

Information on the supervision agreement

If you want to gain an admission to a dissertation project at the University, you need a written supervision agreement from one of its faculties. The agreement establishes a transparent relation between doctoral candidates and their supervisors. It determines the content and the time frame of a doctoral thesis project. Possible supervisors of your dissertation project may be:

- Professors
- associate professors serving in a temporary capacity (“Privatdozent/in”)
- junior research group leaders (“Nachwuchsgruppenleiter”), if their scientific qualification has been confirmed by an external evaluation procedure.

One of your supervisors must be a member of the faculty at which you are about to carry out your project. Exceptions are possible, however, only when the faculty’s council grants its approval.

What should a supervision agreement contain?

- name of the doctoral candidate
- working title of the dissertation project
- name of at least one supervisor
- a statement from the supervisor(s) agreeing to receive progress reports on the ongoing project from the doctoral candidate on a regular basis
- a statement from the doctoral candidate agreeing to provide progress reports for the supervisor(s) on a regular basis
- planned type of dissertation project (cumulative/monograph)
- if applicable: information about cooperation with other research institutions (e.g. universities, non-university research institutes, industry)
- if applicable: participation in a doctoral programme (e.g. Graduate School, Research Training Group)
- if you are or will be employed by the FSU: a schedule that outlines the time frame and the working steps of the doctoral projects

Which information are optional?

- additional information on the dissertation project, e.g. to be written in English
- a detailed time and project schedule of the doctorate
- other rights and responsibilities of the doctoral candidate, e.g. teaching, participation in qualification programmes or the faculty’s events
- other rights and responsibilities of the supervisor(s)
- regulations on working conditions (workplace, internet access, laboratory access, and other resources).

You may use the following supervision agreement as a template. Depending on your specific circumstances, you and your supervisor(s) may customize the document, e.g. adding elements or omitting those not applicable. For basic requirements, please refer to the valid doctoral examination regulations of your faculty.