

Registration and enrolment as a doctoral candidate at the HFT Stuttgart

Status: 07.07.2026

According to § 38 paragraph 5 sentence 1 of Landeshochschulgesetz (LHG) enrolment at HFT Stuttgart is mandatory after acceptance as a doctoral candidate. This must be completed no later than two months after acceptance.

Before you register in the university campus portal for the first time, please check which of the groups of people described below applies to you. If you are unsure which group you belong to, please contact the Graduate School at graduertenakademie@hft-stuttgart.de.

Current students of HFT Stuttgart

If you are currently still enrolled at HFT Stuttgart, you can use your student account to log in to the university campus portal. You can continue directly with step 2 and register in the university campus portal.

Former students of HFT Stuttgart

If you were enrolled at HFT Stuttgart in the past but your student account is no longer active, please contact: campus-support@hft-stuttgart.de

Employees HFT Stuttgart

If you are currently employed at HFT Stuttgart, please use your employee account (User id in the form firstname.lastname@hft-stuttgart.de). You can proceed directly to step 2 and register in the university campus portal.

All others

If you are not currently enrolled at HFT Stuttgart, please register for the first time. A detailed description of the procedure follows in the next chapters.

Step 1: Registration in the university portal

Call up the university campus portal and log in

1.1 Please go to the homepage of the university campus portal via the following link: <https://campus.hft-stuttgart.de/>. You can find the English version at the bottom right of the homepage.

And create an account to register as a doctoral candidate.

Portalauswahl

 Bewerber/-innen Sie haben sich für ein Studium entschieden und möchten sich informieren oder sich für einen Studienplatz bewerben.	>	 Studierende Sie studieren bereits und möchten Ihre Studienbescheinigung ausdrucken, Ihre Studiengebühren einsehen oder einen Antrag stellen.	>
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Registrierung für Doktorandinnen und Doktoranden

Für die Registrierung als Doktorand/-in benötigen Sie einen Account. Sofern Sie bereits einen Account besitzen, können Sie sich über den folgenden Link anmelden und anschließend als Doktorand/-in registrieren. Sofern Sie noch keinen Account für HISinOne besitzen, nutzen Sie bitte den zweiten untenstehenden Link.

 Registrierung als Doktorand/-in Einfach anmelden und sofort als Doktorand/-in registrieren.	>	 Account erstellen Erstellen Sie einen Account, um sich anschließend als Doktorand/-in zu registrieren.	>
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1.2 Complete the form fields displayed on the following page (personal data, contact details). Create a password with at least 12 characters (consisting of upper and lower case letters, at least one number and one special character) and confirm that you have read the information on data protection.

Please do not use the registration, if you already have an account. You can apply under the menu item **application** or **doctorate**.

You can login on the top right side of this page.

All fields marked with an asterisk (*) are required. Some input fields provide an Info icon to display additional information.

 Please note the data privacy policy regarding the registration.

Personal data

* Surname		
* First name		
All first names		
* Gender		
Academic degree		
Academic degree suffix		
Name prefix		
Name suffix		
Pseudonym (artist name)		
* Date of birth	mm/dd/yyyy	
* Place of birth		
Country of birth		
Birth name		

Confirm the data entered by clicking on 'Register'.

Response to the security question		
Data privacy policy ☐ * I have taken note of and accept the data privacy policies listed at the beginning of this page. → To the data privacy policies.		
Register		

You are here: [Home](#) > [Admission](#) > [Registration](#)

Registration

 **Thank you for registering!**

An e-mail has been sent to you, containing detailed instructions on how to activate your user account.

- Please follow the instructions carefully.
- IMPORTANT:** Please remember your user data, you will need them once in a while to log in to the application portal.

If you already have an account

- If you are registered with this e-mail address and you have activated your account, please use the link "Forgot login data?" or contact your university.

1.3 You will receive an automatic e-mail to the e-mail address you provided with your access data for registration as a doctoral candidate. Please confirm your e-mail address using the link provided:

Welcome Mrs. Muster Muster,
we have reserved the following user data:

username: mumu9791

password: your chosen password

IMPORTANT: Please remember your user data, you will need them once in a while to log in to the application portal.

Please confirm your e-mail address with the following link:

https://campus-cust.hft-stuttgart.de/qisserver/pages/cs/sys/portal/null/pages/psv/selbstregistrierung/pub/mailverifizierung.xhtml?_flowId=selfRegistrationVerification-flow&token=5bd9bc1b-baa0-4949-bafd-066de4538938&navigationPosition=functions,mailVerification

If your e-mail program does not display a direct link, please copy the complete line into your browsers address bar.

Alternatively you could select the menu item 'E-mail verification' and type in the following activation code:

5bd9bc1b-baa0-4949-bafd-066de4538938

This e-mail was generated automatically, please do not reply.

