BERGISCHE
UNIVERSITÄT
WUPPERTAL

Supervisory Agreement for Doctoral Projects at the University of Wuppertal

This is a translation of the German agreement (as published in the Amtliche Mitteilung 50/24)

§ 1 Persons involved

This supervisory agreement is concluded between

Doctoral Candidate - Last Name, First Name

E-mail address

and

Doctoral Supervisor - Last Name, First Name

School, Professorship

E-mail address

if applicable, additional supervisors or mentors

§ 2 Responsibilities and Duties of the Doctoral Supervisor

The doctoral supervisor commits to conducting a detailed discussion with the doctoral candidate about the progress of the work (progress review) at regular intervals, at least every 12 months.

§ 3 Responsibilities and Duties of the Doctoral Candidate

The doctoral candidate will report to the doctoral supervisor during the progress reviews (at least every 12 months) on partial results and the status of the doctoral project.

§ 4 Doctoral Project

(1) The doctoral project is carried out at the School:

_____

(2) Topic or Working Title of the Dissertation:

_____

_____

_____

(3) The aforementioned doctoral supervisor agrees to supervise this doctoral project.

§ 5 Acknowledgment of the Doctoral Degree Regulations

The signatories acknowledge the applicable doctoral degree regulations of the school in their current version. The doctoral procedure is conclusively governed by these regulations, particularly noting the adherence to the deadlines specified for the review of the dissertation.

§ 6 Duration of the Agreement

The doctoral supervisor and the doctoral candidate anticipate that the planned doctoral project (including the doctoral procedure) can be successfully completed

in _____ years.

The supervisory agreement will end if no extension is agreed upon afterward.

§ 7 Regulations for Conflict Situations

In cases of substantive and personal disagreements that significantly impair a trusting, constructive, and goal-oriented collaboration, and that seem irreconcilable to at least one of the involved parties, the Dean of the School will first be involved in attempting to find a solution. If the Dean is directly involved in the situation, the Deputy Dean will take their place. Reference is explicitly made to the advisory and complaint offices at the University of Wuppertal (BUW).

§ 8 Miscellaneous

The parties commit to adhering to the principles of good scientific practice as defined for the University of Wuppertal (BUW) in the regulations of August 10, 2022 (Official Announcement 57/22) or in their current version. The doctoral candidate is required to familiarize themselves with these rules.

In conflict situations, the ombudspersons for good scientific practice and, for further support, the doctoral advisory service of the Graduate Studies Center (ZGS) are available as points of contact.

This supervisory agreement is extended by the following modules:

☐ or ☒ ⇐ **Please select, if applicable**

☐ **Module 1: Project Plan**

The doctoral project is outlined in a project plan dated

_____(date).

This project plan includes a content and timeline structure (annual milestones, key points) that specifies the start and planned submission of the work. The doctoral supervisor will support adherence to this schedule as much as possible. The project plan will be mutually updated regarding the development of scientific questions, possible qualification elements, and milestones. The doctoral candidate is responsible for maintaining the project plan.

☐ **Module 2: Discussion in the (International) Academic Community**

The research results obtained during the doctoral project should be presented to the (international) academic community for discussion. This is usually done through publications subjected to a peer review process or through independent presentations at scientific conferences.

☐ **Module 3: Qualification Measures**

Regardless of the requirements of the doctoral regulations, participation in the following qualification measures is agreed upon:

_____

_____

_____

_____

Participation in subject-specific and interdisciplinary qualification measures will be coordinated with the doctoral supervisor.

Attention is drawn to the optional and interdisciplinary course offerings at BUW provided by the Service Center for Academic Staff Development (SAPE) and the Graduate Studies Center (ZGS) in areas such as leadership and responsibility, quality and ethics, teaching competencies, or scientific writing. Participation in external offerings is also possible.

☐ **Module 4: Intensive Reporting and Documentation Requirements**

(1) The doctoral candidate reports to the doctoral supervisor

☐ quaterly or ☐ biannual

(please check the appropriate option)

on the status of the doctoral project, adherence to the timeline, and participation in scientific events and interdisciplinary qualification offerings.

(2) During regular meetings, the doctoral candidate will present partial results of the doctoral project as specified above to the doctoral supervisor and prepare a brief summary of the discussion, which will also outline the next steps. This summary will be acknowledged by the supervisors.

☐ **Module 5: Integration into a Scientific Environment**

(1) The doctoral project will be integrated within the research group, research network, doctoral pro-gram, or graduate school:

(2) The faculty expects that the doctoral candidate will list the affiliation as "School of XXX, University of Wuppertal" in publications resulting from the doctoral project (potentially in addition to other affiliations).

☐ **Module 6: Special Measures or Regulations for Balancing Family and Academic Activities**

Balancing family and academic activities is particularly supported. The following measures are agreed upon:

☐ **Module 7: Research Conditions (Equipment and Resources for the Doctoral Candidate)**

The doctoral supervisor will make efforts to provide adequate working conditions and will specifically make the following resources or facilities available in coordination with the faculty:

Signatures

This supervisory agreement must be concluded before the start of the doctoral project; however, it can be modified during the course of the project. The procedures specified in the doctoral regulations, such as admission as a doctoral candidate and the application for the initiation of the doctoral procedure, remain unaffected by this agreement. Likewise, regulations agreed upon in the context of any employment or service relationship with the University of Wuppertal remain unaffected. Enrollment according to § 67 (5) of the Higher Education Act (HG NRW) in conjunction with the currently valid enrollment regulations of the university is also required and is not waived by this supervisory agreement.

place, date — Signature of the Doctoral Candidate

place, date — Signature of the Doctoral Supervisor

place, date — if applicable, signatures of additional supervisors or mentors

Acknowledged

place, date — Signature of the Dean