

Statement of supervision for doctoral candidates, Faculty of Health

(Dr. phil.)

Professors, holders of postdoctoral lecturing qualifications and junior professors have the right to confer doctorates. The mentor of a doctoral candidate may nominate a junior faculty member with a doctoral degree as a co-mentor. Supervision of a doctoral project is marked by a mutual relationship of special support, consideration and trusting cooperation. Mentor and doctoral candidate undertake to adhere to the rules of good scientific practice (http://www.uni-wh.de/fileadmin/media/u/forschung/Gute_Wissenschaftliche_Praxis_UWH.pdf).

One copy of this statement must be submitted to the office for doctoral procedures for registration with the chairperson of the doctoral committee. The candidate receives one copy and the respective mentor another.

Working title of thesis:

Title to be awarded:

... Dr. phil.

1. General information (candidate)

Surname, first name: _____

Address: _____

Home address: _____

Phone: _____

Mobile phone: _____

Email: _____

2. Mentor

Surname, first name: _____

Department/institute/clinic: _____

3. Co-mentors

Surname, first name: _____

Department/institute/clinic: _____

Surname, first name: _____

Department/institute/clinic: _____

Exposé

Introduction

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Working hypothesis

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Material and methods

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Expected results

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Literature

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Time schedule

Date	Milestone

In the preparation of a monograph, an objective apart from completion of the doctoral project is the publication of results in appropriate form in a journal with quality assurance procedures.

The signatories of this statement mutually recognize the following rights and obligations:

1. The mentors undertake to support the progress of the doctoral project according to the rules of good scientific practice.
 - a. Premises must be made available to the doctoral candidate for work that can only be performed at a research institution, as far as available on the premises of the institution in question. The candidate has no right to demand a specific locality.
 - b. Depending on available resources, the candidate must be given access to technical equipment and localities required for data collection.
 - c. Mentors undertake to instruct candidates in work stages such as literature search, data collection, assessment and writing, and provide support within the institution's frame of possibilities. In case of doubt methodological support may be requested from external experts.
 - d. Mentors undertake to ensure that primary data of the doctoral study (laboratory records, case report forms) is stored on stable and secure carriers for ten years as a basis for publications.

Doctoral candidates are entitled to continuous expert supervision. They are entitled to hand back the chosen topic if mentors do not properly fulfil their support tasks. The Faculty ombudsperson for doctoral procedures may be consulted in case of a dispute.

2. The candidate undertakes to perform the duties involved in writing the doctoral thesis conscientiously and keep records of all stages.
 - a. The candidate must document progress in an appropriate manner upon request, but at least every six months without request.
 - b. The candidate must hand over the data and results on an electronic medium to the mentors. These data and results are the property of the supervising institution and are kept for 10 years where this is consistent with the ethical and data protection requirements applying to the respective study.
 - c. If agreements, e.g. on time schedule, cannot be met the candidate is obliged to announce this fact without delay and substantiate it upon request.
 - d. The candidate acknowledges that he/she has been informed of his/her rights and responsibilities with regard to confidentiality, has understood them and will comply with them.
 - e. A doctoral candidate whose advanced studies do not include an obligatory statistics seminar must attend a statistics seminar offered at UW/H if the thesis requires statistical analysis.

Mentors reserve the right to revoke a doctoral project if a candidate's work progress is unsatisfactory, specifically if his or her work performance is insufficient and thereby hampers a research project closely connected to the doctoral project. In particular, unsatisfactory progress must be assumed if despite repeated requests the candidate is unable to document the start or progress of his or her work in appropriate form within six months.

The right to revoke a doctoral project also applies if the relationship of trust between mentor and candidate is seriously disrupted. Such is the case in particular if a candidate violates generally accepted academic principles or the confidentiality agreement through wilful intent or gross negligence.

If revocation of the doctoral project is envisaged, the candidate must be informed in writing and must be given the opportunity to discuss the problem and correct his or her course of action. If a candidate does not comment on the issue, or if this approach is not successful even after a second reminder, then the doctoral project will be revoked.

In this case the candidate is obliged to return any work material, in particular data etc. without delay; a work place provided at a research institution must be vacated immediately.

The doctoral candidate is aware that in case of revocation the mentor reserves the right to assign the doctoral project to another candidate, and that the original candidate cannot claim a breach of his or her own rights in this matter.

The candidate and the mentor both confirm with their signatures that they have not obtained the services of a commercial agency or consultancy for doctoral studies and will not do so in the course of the doctoral project.

Witten, _____

Mentor _____

Doctoral candidate _____

Co-mentor _____