

Supervision Agreement for Doctoral Candidates

GraCE - Graduate Center for Chiral Electronics

This supervision agreement outlines the mutual expectations, roles, and responsibilities of the doctoral candidate and the Thesis Advisory Committee (TAC). It is intended to support a productive, transparent, and collaborative research environment throughout the duration of the doctoral project.

Parties to this Agreement

This supervision agreement is made between:

Doctoral Candidate:

Name:

Institution / Faculty:

Signature

Supervisor:

Name:

Institution / Faculty:

Signature

Co-supervisor:

Name:

Institution / Faculty:

Signature

**Person of Trust:**

Name:

Institution / Department:

Signature

Optional Member (e.g., a postdoc):

Name:

Institution / Department:

Signature

GraCE Directors:

Universität Regensburg:

Prof. Dr. Ferdinand Evers

Martin-Luther-Universität Halle-Wittenberg:

Prof. Dr. Annika Johansson

Freie Universität Berlin:

Prof. Dr. Martin Weinelt





1. Doctoral Candidate and Dissertation Project

Name of Doctoral
Candidate:

Date of Admission to
GraCE:

Institution / Faculty:

The doctoral candidate has been admitted as a member of the GraCE - Graduate Center for Chiral Electronics and is conducting a dissertation project at the above-mentioned institute with the provisional title:

The doctoral dissertation will be conducted in accordance with the doctoral regulations of the respective institution / faculty:

2. Thesis Advisory Committee (TAC)

The dissertation project shall be supervised by a Thesis Advisory Committee (TAC) in compliance with the rules and regulations of each Institution / faculty. The TAC consists of the above-mentioned university professors, principal investigators, and, where applicable, postdoctoral researchers.

If a member of the TAC resigns prior to the submission of the dissertation project, the Director of the respective GraCE node shall be immediately informed and shall arrange for continuous and adequate supervision.

3. Training in Scientific and Transferable skills

Prior to the commencement of the doctoral studies and based on the GraCE program, the doctoral candidate shall define the type and extent of the courses and workshops to be completed and discuss these with the TAC.





4. Supervision and Meetings

With the consent of the doctoral candidate, the theoretical and methodological foundations of the dissertation project shall be defined. The supervisor shall provide guidance in preparing a work plan and timeline. The scientific project shall fall within the research scope of the Center for Chiral Electronics.

The TAC and the doctoral candidate agree to meet regularly to discuss research progress. The doctoral candidate shall submit regular reports (at least one progress report per year, in the form of a Personal Qualification Plan (PQP) report) to the TAC, providing insight into the progress of the project.

Regular consultations and meetings with the supervisor shall be held based on the predefined type and scope of the study units to be completed by the doctoral candidate, while allowing for the specific requirements of the respective discipline.

Doctoral candidates are required to document one TAC meeting per year in writing, in consultation with their supervisor.

The Director of the respective GraCE node shall be informed immediately should it become necessary, to modify the composition of the TAC. In such a case, the Directors of the GraCE Board shall take the appropriate steps.

5. Personal Qualification Plan

(Additional document to be filled in)

The doctoral candidate and the TAC mutually agree on a personal qualification plan (PQP), which should consist of:

- Topics and dates of scientific presentations
- Advanced Training Modules (ATMs) and Tutorials
- Lecture courses
- External courses (e.g., research schools)
- Transferable skills workshops
- Teaching activities
- External research experience (e.g., research visits to other institutions or nodes)
- Further needs and suggestions

6. Duration and Work Plan

The period set to complete the dissertation corresponds to the predefined standard study period as stipulated in the relevant rules and regulations defined by the bylaws of the respective university hosting GraCE.





The doctoral candidate shall aim to submit the dissertation within the predefined standard study period.

The work plan and time schedule provided in the appendix shall apply, as amended on (Date): , or as otherwise scheduled and agreed upon later and attached to this agreement. These schedules must be approved by the TAC.

The doctoral candidate further agrees to notify the TAC of any relevant deviations from the work plan or schedule.

7. Good Scientific Practice

The doctoral candidate and the members of the TAC shall be obliged to comply with the principles of good scientific practice in accordance with the statutes and regulations governing good academic practice at the respective university at which the candidate is enrolled.

These regulations stipulate that the doctoral candidate shall consult the TAC or the ombudsperson(s) of the relevant faculty or institution at the respective university in cases of doubt concerning good scientific practice.

For the members of the TAC, this expressly includes the duty to observe and to inform the doctoral candidate of any applicable copyright provisions relating to texts, data, or research findings.

8. Review and Amendments

All persons involved shall review the supervision agreement and its appendices on an annual basis, and if necessary, make appropriate amendments.

If an extension beyond the standard period of study is required to complete the dissertation project, a new supervision agreement may be submitted to the Directors of GraCE for approval.

All persons involved consent to the release of general information about the dissertation project for the purposes of statistical surveys and evaluations by GraCE and the CCE.

If the doctoral studies are interrupted, all persons involved are required to submit the reasons in writing to the Directors of the GraCE Board.

9. Gender Equality and Work-Life Balance

Gender equality and diversity in science and the reconciliation of academic pursuits with family responsibilities are core objectives of GraCE, CCE, and the hosting universities. Where necessary, specific support measures for the doctoral candidate shall be agreed upon.

10. Open Science

The supervisor and the doctoral candidate shall discuss and, where appropriate, agree on the implementation of Open Science practices in the doctoral project (e.g., open access publishing, research data management, and sharing of research outputs).

The doctoral candidate is encouraged to make use of relevant training opportunities offered by the GraCE, or respective institutions graduate academies, libraries, or media centers.



11. Use of AI Tools and Research Integrity

The supervisor and the doctoral candidate shall discuss the responsible and transparent use of AI tools in the research process.

The doctoral candidate is encouraged to adhere to the principles of academic integrity and to make use of relevant training opportunities on the critical and responsible use of AI offered by GraCE or the respective institutions.

12. Additional Information / Remarks

Date and Signatures

By signing below, all parties confirm that they have read, understood, and agreed to the terms of this supervision agreement and its appendices.

Party	Name	Signature	Date
Doctoral Candidate			
Supervisor			
Co-supervisor			
Person of Trust			
Optional Member			
Director of the GraCE Node			