1.4 In the next step, enter the user ID the welcome e-mail and your chosen password to complete the registration process:

You are here: [Home](#) > [Admission](#) > [Registration](#)

Registration

① Your verification has been successful.

Please sign in with your username (not with your e-mail-address) you have received by e-mail and your password.

Username

Password 

[Login](#)

Step 2: Registration as Doctoral Candidate

2.1 First select 'Register as a doctoral candidate':

Registrierung für Doktorandinnen und Doktoranden ▼

Für die Registrierung als Doktorand/-in benötigen Sie einen Account. Sofern Sie bereits einen Account besitzen, können Sie sich über den folgenden Link anmelden und anschließend als Doktorand/-in registrieren. Sofern Sie noch keinen Account für HISinOne besitzen, nutzen Sie bitte den zweiten untenstehenden Link.



Registrierung als Doktorand/-in
Einfach anmelden und sofort als Doktorand/-in registrieren.





Account erstellen
Erstellen Sie einen Account, um sich anschließend als Doktorand/-in zu registrieren.



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Submit an application for admission as a doctoral candidate and select 'create new request':

Important information on your applications

You can apply for admission to the doctoral program on this page and submit it to the university.

Requests

No requests have been created yet.

Create new request

You would like to apply for admission to the doctoral program and submit it to the university.

2.2 For the doctoral subject, please click on the arrow as shown in the screenshot and select the research unit ('doctoral subject') to which your doctorate is assigned at the Promotionsverband:

Doctoral data

Enter the basic details of your desired doctorate here.

* Doctoral subject

Working title

Academic degree

* Type of doctorate

* Type of dissertation

Selection of research units:

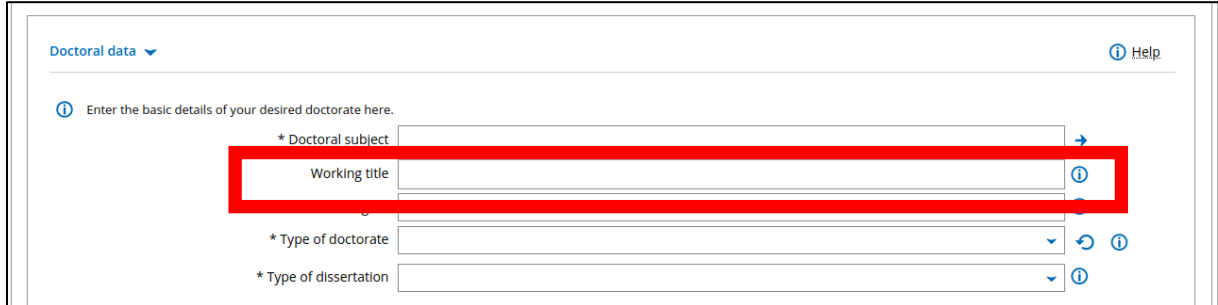
Select	Name
☐	Forschungseinheit III: Informatik und Elektrotechnik – Ingenieurwissenschaften 2
☒	Forschungseinheit I: Sozial-, Verhaltens- und Wirtschaftswissenschaften
☐	Forschungseinheit IV: Ingenieurwissenschaften

Doctoral data

Enter the basic details of your desired doctorate here.

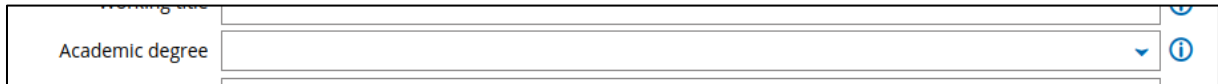
* Doctoral subject

2.3 Enter the provisional working title of your dissertation under 'Working title':



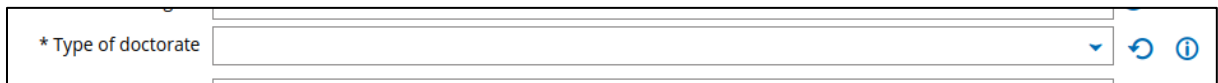
The screenshot shows a web form titled 'Doctoral data' with a 'Help' link. Below the title, there is an instruction: 'Enter the basic details of your desired doctorate here.' The form contains several fields: '* Doctoral subject', 'Working title', '* Type of doctorate', and '* Type of dissertation'. The 'Working title' field is highlighted with a red rectangle. There are also blue circular icons with an 'i' for help and a blue arrow for navigation.

