

Supervision Agreement



The Supervision agreement between the Doctoral candidate

Name of Doctoral candidate

working on the dissertation project

Dissertation title or working title

Starting Date of the PhD thesis project

and the following members of the Thesis committee

1. _____
Name of the Primary Supervisor (Main PI)

Institute/Department of the Primary Supervisor (Main PI)

2. _____
Name of the Co-supervisor (Thesis committee member)

Institute/Department of the Co-supervisor

3. _____
Name of the Co-supervisor (Thesis committee member)

Institute/Department of the Co-supervisor

stipulate the responsibilities of both parties to ensure the best possible support for doctoral candidates towards the completion of dissertation research and successful conferral of the doctoral degree in terms in accordance with the objectives of the DFG granted Research Training Group RTG2498 within 3 years.

The **Primary Supervisor** agrees to fulfil the following obligations:

- Monitor the doctoral researcher's work progress
- Meet the student on a regular basis to discuss and review the progress of the work
- Provide timely and constructive feedback on written reports and oral presentations
- Discuss and assess methods and hypotheses
- Discuss and evaluate results
- Support the doctoral candidate to complete the PhD thesis
- Regularly participate in the weekly RTG meetings
- Make suggestions about inviting RTG guest speakers
- Integrate the doctoral candidate in a research network and promote his/her participation in scientific conferences/meetings/summer schools or workshops

The responsible **Thesis committee** pledge to:

- Review, discuss, and approve the thesis research proposal during its first meeting with the doctoral candidate
- Monitor progress and provide constructive feedback during its thesis committee meetings twice a year
- Monitor and mentor the doctoral candidate on career development and recommend skill and career advancing activities

In return, the **Doctoral candidate** is obliged to:

- Having developed within the first PhD period (6 month) a written research outline, focusing the current state of research, the preliminary work in the group regarding the PhD project and the goal and methodical implementation of its thesis
- Organizing and executing the work in such a manner that the completion of the PhD thesis can occur within the agreed time frame of 3 years
- Inform the supervisor about the current state and progress of the PhD thesis at any time
- Present the current state of the work at least twice a year to the RTG members
- Regularly participate in the weekly RTG meetings, the obligatory RTG related colloquiums and other RTG events
- Additionally participate in RTG independent colloquiums, seminars and workshops of research interest
- Ask for a meeting with the thesis committee twice a year and briefly present the current research status and progress to the thesis committee
- Prepare a protocol of the thesis committee meeting, summarizing the current status, work schedule, time planning, and potential delays in the work progress
- Meet all requirements by the MLU Faculty for obtaining the doctoral degree

In case of personal conflicts between the doctoral candidate and the supervisor, which may severely disturb a productive cooperation, another thesis committee member should be contacted. In the event of any breach or distrust on any party, care will be taken to install an adequate alternative agreement.

Doctoral candidate

Date/Signature

Primary Supervisor
(Main PI)

Date/Signature

Co-supervisor

Date/Signature

Co-supervisor

Date/Signature