificate will be prepared and signed once we have received the payment. Please note that the whole process takes 6 to 8 weeks on average (administrative delays might be unavoidable).**

Do you have any further questions?

Please do not hesitate to contact TUM Graduate School!