



Agreement on doctoral studies (Version October 1, 2021)

Preamble

The doctoral student and his/her supervisor in his/her capacity as a member of the university shall sign an agreement on doctoral studies in order to define the supervisory relationship in terms of content and the period of time it covers. The agreement on doctoral studies should ensure that the doctoral student is continuously supported and advised on his/her doctoral project, and should formulate the requirements of the supervisor and the supervisee by mutual consent. The supervisor and doctoral student acknowledge the contents of the agreement as the basis of the relationship and shall try to put the requirements into practice as well as possible. The doctoral project should be planned and completed by the persons involved in such a way that it should be completed to a high standard within an appropriate timeframe. This must take into consideration the doctoral student's life situation. The agreement complies with the planning horizon which is currently possible and can be changed and updated in writing by mutual consent with regard to the subject-related issues posed by the dissertation project, the individual qualification elements and the schedules to be updated for regular supervision meetings and progress reports. The agreement on doctoral studies does not supersede the acceptance as a doctoral student.

1. Parties involved

Mr/Ms _____ as the doctoral student
(First name) (Surname)

born on _____ in _____.

Address _____;
(Street) (House no.) (Zip code) (Town)

Landline _____; Cellphone _____;

E-mail _____

And the supervising academic(s):

1. Mr/Ms _____ (supervisor)

Institute _____

E-mail _____

2. Mr/Ms _____ (second supervisor if applicable (optional))

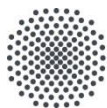
Institute _____

E-mail _____

2. Dissertation topic

2.1 The working title of the dissertation is:

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3. Work plan and schedule

The doctoral student and the supervisor shall agree on a work plan and schedule, which will be updated on an ongoing basis and which are adapted to the dissertation project and the doctoral student's life situation. The work plan and schedule includes regular supervision meetings and progress reports. It is an annex to this agreement. The work plan and schedule must be checked by the persons involved at least every two years, and adjusted if necessary.

4. Individual qualification program

The doctoral student and the supervisor agree on which accompanying qualifications to participate in to the value of at least 9 credit points (e.g. subject specific events, interdisciplinary qualification events, stays abroad, participation in conferences, lectures etc), which also form an annex to this agreement.

5. Integration into working groups, research associations, doctoral studies programs (optional)

Mr/Ms _____ is working on his/her subject

- ☐ as part of the research project/third-party funded project _____
- ☐ as an independent individual research project, if necessary with links to the following research group _____
- ☐ as part of the structured doctoral studies program _____

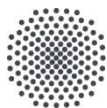
6. Publications

The university has an obligation to make the knowledge and collective achievement of its scientists available to society. Publishing suitable research results is therefore of great importance.

- ☐ The doctoral researcher is referred to the publication guidelines of the University of Stuttgart.
- ☐ The doctoral researcher is informed about the formal possibility of writing a classical or a publication-based, cumulative dissertation, provided that the latter is permitted by directive of the relevant doctoral committee according to § 2 subsec. 6 of the doctoral degree regulations.

7. Obligation to comply with the rules of good scientific practice

The doctoral student and the supervisor are obliged to observe and comply with the principles of good scientific practice, such as are drawn up in the recommendations of the German Research Foundation and in the statutes of the University of Stuttgart to safeguard the integrity of scientific practice and to deal with misconduct in science.



8. Determining the assessment period after submission of the dissertation

In accordance with § 10 Para. 1 Sentence 2 of the Doctoral Degree Regulations, the assessment of the dissertation must be completed within 3 months.

9. Regulations in the event of disputes

In the event of differences of opinion or disputes between the doctoral student and the supervisor, all parties shall try and find an amicable solution. If necessary, either party may appeal to the ombudsperson, who must be appointed for this purpose as per the Doctoral Degree Regulations.

10. Terminating the agreement on doctoral studies

10.1 The agreement on doctoral studies may be terminated at any time providing that both parties agree.

10.2 Any unilateral termination of the agreement on doctoral studies by either party must be done in writing. The doctoral student may terminate his/her doctoral project at any time without giving a reason. The supervisor must justify his/her decision to terminate the agreement on doctoral studies in writing. If the termination is unilaterally sought by the supervisor, the doctoral student can appeal to the doctoral committee to mediate. The doctoral committee must confirm the existence of justifiable reasons should this be requested by the doctoral student.

10.3 The acceptance as a doctoral student shall remain unaffected in the event of the agreement on doctoral studies being terminated, unless this is also covered by the termination on the part of the doctoral student. In the event of an agreement on doctoral studies being terminated, the doctoral committee shall check whether the acceptance as a doctoral student should be revoked in accordance with the provisions of the Doctoral Degree Regulations.

10.4 The agreement on doctoral studies shall be considered as terminated if the application for acceptance as a doctoral student is declined or revoked by the responsible doctoral committee.

10.5 The supervisory relationship ends automatically after the completion of the doctoral project.

11. Copies and acceptance as a doctoral student

11.1 The agreement on doctoral studies must be signed in **at least triplicate**. The doctoral student, the supervisor and the doctoral committee shall each retain a copy.

11.2 The **application for acceptance as a doctoral student** should as a general rule be submitted to the responsible doctoral committee within two months of signing the agreement on doctoral studies.

Stuttgart, _____

Stuttgart, _____

Doctoral student

Supervisor



Annex 1: Work plan and schedule

The doctoral student and the supervisor agree on the following work plan and schedule, which includes regular supervision meetings and progress reports:



Annex 2: Individual qualification program

Example text for individual doctoral degree studies and structured doctoral studies programs:

- It is agreed that the doctoral student will participate in the following qualifications (e.g. subject-specific events, cross-disciplinary qualifications, seminars, special lectures, summer/winter schools, stays abroad, participation in conferences, lectures):