Dissertation Agreement

Goal

The Integrated Research Training Group (IRTG) provides the doctoral (PhD and MD/PhD) students of the CRC with an excellent experimental and theoretical research training as well as a tightly controlled supervision.

The following agreement is made between:

• The doctoral student: Ms/Mr..............

• The first supervisor:

• The Integrated Research Training Group represented by the IRTG coordinator
  JunProf. Dr. Virginie Lecaudey

For the duration of doctoral thesis starting …..

In the lab of:

1. Registration of the doctoral thesis

Within the first 2 weeks of the thesis, the doctoral student requests admission by the doctoral studies program of the Faculty. A preliminary title of the thesis and the name of the first supervisor must be mentioned on the registration form. The formal acceptance of the student to perform his/her thesis in the frame of the Faculty is decided by the Faculty Council. The doctoral student receives an information sheet summarizing the rules that must be enforced.

2. Selection of thesis committee, drafting the thesis project

Within the first 6 months the doctoral student must draft a specific thesis proposal according to the contents of the CRC project and organise a Thesis Committee. The Thesis Committee consists of his/her direct supervisor, a second supervisor who is also member of the CRC (but of a different department) and a third, independent, supervisor who does not need to be a member of the CRC. One of the members can be an experienced postdoc. At least one supervisor must have “Promotionsrecht”. At its first meeting the thesis committee should approve the thesis proposal. The approved proposal is handed to the IRTG coordination.
3. Annual assessment of the thesis

The doctoral student has to present his experimental results and progress at the biweekly interdisciplinary Graduate School Reunions (progress reports) at least once a year. The 3 members of his/her thesis committee should be present at this seminar, which serves as a thesis committee meeting. At the first meeting, the student will hand in his thesis proposal to the committee (if it has not yet been done) and all three supervisors assess the report and discuss about the feasibility and relevance of the project. The student should send a pdf version of the final thesis proposal and, after each progress report, the power point presentation to the IRTG office. The discussed topics are recorded in a short protocol by one of the thesis committee member and should also be sent to the IRTG office.

4. Supervision

The doctoral student is supervised by the PI (first supervisor) with whom he/she meets at least once a month to exchange ideas and discuss the progress of the experimental work, reorientation/adaptation of the project, the state and extent of the course program, the possibility to participate in conferences, external workshops/lectures and/or exchange programs and of possible publication of the work. The doctoral student must attend the progress reports in his/her research group.

5. Study program

A) Students must document attendance of at least 70% of the progress report seminar series of the IRTG and are strongly encouraged to participate in additional events, in particular the IRTG retreat, throughout the period of their thesis work.

B) The students are expected to attend at least two courses during their thesis work in addition to the regulation of the Faculty for the achievement of the doctoral degree.

- One practical module on novel technologies (topic chosen based on nature of the thesis project, e.g. Animal imaging, Array technologies, Cell imaging)
- One soft skill course in scientific writing or presentation techniques for example

C) The students of the IRTG organize bimonthly seminars of external guest speakers and their own annual retreat.

D) In order to promote international exchange, IRTG PhD students can apply for fellowships to support rotations of up to 6 months duration in partner laboratories abroad.

6. Doctoral degree

The doctoral student must aim at finishing his/her thesis in 3 years. The graduation follows the regulations of the Faculty. After the defence and examination, the doctoral student receives a preliminary certificate. The final degree is issued by the Faculty and is handed over at the annual Graduation Ceremony. It contains the final IRTG certificate.
7. Duties and rights of the graduate student

The graduate student must:

• show full engagement for the research project
• submit annual reports to the thesis committee and the IRTG Coordination
• regularly inform the thesis committee about changes and interruptions in the research program and/or course work.
• participate in the curriculum and carefully document the course and seminars attended.

The graduate student is entitled to:

• a professional, efficient supervision by the thesis committee

The PhD student:

Date: ___________________________ Signature: ___________________________

The first supervisor:

Date: ___________________________ Signature: ___________________________

IRTG Coordinator:

Date: ___________________________ Signature: ___________________________