

Application form

Doctoral candidate: _____;
Surname, name

Date and place of birth: __/__/____ _____;
Date (dd/mm/yy) Place, country

Nationality: _____; Sex: female, male, diverse;

E-mail: _____;

Joined Brain Dynamics on: __/__/____.
Date

This date is equivalent to the starting date of the doctoral degree project:

yes;

no:

start of the project: __/__/____;
Date

The doctoral candidate is already enrolled in a structured graduate program:

yes: _____;
Name of the program

no;

The doctoral candidate is already under the supervision of the Thesis Advisory Committee (TAC):

yes: _____,
Supervisor

_____,
1st advisor

_____,
2nd advisor

Working title of the doctoral degree project:

no: please fill in the supervision agreement form in appendix;

Supervision Agreement

between

Doctoral candidate	Supervisor
1 st advisor	2 nd advisor

Preamble

Doctoral candidates are expected to perform independent and innovative research that advances their respective field of study, while still under the supervision of experienced researchers. This supervision agreement is intended to ensure that the requirements of the doctoral projects are fulfilled, and that continuous support of the doctoral researcher by the supervisor and advisors is provided. This document extends the supervision contract (“Betreuungsvereinbarung”) of the candidate’s home faculty. If regulations about aspects of the *GS Brain Dynamics supervision agreement* overlap those in the faculty supervision contract, the latter has precedence.

1. Doctoral degree project

1.1 The doctoral candidate will pursue a doctoral degree project at the

Department / Faculty

within the Faculty’s graduate program, and is responsible for the enrolment at the list of doctoral candidates. The working title of the doctoral degree project is:

Working title

1.2 The parties agree upon a period of __ months (typically 36 months for doctoral candidates pursuing a Dr. rer. nat. degree), from __/__/__ to __/__/__, for completing the

Start date

End date

doctoral degree project and commit to make every effort to finalize the project in this specified period of time. An extension of this period may be granted for valid reasons (e.g., unforeseen circumstances that hinder the completion of a project, illness, family matters, etc.). Special emphasis is placed upon the balance between family life and scientific career.

1.3 The doctoral candidate commits to submit a doctoral degree project proposal (including a time/work schedule) five months after the start of the doctoral degree project, i.e., until / / / .

Due date

2. Supervision

2.1 The supervisor provides the main scientific support to the doctoral candidate, i.e., by regular personal meetings, advice regarding research goals and research methods, establishing contacts to additional supporting researchers, etc. The supervisor is also responsible for offering the doctoral candidate infrastructure and working conditions with access to equipment, consumables, as well as the usual support in administrative issues necessary for the doctoral degree project.

2.2 Each doctoral candidate of the Brain Dynamics Graduate School is supervised by a Thesis Advisory Committee (TAC), which is composed of at least one supervisor from the relevant topic and two advisors. The function of the advisors is to support the doctoral project by providing academic counselling and advice. Advisors may also be called upon to take a more active role in cases where supervisors are absent for an extended period of time or in cases of disputes between supervisors and students.

2.3 TAC meetings are initiated by the student at least once a year to monitor and evaluate the progress of the doctoral degree project. The first TAC meeting should be scheduled within the five month after starting the doctoral project. For the second and third TAC meetings respective TAC feedback forms are to be submitted to the TAC and to the scientific coordinator one week prior to the TAC meeting. Furthermore, the doctoral candidate should prepare an oral presentation to give in front of the TAC.

2.4 The doctoral candidate is expected to attend the science-related and competence-training events recommended by the Graduate School. Additionally, engagement in the broader academic community (e.g., attend conferences, submit articles for publication, take part in a research internship) is strongly recommended, and these contributions should be recorded in the TAC feedback form.

3. Conflict management

3.1 Compliance with this supervision agreement is compulsory for maintaining membership at the Brain Dynamics Graduate School. In case of conflict, the parties will first approach the University's conciliators. If conciliation is not possible, the case may be referred to the Office of Ombudspersons at the Leipzig University.

3.2 Should the doctoral degree project be aborted, the doctoral candidate and the supervisor will specify the reason(s) in a written statement, which will then be passed on to the Coordinator of the Graduate School.

4. Good Scientific Practice

4.1 All doctoral candidate of Brain Dynamics Graduate School are obliged to adhere to the recommendations for safeguarding good scientific practice as set out by the Leipzig University and Deutsche Forschungsgemeinschaft (DFG – German Research Foundation) (documents available at: <https://www.uni-leipzig.de/en/brain-dynamics/graduate-school-brain-dynamics/downloads>).

Signatures:

----- Doctoral candidate	----- 1 st advisor
----- Supervisor	----- 2 nd advisor

Date and place: -----