

PLAN ON EDUCATION AND SUPERVISION Ph.D. STUDENTS [*DBP Opleidings & BegeleidingsPlan*]

PROCEDURE

Before the start of the project, there should be clarity on the supervisory team and the duties and roles within this team (points 1-6).

Within three months after the Ph.D. student starts the project at ABS the full Plan needs to be drafted and signed by the promotor and the Ph.D. student and submitted to the research institute (abs-ri@uva.nl). The plan can be amended at all times, as long as both parties agree on the changes made.

At least once a year, during the annual talk on progress (*jaargesprek*), the supervisor and Ph.D. student discuss the necessity of making changes. At least one update should be made and sent to the research institute (for those on a 3 year trajectory before the extension at 12 months, for those on a 4-year trajectory before the extension at 18 months, and for external PhD students after 12 months). In the updated form tick the boxes of courses that have been completed. The website provides a guide for finding suitable courses. At least one course on research ethics and a total minimum of 30 ects of course work is required (for those who have done prior relevant courses, exemption may be requested).

supervision

- 1) PhD student:
- 2) Name(s) promotor(es):
- 3) Name(s) co-promotor(es):
- 4) Who is the main supervisor of the Ph.D. student:
- 5) Who else are appointed as supervisor(s):
- 6) Explain the division of tasks within the supervisory team and state per supervisor the number of hours of supervision the Ph.D. student is entitled to each month:

knowledge and skills

- 7) List the (research) ethics course(s) that will be followed/that have been followed at MSc level:

- 8) List the methodological course(s) that will be followed:

- 9) List the field/content course(s) that will be followed:

- 10) List the (academic) skills course(s) that will be followed:

- 11) If no courses are listed for 8) or 9) explain why the relevant knowledge has already been obtained:

topic

12) Description of the main topic of research:

13) Description of the main problem and goal:

14) Description of how the research is going to be set-up:

planning

15) Please give a global planning of work to be done in the coming years

SIGNATURES

Promotor and Ph.D. student agree on the OBP as described above. Also, in case the promotor is not the main supervisor of the Ph.D. student, the promotor will, at the beginning of the Ph.D. research and at times that are crucial to the progress of the research, but at least once a year, talk with the Ph.D. student on the progress of his/her research.

SIGNATURE (CO-)PROMOTOR(ES)

NAME:

DATE:

SIGNATURE Ph.D. STUDENT

NAME:

DATE:

SIGNATURE RESEARCH DIRECTOR

NAME:

DATE: