

Theodor-Brinkmann-
Graduate School

Supervision Agreement

For doctoral studies, the following persons agree on a supervision:

_____ (PhD student)

and the doctoral committee consisting of

_____ (1st member, supervisor according
to the PhD regulations)

_____ (2nd member)

_____ (further members if desired)

The preparation of a doctoral thesis is required to follow the PhD regulations of the Agricultural Faculty.

All members of the doctoral committee must have obtained a doctoral degree. It is required that members of at least 2 different working groups are represented in the dissertation committee.

Topic of the doctoral thesis and the dissertation committee

The PhD student will prepare a doctoral thesis at the Faculty of Agriculture (Institute for _____) with the topic

The dissertation will be supervised by the dissertation committee.

The doctoral research will be conducted in the working group of

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Work plan

For the dissertation project, a work plan will be established at the latest within 6 months. The PhD student will inform the dissertation committee immediately in case of relevant deviations from the work plan, and may possibly modify this plan in consultation with the committee. The dissertation committee and the Faculty of Agriculture will support the compliance with the work plan according to their capabilities.

The PhD student and the members of the dissertation committee agree to the regulations referred to in attachment 1.

DATE and SIGNATURES

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Attachment 1 to the Supervision Agreement

Rights of the PhD student

1. The PhD student may expect scientific, personal and technical support for the PhD project. The working group related to the dissertation will provide and guarantee appropriate access to the necessary work equipment, and will also offer support in receiving access to sources and tools from elsewhere if necessary.
2. The PhD student may expect that the topic of the dissertation will be defined at the beginning of the doctoral phase along with the dissertation committee. The time schedule and expectations of the dissertation committee and the PhD student will thereby be defined and adhered to.
3. The PhD student should be given orientation on the progress of the doctoral project achieved so far by a regular status meeting (at least once a year), and should thereby achieve the prospect of a successful graduation and insights regarding the further approach. In case, the topic of the thesis needs to be changed, this will be agreed upon. Full documentation is required to show that the status meeting has taken place. The documentation (see official form) must be submitted to the coordination of the Graduate School.
4. The PhD student may expect a reasonable extent of scientific discussion on the research work with the members of the dissertation committee. Additionally, the PhD student should be supported by the dissertation committee in gaining access to the scientific community, and should be made aware of options of financial support by scholarships, projects, grants, science awards and the like.
5. In case the PhD student faces difficulties or problems, it should be in the interest of all involved to quickly solve such issues. Obstacles shall be removed informally wherever possible. In case problems turn out as not solvable among the parties involved, the PhD student may address the vice dean for research und young scientists. The Scientific Board of the Theodor-Brinkmann-Graduate School will deal with remaining conflicts. The PhD student will be regularly informed on the progress of processing his/her complaint.
6. The PhD student may expect support by the Faculty of Agriculture with respect to building competence for performing independent scientific research and with respect to understanding career opportunities.

Rights of the Faculty of Agriculture / of the dissertation committee

7. The Faculty of Agriculture and the dissertation committee may expect that the PhD students are committed to their research project. The PhD students are expected to dedicate the necessary time and effort to their research project.
8. The Faculty of Agriculture expects a responsible and efficient use of its facilities and resources.

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- Supervisors of a doctoral thesis may expect to be informed on the process of the thesis by the PhD student. The supervisors shall be notified of possible difficulties and problems without delay.

Duties and obligations

- The PhD student and the dissertation committee commit to an open and cooperative collaboration aimed at a successful implementation of the project. It is agreed that the dissertation committee will always be informed on the place of residence and accessibility of the PhD student. It is furthermore agreed, that detailed conversations on the progress of the thesis will take place at regular intervals, but at least once a year, Dates for the submission of reports and oral presentations are listed in the timetable. The PhD student commits to the compliance with these dates. The dissertation committee is obliged to take sufficient time for the discussion of the thesis, to promote the quality of the doctoral project by counseling and discussion, and to fully support the success of the doctoral project.
- The dissertation committee and the Theodor-Brinkmann-Graduate School support the search for funding of the PhD student by providing required information, discussion and advice as well as by writing of letter of recommendations.
- The 1st supervisor seeks to obtain financial support for the dissertation project.
- The PhD student and the dissertation committee commit to the rules of good scientific practice. For the dissertation committee, this explicitly means the duty to respect and explicitly acknowledge the authorship of PhD students for their texts and findings.

Doctoral studies at the Theodor-Brinkmann-Graduate School

- The PhD student participates in the teaching program at the Theodor-Brinkmann-Graduate School. The PhD student's individual teaching program will be agreed upon with the dissertation committee and covers 30 credit points. It is divided into courses with focus on research, general and interdisciplinary courses as well as colloquia.
- The PhD student is granted temporal leaves of absence by the dissertation committee for the participation in courses, seminars, workshops, colloquia etc. for the fulfillment of the Theodor-Brinkmann-Graduate School's study program. The mediation of academic key qualifications and professional orientation is welcome and will be supported. The dissertation committee and the Theodor-Brinkmann-Graduate School particularly support the individual efforts of the PhD student by counseling, transmission of information, arranging contacts, financial grants and recommendations.

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Regulations in case of conflicts

16. In case of non-compliance with the obligations mentioned, immediate talks between the parties involved will be arranged to re-establish the agreements. In case of conflicts, the parties may address the vice dean for research und young scientists.
17. The PhD student may expect that the Faculty of Agriculture ensures to provide the conditions for a successful completion of the doctoral project, even if the supervisor can't meet his/her obligations anymore due to unavoidable events (leave, sickness, death).

Duration of the agreement

18. As a general rule, the Supervision Agreement will remain valid until the completion of the dissertation project. It will expire prematurely in the following cases:
 - a) Letter of resignation to the Theodor-Brinkmann-Graduate School
 - b) Decision by the graduate school board in case of infringement of duties and obligations according to point 10 to 13 of this attachment.

The status as a doctoral student in the Faculty of Agriculture shall hereby remain unaffected and will continue to be based on the valid PhD regulations.

Generally, the PhD regulations remain valid in their current version and are unaffected by this agreement.