Supervision Agreement

Personal Details
Name of PhD candidate:
Qualification/ where/ when:

Doctorate Details
Starting date:
Scientific discipline:
Preliminary title of dissertation:
Dissertation will be submitted at (name of university):

Team of Supervisors
Official supervisor at University:
Main supervisor at PIK (if different from official supervisor):
Day-to-day supervisor at PIK:

Rights and obligations of PhD student
The PhD candidate commits herself/himself to finishing her/his dissertation within a three-year period. The starting date of the doctoral project is normally identical with the starting date of the candidate’s work contract (project start date) or their stipendium, and it is considered finished when the dissertation is formally handed in at the university. Within six month from the date of signing this agreement, the candidate will present a concept for the doctorate including a work and time schedule which clearly indicates that it is possible to conclude the dissertation within the proposed time frame. If necessary, the concept can be modified in agreement with the supervisors during the course of the doctoral project. The PhD student will take part in the PIK PhD Programme and in courses offered by Graduate Schools. Once a year, the candidate has to report to the team of supervisors (including university supervisor) about the progress of the doctorate. In the case of problems, e.g. with supervision, she/he can ask for help from the mediator team at PIK. After two years work on her/his doctoral project the candidate will present a plan for future career development produced in coordination with the supervisors. The candidate commits her-/himself to keeping the "Rules for Ensuring Good Scientific Practice at PIK" (http://www.pik-potsdam.de/intranet/scientific-life-pik/research-programme/pik-rules-for-scientific-practice).
Rights and obligations of supervisors

The team of supervisors at PIK will encourage the PhD candidate to finish her/his doctorate within three years and will endeavour to provide them optimal support. This means that they will attend the student’s presentation of their doctoral concept. As well as the yearly report meeting mentioned above, the whole team of supervisors meets the PhD candidate once a year to discuss and monitor progress on the dissertation. Day-to-day supervision must be provided additionally on request of the candidate but at minimum once a month. The PIK supervisors are responsible for the design of an adequate doctoral plan and its observance and for drawing up a career development plan in collaboration with the candidate. The PIK supervisors commit themselves to keeping the “Rules for Ensuring Good Scientific Practice at PIK”.

The PhD candidate and the supervisors accept the quality standards for doctoral projects at the Potsdam Institute for Climate Impact Research, and take note of the resulting standard schedule of doctoral projects (http://www.pik-potsdam.de/intranet/scientific-life-pik/phd-students/getting-started-at-pik/getting-started-at-pik).

The contract ends when the doctoral project is completed or is given up.

Date:

………………………………………………………………

PhD Student:

………………………………………………………………

Main supervisor PIK:

………………………………………………………………

Day-to-day supervisor PIK:

………………………………………………………………

Official university supervisor (for information only if not at PIK):