



Agreement on Doctoral Studies

Preamble

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 at the Faculty of Mathematics and Computer Science. No enforceable legal positions arise out of this agreement. 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 Doctoral Office of the Faculty of Mathematics and Computer Science.

(1) Participants

Doctoral candidate (Surname, first name)

Supervisor (Surname, first name, academic title)

Second Supervisor (in the case of an interdisciplinary project) (Surname, first 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, doctoral subject, workplace

Title of the dissertation project

Doctoral subject: _____ disciplinary interdisciplinary

The workplace is at _____ (institute/department)

(3) Currently adjusted time schedule

Supervisor and doctoral candidate agree in writing upon a time schedule, 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 supervisor about the progress of his/her dissertation project.

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

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

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

Minimum schedule

Start of doctoral studies (month/year): _____

Scheduled end of doctoral studies (month/year): _____

Key milestone: (can also be recorded in a separate schedule)

- Working on the topic: from _____ to _____
- Working on the problem: from _____ to _____
- Writing down the results: from _____ to _____

Meetings take place at least _____ times per _____ on the initiative of _____

(4) Information about an individual study program

Conditions imposed by the doctoral committee as part of the acceptance procedure form the basis of the individual study program. Information on an individual, accompanying program (further training, literature research, etc.) can also be included in the schedule. The supervisor or, if necessary, the second supervisor advises the doctoral candidate on the selection of appropriate presentations and measures.

(5) Compliance with the rules of good academic practice

Doctoral candidates and supervisors 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 (<https://www.uni-heidelberg.de/de/universitaet/das-profil-der-universitaet-heidelberg/gute-wissenschaftliche-praxis/>).

(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 supervisor can contact the Doctoral Committee. 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

For the assessment of the dissertation submitted to the faculty, the periods specified in the doctoral degree regulations according to § 9 (4) apply, usually one month.

(8) Publication

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

(9) Miscellaneous

The doctoral agreement is signed once. The original remains in the doctoral file of the faculty, one copy each receives the supervisor, if necessary the second supervisor, and the doctoral candidate. Together with the application for acceptance, the doctoral candidate must register for electronic doctorate records at: <https://doktoranden.uni-heidelberg.de/#!/faculties/562f88374a36e6ff159d8cb5>

Date, signature (doctoral candidate)

Date, signature (supervisor)

Date, signature (second supervisor, if necessary)