



Doctoral Candidate-Advisor Agreement

Section 1 Objectives

This agreement is required for all doctoral students admitted to the PhD-Degree Program in Experimental Medicine. The objectives of this agreement are to ensure completion of the doctoral education and to regulate the rights and obligations of the involved parties throughout the program.

Section 2 Parties to the agreement

The parties to this agreement are:

1) Doctoral candidate:

Name of doctoral candidate

E-mail address

Correspondence address and telephone

Home address and telephone (if different)

(Doctoral candidates are responsible for keeping their contact information up to date)

and

2) Primary supervisor (as defined in the Regulations for the PhD-Degree Program):

Name of primary supervisor

E-mail address

Institute/Clinic/Department

Correspondence address and telephone

Section 3 Thesis subject

The doctoral candidate shall complete a program of doctoral education consisting of a course component (the content and extent of these courses are to be specified in the Training program) and a research project, leading to the degree "*Doctor of Philosophy*" (*PhD*). The program as a whole shall culminate in the completion of a doctoral dissertation with the following working title:

Section 4 Additional supervision

If appropriate, the following academic staff member is available to act as an internal co-supervisor:

Name and Institute/Clinic/Department

Section 5 Obligations and rights of doctoral candidate and supervisor

1. Before the commencement of research activities the doctoral candidate and his/her supervisor will agree on research goals and on a structured timeline for the doctoral work.
2. Before carrying out biomedical research on human beings (including the testing of approved medications and medical products, and before the examination of collected human material from personal data, before trials using genetically altered organisms, before research with vital human gametes and living embryonic tissue, and before using personal data in epidemiological research), approval must be granted by a vote of the Ethics Committee of the University of Tübingen. The vote of the Ethics Committee has to be obtained **prior to** begin of research. The start of scientific research as mentioned above is not permitted before the consultation of the Ethics Committee has taken place. The Ethics Committee does not comment on already conducted scientific research. Studies devoid of statement from the Ethics Committee are not to be used in doctoral work. The Tübingen Ethics Committee also decides upon the recognition of the vote from an ethics committee beyond the scope of the chamber legislation of Baden-Württemberg.
3. Both parties commit themselves to acknowledging and following the principles of good scientific practice, especially regarding the documentation and publication of research results (see Appendix 1 of the PhD Regulations: Principles of the Faculty of Medicine of the Eberhard Karls Universität Tübingen for the Safeguarding of Good Scientific Practice, and the recommendations of the German Research Council (DFG)).
4. Both parties declare their commitment to patient- and data secrecy and anonymous publication.

The academic supervisor shall:

1. enable rapid progress of the work to be carried out;
2. discuss results and their interpretation. He/she shall make him/herself available for regular academic consultation (meetings to discuss results and work progress shall take place on request of the candidate, at least once every quarter-year);
3. give the candidate the opportunity to present his/her own results or findings;
4. enable the candidate to attend the courses of the PhD program as planned.

The doctoral candidate shall:

1. keep a complete and accurate record of experimental methods and data in form of a Lab notebook. The same holds true for clinical data. If data is obtained from healthy or sick individuals, or biological material belonging to them, correct documentation of diagnostic findings is essential. All lab-books, protocols, diagnostic findings and original data must be stored at the institution where the data was generated;
2. keep his/her advisor informed of the progress of his/her research and of the dissertation;
3. respect the rules and regulations of the supervising institution (e.g. working with dangerous substances and/or genetically modified material, animal welfare and confidentiality regulations).
4. attend the courses of the PhD Program for which he/she has registered. Registration is only possible until 2 month before the start of the program. If later cancellation is not caused by illness, the candidate has to pay a cancellation fee.

This agreement can be terminated at any time upon mutual consent of both parties.

Parties will try to resolve disputes or problems regarding the PhD research project/thesis in a conciliatory manner. If no solution is reached, please turn to the PhD coordination office. Furthermore, in cases of conflict, the PhD Board may serve as mediator, by providing advice and assistance to both parties.

A copy of the agreement shall be sent within the first month after start of the program as a single PDF to the PhD program coordinator at the PhD coordination office (phd@med.uni-tuebingen.de).

The signatories declare that they have read and accept the conditions laid down in the present contract.

Tübingen,

Supervisor's signature

Doctoral candidate's signature