



### **PhD thesis advisory committee:**

Each PhD candidate's research work is supervised by a principal supervisor. Additionally, supervision will be provided by an individual thesis advisory committee consisting of one to two independent researchers (Postdoc, PD or Professor) preferably with scientific expertise in the field. The committee provides supervision of the scientific development of the doctoral candidate in general by surveying the progress of the research work as well as the education of the doctoral candidate. The Committee will be accepted by the graduate school chosen by the PhD-candidates.

The doctoral candidate has to select one to two independent scientists – with expertise on the research topic to the possible degree – as committee members within 6 months after start of the thesis. In case of discontinuation of a co-supervisor the principal supervisor should suggest a substitute in accordance with the doctoral candidate. In justified cases the doctoral candidate in accordance with the principal supervisor might request a replacement of a supervisor.

The Thesis Committee Agreement must be forwarded in copy to the SFB 1601 coordinator latest 6 months after beginning of the thesis.

(Note that registration of the doctoral candidate at the Faculty is a different process and must be done additionally.)

### **Supervision Meetings:**

Independently of the requirements of the respective graduate school, the SFB 1601 requires a supervision meeting once per year for discussion and review.

It is the responsibility of the doctoral candidate to initiate the thesis committee meetings.

The supervision meeting has the intention that the:

- doctoral candidate gets the best possible support from his/her supervisor
- thesis project is sufficiently well defined and manageable in the course of three years
- project is reasonably well on schedule, and if not, to discuss how to fix that
- doctoral candidate can access all necessary data, software and experimental equipment available at the Institutes
- doctoral candidate gets trained scientific presentations
- doctoral candidate obtains international visibility via publications, conference participations and collaborations



### Meeting structure:

The doctoral candidate should prepare a short (<2 pages) report which should be submitted to the supervisors not later than a week before the meeting. It should summarize the topic of the thesis, the progress that has been made, any problems that have come up, the progress on manuscripts, conferences that have been attended or will be attended and any internal as well as external collaborations as well as a time line for the remaining time of the PhD project.

- The supervision meeting starts with a 20 minutes presentation by the doctoral candidate outlining the status and perspectives of the PhD-project and will be followed by a discussion about the topics indicated on the TAC form.
- Questions which go beyond scientific issues are voluntarily.
- The first supervisor leaves the room before the end of the meeting - the last part of the conversation is exclusively between student and SV 2/3.
- The SFB 1601 thesis committee supervision report (Feedback form) must be filled out by both, the first supervisor and the doctoral candidate, for reference for the committee members and the doctoral candidate and a copy must be sent to the coordinator by the doctoral candidate.