

Doctoral Agreement

§ 1 Objective and purpose

The Doctoral Agreement is designed to generate a transparent relationship between doctoral candidate and doctoral supervisor with respect to content and time. Planning and execution of the doctoral project are to be designed by the parties in such a manner that the project can be concluded in high quality and within an appropriate period of time. The individual life situation of the doctoral candidate is to be considered. A successful conclusion of the doctoral project is not guaranteed by the conclusion of this Doctoral Agreement.

The doctoral ordinance of the KIT-Faculty of Mechanical Engineering will remain unaffected from this doctoral Agreement.

§ 2 Participating persons

This Doctoral Agreement is concluded between

Doctoral candidate: _____ and

First and or main supervisor:

§ 3 Doctoral project

Preliminary working title / field of work:

Commencement (month/year):

Scheduled conclusion (month/year):

The doctoral project is described in a Suggestion of topic and Time/work schedule in Annexure 1.

§ 4 Regular review of the Agreement

Compliance with this Agreement incl. its annexures is regularly reviewed and updated by the Parties. The first review shall be conducted _____ month following the conclusion of this Agreement and subsequently upon the expiration of each year.

§ 5 Tasks and obligations of the doctoral supervisor

- (1) The doctoral supervisor is obligated to provide the doctoral candidate with regular professional advice as well as regular meetings (at least every six months) regarding the progress of the work under consideration of the time and work schedule (to be adapted, if required). The doctoral supervisor shall point out in due time any interim steps (results, publications etc.) expected from the doctoral candidate and required for the submission of the dissertation. The doctoral supervisors support the scientific independence of the doctoral candidate.
- (2) The supervisory obligation applies irrespective of the duration of a possibly existing working relationship with KIT or a scholarship.
- (3) The relevant evaluation times following the submission of the dissertation depend on the doctoral ordinance of the KIT Department of Mechanical Engineering valid at the time of approval.
- (4) The doctoral supervisor shall endeavour to provide adequate research conditions.

§ 6 Tasks and obligations of the doctoral candidate

- (1) The doctoral candidate is obligated to provide regular reports (at least every six months) regarding the progress with respect to the content of the doctoral project, considering the time and work schedule (to be adapted, if necessary). The doctoral candidate prepares and maintains the Time/work schedule.
- (2) The doctoral candidate strives to introduce his/her research results to an international audience, if possible, by way of publication in renowned papers and contributions during conferences. The doctoral supervisor shall support the doctoral candidate in this matter.
- (3) The conclusion of the Doctoral Agreement does not replace the application for acceptance as doctoral candidate at the KIT department according to the applicable doctoral ordinance. The doctoral candidate is obligated to apply for acceptance as doctoral candidate at the KIT department within six months following the conclusion of this Doctoral Agreement.

Reference is made to the approval prerequisites, particularly in case of university degrees from abroad, specified in the doctoral ordinance.

§ 7 Associated qualification

- (1) The doctoral supervisor and the doctoral candidate shall regularly discuss whether and which measures could accompany the doctoral project in order to make the project visible on an international level (e.g. visit of international conferences or stay at other research facilities abroad).
- (2) The doctoral supervisor supports the doctoral candidate at the participation in professional as well as interdisciplinary events.
- (3) The doctoral supervisor and the doctoral candidate regularly discuss whether and which participations in teaching are to support the further qualification.
- (4) In the context of a doctoral programme, the doctoral candidate participates in the qualification programme. Extent and content are specified in the work schedule.
- (5) The intended qualification measures according to paragraphs (1) to (4) have to be documented in Annexure 2.

§ 8 Integration in working group, research association or doctoral programme n.a.

§ 9 Compliance with the principles of good scientific practice and ethical guidelines

The doctoral candidate and the doctoral supervisor are obligated to comply with the principles of good scientific practice according to the statutes "[Regulations to ensure good scientific practice at the Karlsruhe Institute of Technology \(KIT\)](#)" in the respectively valid version. The doctoral supervisor shall discuss the principles of good scientific practice with the doctoral candidate.

Furthermore, the "*Ethical Guidelines of the Karlsruhe Institute of Technology (KIT)*" in their respectively valid version must be observed.

§ 10 Regulation regarding the solving of disputes

In cases of disputes and conflicts, the doctoral candidate(s) or the doctoral supervisor(s) can contact the arbitrators appointed for the doctoral candidates as well as the doctoral supervisors (§ 38 (4) sentence 2 LHG). Reference is made to the “*Ordinance for the appointment of arbitrators for doctoral candidates and doctoral supervisors of the Karlsruhe Institute of Technology (KIT)*” in the respectively valid version

§ 11 Termination of Doctoral Agreement

- (1) The Doctoral Agreement can be terminated with the mutual consent of both parties at any time.
- (2) A unilateral termination of the Doctoral Agreement requires the written form. The doctoral candidate may terminate his/her doctoral project at any time without stating reasons. The doctoral supervisor has to justify the termination of the Doctoral Agreement in writing.
- (3) If the application for acceptance as doctoral candidate is declined by the KIT department, the Doctoral Agreement is terminated.

§ 12 Central recording

According to § 38 (5) Landeshochschulgesetz (LHG / Law regulating universities) the doctoral candidates have to be centrally recorded at the conclusion of the Doctoral Agreement. In order for this to be possible, the doctoral candidate is obligated to register at the *Karlsruhe House of Young Scientists (KHYS)* (Information to this topic under www.khys.kit.edu).

Place, Date

Signatures

Doctoral candidate

First / Main supervisor

Annexures:

Annexure 1

Suggestion of topic

Time / work schedule

Annexure 2

Qualification measures according to § 7