

Supervision Agreement CGSC

between

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[Doctoral candidate]
[Research institute]
[Address]

and

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.....
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[Advisor]
[Research institute]
[Address]

agree to engage in a student –advisor relationship while both are members of the Cologne Graduate School Chemistry at the University of Cologne.

Thesis subject and schedule

The thesis will be handed in to the Faculty of Mathematics and Natural Sciences of the University of Cologne, in the [(bio-)chemical discipline]

The candidate aims to obtain the academic degree Dr. rer nat. in Chemistry Biochemistry.

The working title of the thesis is:

.....
The aims of the project have been discussed and a provisional time schedule has been developed.

Duties of the Advisor

The advisor (and the mentor) supports and advises the doctoral candidate regularly in carrying out his/her independent scientific research project. Part of this supervision is the support of his/her career paths as well as the networking in the relevant research field.

The advisor shapes the research project in the way that it is feasible to finish it in the planned time and supports the candidate to stay on schedule.

The advisor is responsible for the quality management of the research project. He/She commits him/herself to meet with the doctoral candidate and the co-supervisor every 12 months and discuss in detail the progress of the work and the schedule. The thesis advisory committee (advisor and mentor) gives an in-detail and appropriate feedback concerning the progress of the research project and the next steps. The minutes of this meeting have to be signed by the thesis advisory committee and the doctoral candidate and a copy must be handed in at the CGSC coordinator.

The advisor commits him/herself to supervise the thesis project until the end, regardless the financing of the doctoral candidate. If the doctoral candidate is not financed, he/she cannot assist in teaching obligations.

Duties of the doctoral candidate

The doctoral candidate reports at least annually about the progress and the schedule of the work. He/She informs his /her advisor about the participation at scientific and soft skill qualification options. The annual progress report meetings are convened by the doctoral candidate. He/She shall enable and take advantage of the support by the thesis advisory committee through concentrated work on his/her project and by keeping the advisor informed of the progress. The doctoral candidate informs the CGSC coordinator about all steps (enrolment, admission, feedback forms, examination, etc.)

Working condition

The research project is carried out within the research group [Group leader, Institute]

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The advisor ensures the doctoral candidate appropriate working conditions with the following working conditions:

[] office/desk; [] PC; [] lab access and equipment; [] literature access*; [] database access*
further: []

.....
*as provided by the USB and/or the faculty/department.

Safeguarding of Scientific Integrity

All doctoral candidates and thesis advisory committee commit themselves to work in compliance with the guidelines for [Safeguarding Good Academic Practice and Dealing with Academic Misconduct](#). Additionally, the doctoral candidate agrees to take part in a workshop on scientific integrity within the first year of his/her doctorate.

Arrangements in case of conflict

Should factual or personal differences of opinion occur that would hamper a future trusting, constructive and purposeful cooperation, any of those involved in this agreement can, individually or jointly, seek the help of the CGSC coordinator. Doctoral candidate and/or advisor can contact the Dean's office, or the ombudsperson at the UoC. All information provided will be treated confidentially.

By signing this agreement, all involved confirm that they recognize the promotion regulations of the Faculty of Mathematics and Natural Sciences of the UoC as a part of this agreement and act in accordance with the regulations laid down therein.

Signatures

Cologne, [date]

.....
[Doctoral candidate]

.....
[Advisor]

Our philosophy.

The CGSC follows well-established international academic traditions in the supervision of dissertations through a mentoring and support system. Every doctoral student is supported by the advisor and an additional mentor in carrying out his/her independent scientific research project. Part of this supervision is the support of his/her career path as well as the networking in the respective research field. This thesis advisory committee together with the CGSC coordinator and CGSC steering committee are available for advice in conflict situations and regarding organizational issues and scientific problems.