

## Information for external referees in professorial appointment procedures

The University wishes to attract highly qualified academics, and evaluations from external referees are an important instrument for achieving this goal. The aim of these evaluations is to arrive at a ranking of candidates based on merit for each of the criteria indicated in the vacancy announcement. The style of the evaluations should be concise and to the point. It is not necessary to refer extensively to candidates' curricula vitae; however, you may do so exceptionally to emphasise an important aspect that sets a candidate apart from the other candidates. The evaluation should not exceed five pages in length. The evaluation should answer the following questions:

- How does the candidate's *research* activity rank academically in the national and international comparison (particularly regarding quality, originality, experience raising third-party funding and, where appropriate, interdisciplinarity)?
- How does the candidate's *teaching* activity rank academically in the national and international comparison (particularly with regard to quality, the required breadth, originality and, where appropriate, interdisciplinarity)?
- How does the candidate's *research and teaching potential* rank in comparison to his or her national and international colleagues working in the same academic field?
- How do the candidates rank and compare *with each other* with regard to the criteria stated in the vacancy announcement in terms of aptitude, qualifications, ability and professional achievements – while taking into account the candidates' respective academic ages (principle of merit, as defined in Art. 33(2) German Basic Law, Grundgesetz)?