

Faculty of Chemistry and Earth Sciences
Agreement on Doctoral Studies

Preface

This agreement (corresponding to § 38 (5) of the Higher Education Law of the state of Baden-Württemberg) serves to support and advise the doctoral candidate during his/her doctoral studies. It is intended to ensure continuous support and guidance for the doctoral candidate and his/her dissertation project at the Faculty of Chemistry and Earth Sciences.

Out of this agreement no enforceable legal positions arise.

The agreement complies with the currently possible planning horizon and can be modified by mutual consent.

The agreement is conditional upon acceptance as a doctoral candidate by the faculty and supplements the regulations concerning the conferral of the doctoral degree and if existing, the regulations of the structured doctoral program.

The agreement on doctoral studies has to be submitted together with the application of acceptance as a doctoral candidate to the Dean's office of the Faculty of Chemistry and Earth Sciences.

(1) Participants

doctoral candidate (family/surname, given name)

advisor (family/surname, given name, academic title)

co-advisor (if given) (family/surname, given name, academic title). If he/she is not a member of the faculty, information about the institution he/she is working for.

(2) Title of Dissertation Project, Workplace, Procedure

Title of the dissertation project:

The workplace is at _____ (institute / department)

The doctoral dissertation is carried out

as individual doctoral training

in the structured doctoral program: _____
(program name)

Beginning of the dissertation project (month / year) _____

Expected end of the dissertation project (month / year) _____

(3) Currently adjusted time schedule and working plan

Advisor and doctoral candidate agree upon a time schedule and a working plan, which accommodates the research topic as well as the personal circumstances of the doctoral candidate.

Based thereupon, the doctoral candidate shall report regularly to the advisor about the progress of his/her dissertation project.

The advisor shall provide regular support and guidance for the doctoral candidate.

Individual arrangements between doctoral candidate and advisor may be added to this agreement.

Modification of the time schedule is possible only on mutual agreement of the doctoral candidate and advisor, and in accordance with doctoral degree regulations (on the prolongation of time limits)

(4) Information about an individual study program

Information on an individual, accompanying program has to be included with the work plan. The advisor gives advice to the doctoral candidate on the choice of appropriate presentations.

Obligations made by the doctoral degree committee during the acceptance procedure remain unaffected by this agreement.

(5) Compliance with the rules of good academic practice

Doctoral candidate and advisor commit to adhere to the rules of good academic practice, given in the recommendation of the German Research Foundation (DFG) and the University rules for safeguarding good academic practice and handling academic misconduct.

(<http://www.uni-heidelberg.de/university/profile/compliance/>).

(6) Regulations for solving issues

In case of conflicts that may result from the work on the dissertation project, the doctoral candidate as well as the advisor can contact the Faculty Dean, Faculty vice Dean, or the relevant dean of student affairs. In addition, independent ombudspersons for doctoral candidates and doctoral supervisors from the university mediation office are available to provide advice and mediation.

(7) Duration of Assessment

Evaluation times and frequency are regulated by the doctoral degree regulations of the Combined Faculties of Natural Sciences and Mathematics.

(8) Publication

Doctoral student and advisor, as well as the co-advisor, commit to use Heidelberg University as first or second affiliation in all publications resulting from this dissertation project.

(9) Miscellaneous

The agreement on doctoral studies is signed in three copies, one for the advisor, one for the doctoral candidate and one for the Dean's office.

Together with the application for acceptance, the doctoral candidate must register for electronic doctorate records at: <https://doktoranden.uni-heidelberg.de/#!/signup>

The status of the doctoral candidate is dependent upon compliance with this agreement.

Other agreements, e.g. regulations for binational dissertation projects, have to be regulated separately in coordination with the doctoral degree committee.

Modifications to this agreement on doctoral studies have to be requested from the doctoral degree committee.

I accept this agreement given above <hr/> Date, signature (doctoral candidate)	I have taken note of the above mentioned points of this agreement <hr/> Date, signature (co-advisor, if given)
I assure, that I will supervise Mr./Ms. _____ and provide continuous support and guidance for his/her doctoral project. The technical preconditions for this doctoral project are given. I assure also that the information given above is correct and that I accept this agreement on doctoral studies. <hr/> Date, signature (advisor)	