

## SUPERVISION AGREEMENT

### Supervision Agreement (Betreuungsvereinbarung) acc. to § 9 of the iRTG Bylaws to Perform a Dissertation/Thesis Project

As a foundation of doctoral studies within the iRTG of the SFB/TRR 102 at the Faculty of Natural Sciences II of the Martin-Luther-Universität Halle-Wittenberg (termed MLU Halle in the following), and the Faculties of Medicine, Physics and Geosciences, as well as Chemistry and Mineralogy at the Universität Leipzig (termed U Leipzig in the following), the doctoral candidate and the responsible thesis committee (supervisor and mentor) accede to the following Supervision Agreement:

### Title and Parties of the Dissertation

The preliminary (working) **title of the dissertation** is:

---

---

The Supervision Agreement is acceded to between:

\_\_\_\_\_ (doctoral candidate)

and

\_\_\_\_\_ (supervisor)

and

\_\_\_\_\_ (mentor)

### Conditions to Perform the Dissertation

The dissertation is carried out in the framework of the following research topic

\_\_\_\_\_

which is part of project \_\_\_\_\_ of the Transregional Collaborative Research Center SFB/TRR 102.

which is part of the following research project (title, PI, funding source):

---

The supervisor guarantees the doctoral candidate in the following institution: \_\_\_\_\_

the following adequate infrastructure and working conditions:

- access to laboratories that contain the scientific equipment necessary to perform the dissertation project,
- access to laboratory stocks and consumables necessary to perform the dissertation project
- access to PC, internet, phone, fax and postal services, and the common administrative support

Further rights and duties of the signatories under this agreement are listed in the appendix (on the back).

The following specific agreements have been made:

---

---

---

The doctoral candidate ensures to formally register immediately as a doctoral candidate with the respective title-issuing faculty. Details and further requirements will be documented on the Personal Qualification Plan.

### Location, Date and Signatures

\_\_\_\_\_

\_\_\_\_\_  
The doctoral candidate

\_\_\_\_\_  
The supervisor

\_\_\_\_\_  
The mentor

\_\_\_\_\_  
The iRTG coordinator

**Severability:** Should one or several provisions of this agreement prove to be invalid, in whole or in part, the validity of the other terms remains unaffected.

## Appendix to the Supervision Agreement

### Responsibilities and Duties of the Doctoral Candidate, the Supervisors and the Mentor

All parties agree on the adherence to the scientific code of conduct, in particular the code of Good Scientific Practice.

#### Responsibilities and Duties of the Doctoral Candidate

Within the framework of the personal qualification plan (part "Research Training") the doctoral candidate

- writes a scientific concept (2-3 pages) and a preliminary work plan after 4 months of enrolment in the dissertation project and presents and discusses the plan in front of an audience, e.g. during group meeting ("initial disputation")
- regularly meets with the supervisor to discuss the progress of the research project
- writes and submits a progress report (5-10 pages) to the supervisor and the mentor at the end of each year of graduate studies and presents the work followed by a discussion in front of an audience, e.g. doctoral seminar or group meeting ("intermediate disputations")
- regularly participates in the group meetings/journal clubs organised by the supervisor and presents the current status of the dissertation project in group meetings

Within the frame of the personal qualification plan (part "External Training Programme") the doctoral candidate participates

- in a lecture on Good Scientific Practice
- in the doctoral student seminars and workshops (giving at least two talks during the time of the dissertation project), in the ring lecture, and in the colloquia of the SFB/TRR 102
- in two Advanced Training Modules (ATM) in different research topics
- optionally, in lecture courses or modules offered at MLU or UL, the associated non-university institutions or externally
- optionally, in external research experience or summer/winter schools
- in soft skill courses
- in teaching

In order to meet the requirements of the International Graduate Academy Halle (InGra), the candidate has to acquire 20 Credit Points (CP), during the course of her/his PhD studies, and at least 4 CPs in each year until 20 CPs have been accumulated. In order to meet the requirements of the Research Academy Leipzig (RA L), the candidate has to acquire 10 graded and 10 ungraded CPs in discipline-specific/scientific and interdisciplinary/soft-skill topics, respectively. Grades, based on a suitable examination, are issued at request for Leipzig candidates.

#### Responsibilities and Duties of the Thesis Committee

##### The Supervisor (Principal Investigator, PI)

- is mainly responsible for advising the student with respect to the dissertation project and the Personal Qualification Plan
- ascertains that the student is provided with a concise description of the project and is thoroughly introduced into the subject area (practice and theory)
- regularly discusses the progress of the research project with the student
- organises regular group meetings/journal clubs and discusses the student's project in group meetings
- organises the seminars in which the initial work plan and yearly progress reports are presented ("initial and intermediate disputations"), discusses the work and makes recommendations; writes (together with the mentor) a brief statement on the progress of the student to the SFB/TRR 102 office.
- makes sure that required equipment and other facilities are available
- oversees teaching obligations of the student
- discusses career perspectives with the student
- is a member of the graduation committee delegated by the faculty to evaluate the defence ("final disputation") of the dissertation
- helps the candidate to obtain support for the coordination of family life and research, if necessary.

##### The Mentor

- is co-responsible for the dissertation project and advises the student, together with the supervisor, regarding the Personal Qualification Plan
- participates in the seminars in which the initial work plan and yearly progress reports are presented, discusses the work and makes recommendations; writes, together with the supervisor, progress statements (communicated to the steering committee)
- should meet with the student at least once a year, and is available for additional discussions of the thesis project upon request of the student
- controls the quality of supervision and research environment of the student
- helps solving problems of the doctoral candidate with the supervisor
- discusses career perspectives with the student
- should, by agreement with the faculty, be a member of the graduation committee to evaluate the defence of the dissertation.