



Supervision Agreement

for the PhD program of the Graduate School Life Science Engineering (GS LSE) at
TU Darmstadt

between

(insert full name of PhD candidate)
born at (date of birth) in (place of birth)

-hereafter named PhD candidate-

and

Main advisor: (name, department)

Co-advisor 1: (name, department)

Co-advisor 2: (name, department)

-hereafter named advisors¹ –

the following supervision agreement is reached about the dissertation project,
entitled

(preliminary title)

¹ The "co-advisors" can be both professors and PhDs (preferably with experience in supervising doctoral candidates or with authorization to examine doctoral theses). They can also come from other universities/research institutions in Germany and abroad and are preferably, but not necessarily members of the doctoral examination board.

§ 1 Duties and liabilities of the PhD candidate

The PhD candidate is obliged:

- 1) to regularly present and report on his/her research results to the advisors. (There will be regular evaluations of his/her achievements as part of a continuous quality control process at the GS LSE.)
- 2) to draft, after consultation with his/her main advisor, a cogent work and time schedule, latest till six months after signing this agreement. This schedule has to be progressively developed during the course of his/her PhD time.
- 3) to document his/her research progress, the PhD candidate is expected to present his/her results, in at least one scientific journal, at conferences or PhD colloquium.
- 4) to document the current status of his/her work, results achieved to date, and activities that are planned. In order to identify potential problems at the earliest possible stage, an evaluation of the achievements of the PhD candidate is to be carried out at the end of the first year of the PhD phase. This evaluation can be based on the documentation of the PhD project as described above.
- 5) participate in courses/lectures on further scientific development.
- 6) to strengthen the interdisciplinary idea of the Graduate School and to promote the scientific discourse in an appropriate way.
- 7) participate actively in the program on transferable skills, offered by the GS LSE.
- 8) to familiarize himself/herself with the guidelines of good scientific practice. (§ 4)

§ 2 Duties and liabilities of the advisor(s)

The advisors:

- 1) should agree with the PhD candidate on a common supervision concept and decide whether further mentors should be part of the supervision team.
- 2) ensure regular mentoring of the PhD candidate on scientific topics related to the PhD thesis.
- 3) provide continuous progress assessment based on the current schedule of activities.
- 4) ensure that the dissertation can be completed within a reasonable period of time, which should, generally, not exceed three to four years. In addition to the project supervision, the main advisor in particular provides further mentoring, which can, for instance, relate to aspects of career management and professional development.
- 5) promote the scientific independence of the PhD candidate.
- 6) make sure that the PhD candidate familiarizes himself/herself with the terms of good scientific practice (§ 4).

§ 3 Integration in the Graduate School Life Science Engineering (GS LSE)

- 1) The PhD project is part of the research program at GS LSE at TU Darmstadt. The advisors are responsible for ensuring that the topic of the PhD project is integrated in the overall concept of the Graduate School and is compatible with the Graduate School's scientific orientation.

§ 4 Adopting principles of good scientific practice

- 1) The advisors and the PhD candidate commit themselves by their signature to implement the principles of good scientific practice (see DFG: "Safeguarding Good Scientific Practice", 2019).

§ 5 Workplace and working environment of the PhD candidate

- 1) The PhD candidate will be provided with an adequate infrastructure for his/her research activities during his/her PhD time.
- 2) The advisors, in consultation with the PhD candidate, decide together on basis of the research area of the thesis and the available equipment where the workplace will be set up.

§ 6 Regulation in cases of conflict

- 1) In the event of a conflict between the PhD candidate and one or more advisor(s), all parties involved shall endeavor to reach an agreement by mutual consent.
- 2) In order to avoid potential conflicts, regular and comprehensive communication between the parties is mandatory (see §§ 1, 2).
- 3) If no agreement can be reached, an impartial representative (e.g. a member of the Management Board of the Graduate School) will be consulted for mediation.

§ 7 Balancing work and family

- 1) The compatibility of family and research activities is an important issue at TU Darmstadt. The advisors support this principle (e.g. with regard to the draft of timetable and work plan of the PhD project).

§ 8 Duration and termination of the supervision agreement

- 1) The duration of this supervision agreement generally ends upon the successful completion of the dissertation.
- 2) This agreement can be terminated, for an important reason, at any time and with immediate effect by either of the responsible advisors or the PhD candidate. If possible, the termination should be decided in mutual consent.

Darmstadt, **Date**

Signature PhD Candidate

Signature main advisor

Signature co-advisor 1

Signature co-advisor 2