ETH

Eidgenössische Technische Hochschule Zürich
Swiss Federal Institute of Technology Zurich

**Academic Services
Doctoral Administration**

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Information sheet
Examiner and co-examiner reports

Situation

According to the ETH Zurich Ordinance on Doctoral Studies (Art. 41, Para. 1) the examiner and all co-examiners should each prepare a written report on the doctoral thesis and submit it to the department before the doctoral examination. Please note that when the doctoral procedure is complete, doctoral students can view the reports pertaining to their own doctoral thesis upon request (Art. 42, Para 3).

After the doctoral examination has been passed, the reports and the department's confirmation of graduation are submitted to the Doctoral Administration, where they are scanned and archived.

An additional report is required if a doctoral thesis is to be awarded the ETH Medal. The details can be found in the respective [Directive of the Rector](#) (available only in German).

Goals

This information sheet presents the formal minimum requirements for reports. These rest on the following principles:

- Author traceability
- Liability
- Communication by normal means

Requirements

The report must contain at least the following details:

- Author's title, first and last name(s)
- University, research institution or company to which the author is associated
- Postal address, telephone number and email address
- Date on which the report was written
- Its content should reflect disciplinary conventions
- If recommended for a distinction (ETH Medal) this must be mentioned in the report

Signing and submitting the report

All reports must be sent by e-mail as a PDF attachment and must be signed either originally or electronically.

Please send the report to the Department's Doctoral Administration.

The addressee (the department responsible) will check and confirm the authenticity of the sender.

Additional report for the ETH Medal

The ETH Medal is award-ed to the best 8% of doctoral theses.

Additional reports for the ETH Medal are subject to the same minimum requirements as all other reports.