2.4 Under 'Academic degree', select the option 'Dr':



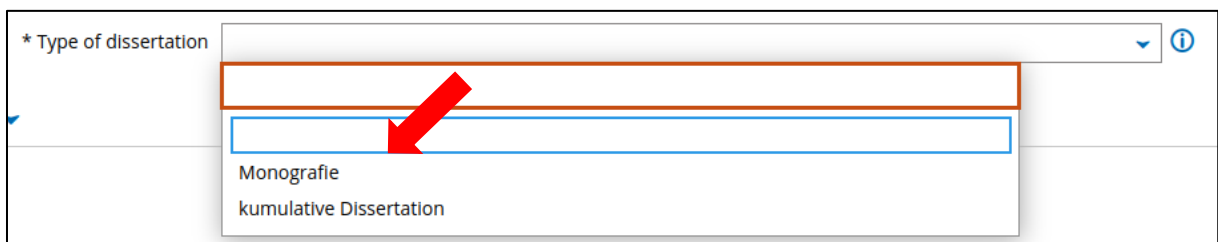
The screenshot shows a dropdown menu for 'Academic degree'. The menu is open, showing a list of options. The option 'Dr' is selected. There is a blue circular icon with an 'i' for help.

2.5 Please select 'Promot.-Recht Deutschland' for the type of doctorate:



The screenshot shows a dropdown menu for '* Type of doctorate'. The menu is open, showing a list of options. The option 'Promot.-Recht Deutschland' is selected. There are blue circular icons with an 'i' for help and a blue arrow for navigation.

2.6 Under 'Type of dissertation' please indicate whether you are planning your dissertation cumulatively or as a monograph:



The screenshot shows a dropdown menu for '* Type of dissertation'. The menu is open, showing a list of options: 'Monografie' and 'kumulative Dissertation'. A red arrow points to the 'Monografie' option. There is a blue circular icon with an 'i' for help.

2.7 In the next step, you can specify the main supervisor of your thesis. If your doctorate is with the Promotionsverband, you can use the arrow to select a professor with the right to award doctorates:

Supervising
Help

Data of Supervising

Supervising person

First supervision
☐ Yes
☐ No

Startdate

Enddate

Assurance

Agreement

Please fill in the following fields regarding the start and expected end of the supervision as well as the supervision agreement.

2.8 In the following sections, please complete the fields relating to your higher education entrance qualification and first enrolment at a college/university.

2.9 Enter the information on your degree certificate (usually Master's) in the following section:

Final examination that qualifies for a doctorate
Help

If there are already final exams, select the final exam relevant to this doctoral application. If no data is available yet, add an external course of study with a final examination. This information is required by the Higher Education Statistics Act.

Country

Exam date

Status

Exam period

Exam year

ECTS

Grade

Course of study for this exam

Degree

Form of studies

Subject

Subject-related semester(s)

Course of study period

Course of study year

2.10 In the next section, please indicate whether you are in an employment relationship $\geq 50\%$ of regular working hours with HFT.

Information about employment at our university

Are you employed at our university?

* Are you currently employed at our university or will you be employed at our university in the future?
☐ Yes
☐ No

Start of Employment

End of employment

2.11 You will then be asked to upload the documents required for your registration. Please note that a later upload is no longer possible.

The screenshot shows a form titled "Attach verification documents". It contains a list of required documents, each with a dashed box for file upload and a "Choose file" button. The documents are: Confirmation of the doctoral association, University entrance qualification, Proof of supervision agreement, Proof of study periods, Passport photo, and Proof of your most recent university degree. Each upload box also includes a small information icon (i).

Document	Upload Instructions
* Confirmation of the doctoral association	Choose file (click here or drop in here, max 3 file or files)
* University entrance qualification	Choose file (click here or drop in here, max 3 file or files)
* Proof of supervision agreement	Choose file (click here or drop in here, max 3 file or files)
* Proof of study periods	Choose file (click here or drop in here, max 3 file or files)
* Passport photo	Choose file (click here or drop in here, max 3 file or files)
* Proof of your most recent university degree	Choose file (click here or drop in here, max 3 file or files)

2.12 After confirming that your details are correct, you can submit the application.

The screenshot shows a confirmation step with a checkbox labeled "I hereby confirm that I have read and understood the information. By submitting this application, I confirm that the information I have provided is correct." Below the checkbox are three buttons: "Back", "Save request temporarily", and "Submit request". A red arrow points to the "Submit request" button.

☒ I hereby confirm that I have read and understood the information. By submitting this application, I confirm that the information I have provided is correct.

[Back](#) [Save request temporarily](#) [Submit request](#)

2.13 You will now see a note in the overview that you have submitted the doctoral application ('Promotionsantrag'):

The screenshot shows the "My submitted requests" section. It displays a card for a "Promotionsantrag (neu)" submitted to the "Research Unit: Forschungseinheit III: Informatik und Elektrotechnik – Ingenieurwissenschaften 2". The card indicates it was submitted on 21.04.2025 and includes a button to "Request submitted online" with a "Show information" link.

My submitted requests

Promotionsantrag (neu)

Research Unit: Forschungseinheit III: Informatik und Elektrotechnik – Ingenieurwissenschaften 2

Submitted on: 21.04.2025

Request submitted online
[Show information](#)

The Graduate School will check your application. If all information is correct and complete, you will receive further information on enrolment from the Student Services Department.