

Supervision Agreement

between **the doctoral candidate Ms / Mr**

and the members of the following thesis committee:

first supervisor

second supervisor

§ 1 Thesis Title

The doctoral candidate will write a thesis with the following working title:

§ 2 Time Schedule

The following time frame for the completion of the doctoral studies has been agreed upon:

from: _____ until (anticipated submission of the thesis): _____

The doctoral candidate and the thesis committee commit themselves to organise and execute the work in such a manner that the completion of the doctoral studies can be realised within the agreed time frame. The thesis committee can grant an extension of the completion date in justified cases.

§ 3 Regular Discussions

The doctoral candidate and the supervisors commit themselves to open and cooperative collaboration for the successful realisation of the doctoral studies. It is agreed upon to discuss the work status and the next steps on a regular basis. At least one discussion per month will be held between the doctoral candidate and one of the supervisors. The doctoral candidate commits herself/himself to adequately prepare material for the discussions. The supervisors commit themselves to take time for the discussion of work and to render available help for the success of the doctoral studies. The candidate and the supervisors also commit themselves to discuss the candidate's career perspectives on a regular basis. Adequate steps to foster job market success should be undertaken at least one year before the completion of the thesis.

§ 4 Progress Reports

At twelve-month intervals, the doctoral candidate will submit a progress report to the thesis committee. The initial report, due by the end of the first year, must include the following information: 1. A research proposal, which gives the preliminary title of the planned thesis, the research question to be investigated, the planned methodology, the anticipated outcomes and a bibliography. 2. A time schedule for the completion of the doctoral thesis. 3. A current transcript of courses.

All further progress reports should provide a brief record of progress achieved and will include: 1. The current title of the thesis. 2. An account of work done, listing any research papers completed or in progress. 3. An overview of work to be completed. 4. A time schedule for the remainder of the thesis work. 5. A current transcript of courses and seminars/colloquia.

On the basis of each report, the thesis committee is obliged to provide a written assessment of the doctoral candidate's progress, which is submitted to the doctoral candidate, the Examining Board and kept on record in the doctoral candidate's file. On the basis of the first progress report and the thesis committee's assessment of the doctoral candidate, the Examining Board decides, where relevant, on the extension of the doctoral candidate's scholarship.

§ 5 Presentations

At six-month intervals, at the least, the doctoral candidate commits herself/himself to present her/his progress in research seminars/colloquia of the Doctoral Programme before at least one member of the thesis committee.

§ 6 Deviations from the Work Schedule

The doctoral candidate commits herself/himself to inform the thesis committee and the Director of the Programme in the case of deviations from the work schedule.

§ 7 Compliance with Good Scientific Practice

The doctoral candidate and the members of the thesis committee commit themselves to adhere to the rules of good scientific practice <http://www.wiwi.uni-konstanz.de/econdoc/downloads/>. Further instructions regarding good scientific practice will be given when necessary. Should the doctoral candidate be in doubt, consultation with the first supervisor or other persons of confidence is to be sought. For the first supervisor, this expressly means the obligation to respect and designate the doctoral candidate's authorship for texts and findings.

§ 8 Dispute Settlement

Disregard of the obligations mentioned between the parties must be discussed immediately in order to re-establish the fulfilment of the agreement. In conflict situations, parties are to consult the Examining Board of the Doctoral Programme.

§ 9 Communicating Research Results

It is expected that the results of the research will be communicated to the scientific community according to the conventions of the relevant discipline.

§ 10 Language of the Thesis

The thesis will be submitted in English.

§ 11 Assessments of the Doctoral Thesis

The thesis committee commits itself to submit the assessments of the doctoral thesis in a timely fashion. The time frame between the completion of the thesis and the defence shall not exceed six months.

Date and Signature

Doctoral Candidate

First Supervisor

Second Supervisor

Director of the Doctoral Programme