

Doctoral Thesis Agreement

In keeping with the DFG guidelines regarding good scientific practice, the doctoral regulations of the Faculty MI at Saarland University, and the Saarland State law pertaining to universities and institutions of higher education, the doctoral candidate and their supervisors/advisors as listed below agree to the following in view of preparing and supervising a doctoral thesis.

Doctoral candidate: *full name*

Date and place of birth: *dd.mm.yyyy in city, country*

Supervisor(s):

1. *full name, affiliation*
2. *full name, affiliation - if relevant*

All parties commit to adhere to the said DFG guidelines (Appendix B).

1 Thesis topic and timeline

The doctoral candidate will prepare a thesis in the following area:

preliminary description of thesis area

based on the research description and work plan as provided in Appendix A.

2 Responsibilities of the supervisor(s) and the doctoral candidate

a) The supervisor advises the doctoral candidate in their independent investigation of the research topic for their thesis by:

- providing a promising topic or field of investigation
- being available for regular academic discussion and exchange
- providing the necessary infrastructure and environment for carrying out the projected research work
- providing opportunities to attend conferences and other useful academic and non-academic courses and workshops towards career development
- mentoring towards career development taking work-life-balance and the candidate's family situation into account

b) The doctoral candidate pursues their thesis work by:

- applying themselves to their research and dissertation work to the extent necessary for completion in a timely fashion
- reporting regularly on their progress and seeking advice when needed
- using the provided infrastructure and environment in an appropriate way and, if possible, contributing positively
- taking advantage of some of the opportunities for academic and career development

c) The doctoral candidate and the supervisor agree to:

- meet regularly (i.e. every **e.g. 4 to 6 weeks**) to discuss details of the candidate's ongoing work, progress and problems.

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- regularly discuss and evaluate the candidate's progress, and, when necessary and agreed upon, amend the research description and work plan of Appendix A, and document this properly.
- meet formally at least **once a year** to discuss the current status. The doctoral candidate and the main supervisor shall evaluate the chances of a successful dissertation based on the results achieved so far /for informatics:/ and plan the QE promptly. The involvement of the academic mentor in this process is encouraged. The future steps shall be documented, as well as any changes to the original research plan and the quality of the achievements so far. Both the main supervisor and the doctoral candidate shall keep a copy of this document.

3 Dealing with conflict situations

In a conflict situation, the doctoral candidate should first seek advice from their academic mentor. The structures of the Graduate School and the ombudsman of the University are also available for arbitration.

4 Severability clause

Parts of this agreement may be found to be void without affecting the overall validity of the agreement.

Appendices

A Thesis description and timeline (1/2-1 page)

B DFG guidelines for good scientific practice

Date: dd.mm.yyyy

PhD candidate

Supervisor 1

Supervisor 2
