

Supervision Agreement (example)

To conduct doctoral research, the doctoral candidate and her/his nominated supervision committee members sign a supervision agreement. This agreement shall promote transparency and productive communication between the doctoral candidate and the supervisors, to facilitate successful completion of the doctoral research and dissertation.

Name of doctoral candidate:

Name of first supervisor:

Name of second supervisor*:

Name of third supervisor*:

Name(s) of additional supervisors (if applicable)*:

* (later announcement possible if according to PhD-regulations)

Faculty:

Name of doctoral program:

Target Degree: Dr. / PhD:

Topic of PhD-thesis (preliminary title):
.....

Start of PhD-project (Month/Year):

Expected completion of project (Month/Year):

The doctoral examination regulations of the respective faculty (hereafter: doctoral regulations) conclusively define the implementation of the doctoral process, including the doctoral studies and in particular the rights and obligations of the doctoral candidate and the supervisors. This Agreement is intended to define in more detail the practical aspects related to the supervision and scientific support required for the doctoral project to succeed. The following is agreed for this purpose:

1. The supervisors commit themselves to supervise and scientifically support the doctoral candidate. (This is without prejudice to doctoral regulations defining conditions under which the supervisory relationship can be dissolved.)
2. The doctoral candidate agrees to inform the thesis committee about the process of the research project on a regular basis. The doctoral candidate shall regularly, but at least once per year, report to the supervision committee concerning the preparation, development, and implementation of the research project, and the milestones achieved so far and planned for the coming year. The annual progress report shall be submitted in writing and be based on a clear work plan (see attachment #1). The work plan can be

modified, especially on the request of the doctoral candidate, by mutual consent with the supervision committee.

3. The supervision committee members agree to regularly review, discuss, and provide feedback on the progress reports and seminar papers submitted and presented by the doctoral candidate.
4. The supervision committee members agree to support the doctoral candidate in meeting her/his work plan through providing timely feedback and suggestions, whenever requested or needed.
5. By enrolling at the faculty the doctoral candidate becomes an official member of the GGG (Göttingen Graduate School of Social Sciences). The doctoral candidate agrees to inform the GGG about changes regarding the thesis' title, his/her status at the University of Göttingen, as well as changes regarding his/her personal data (see attachment #2).
6. Every scientific activity is based on the roles of good scientific practice, as defined e.g. at the guidelines of Goettingen University.
7. The supervision shall be based on the agreement on work-family compatibility as laid out in the guidelines for a compatibility-oriented management culture at the University of Göttingen.
8. The thesis committee agrees to negotiate in case of conflicts occur between advisors and the doctoral candidate. In second tier the respective faculty and the Graduate School can be involved. This agreement does not affect other institutions such as the office of the ombudsperson.
9. In the event that the supervisory relationship has to be dissolved for reasons that are out of the control of the doctoral candidate or supervisor, the respective Faculty will make efforts to find an alternative, suitable supervisory relationship to match the chosen dissertation topic.

Göttingen,

_____	_____
	Doctoral Candidate
_____	_____
	First Supervisor
_____	_____
	Second Supervisor**
_____	_____
	Third Supervisor**

(** can be announced later)

Attachment #1

Work Schedule / Progress Report

Work Steps	Date

Attachment #2

Personal Data (* fields marked with an asterisk are required)

Name *

Surname *

Sex *

Date of Birth

Student Number

I am an International PhD-student *
(degree received outside Germany) Yes / No

Nationality

E-Mail Address *

Street

Zip code

City

Telephone Number