# Doctoral Candidate

(Name Applicant)

# Supervision Committee

(Names of supervisors: Faculty members entitled to award doctorates, and postdoctoral researcher)

# The consultation meeting took place on      .

# The consultation included the following:

## (A)  Working Title of Dissertation:

## (B)  Subject according § 9 (1) of the Doctoral Regulations from 10.09.2024:

[ ]   Art

[ ]   Music

[ ]   Pedagogy

[ ]   Social Sciences

[ ]   Psychology

[ ]   Curative Education and Rehabilitation Studies

[ ]   Media Science: Media Psychology / Media Pedagogy

## (C)  Examination of Relevance of Previous Academic Achievements:

Fort he intended dissertation subject the graduate degree is

[ ]   relevant
[ ]   not relevant.

## (D)  Time Schedule and Working Plan (provided to each party)

## (E)  Consultation Regarding the Different Forms of Thesis (Monograph, Monograph With Partial Publication, Publication-Based Dissertation)

## (F)  Good Scientific Practice: Compliance with the *Guidelines Good Scientific Practice* of the University of Cologne as of 25 January 2022,and attendance to a qualification seminar on the principles of good scientific practice an scientific integrity (1st year of doctorate).

## (G)  Agreements on regular exchange: Discussion on the status of the doctoral project (at least once a year) to be recorded

## (H)  Information on the doctoral process for supervisors and doctoral candidates:

# a) Time and work schedule

The doctoral project is designed in such a way that the doctorate can probably be successfully completed within the agreed time and work schedule. This period includes the submission of the dissertation and the oral examination. Changes to the time and work plan must be agreed between the doctoral candidate and the supervisor.

# b) Tasks, duties and rights of doctoral candidates

Doctoral candidates shall endeavor to successfully complete their doctorate within the period specified in the time and work schedule.

In the first year of their doctorate, doctoral candidates attend a qualification course on the principles of Good Scientific Practice and Scientific Integrity

Doctoral candidates must meet with their supervisory committee at least once a year to discuss the progress and current status of their work as well as partial results in terms of content. This discussion must be recorded. The doctoral candidates have the right to ask the supervisors for additional consultation appointments beyond the scheduled annual reporting date.

# c) Tasks, duties and rights of supervisors

The supervisors regularly advise the doctoral candidates on the preparation of the dissertation. They endeavor to support the doctoral candidate's early academic independence.

The supervisors review the progress of the work by receiving and commenting on reports from the doctoral candidates at least once a year on the progress and current status of the work as well as on possible partial results.

The supervisors also have the right to gain insight into the status and progress of the doctoral candidate's work beyond the scheduled annual reporting date.

# d) Membership of the Graduate School

Individual personal supervision is supplemented by the supervision and support offered by the Graduate School of the Faculty of Human Sciences.

Doctoral candidates are members of the Graduate School and can participate in the Graduate School's advertised qualification or advisory services or apply for financial support from the Graduate School, provided they meet the requirements specified in the calls for applications. The respective conditions of the calls for application apply.

# e) Good scientific practice

<https://portal.uni-koeln.de/en/research/scientific-integrity/safeguarding-good-scientific-practice>

# f) Compatibility of academic qualification with family, disability and / or chronic illness

The reconciliaton of family and scientific work as well as the scientific work of people with disabilities or permanent physical or mental impairment are particularly supported. For possibilities of compensation for disadvantages, see § 8 of the Doctoral Regulations.

# g) Regulation in cases of conflict

Doctoral candidates and supervisors are required to address and amicably resolve factual or personal conflicts. If this is not possible, the parties should first contact the Executive Board of the Graduate School, which will mediate neutrally between the parties, if necessary by involving the Faculty's person of trust for conflicts between doctoral candidates and supervisors.

If no agreement can be achieved in this way, the Dean of the Faculty of Human Sciences shall decide.

## Additional

On the basis of this consultation, we declare our willingness to supervise the above-mentioned dissertation.

Cologne, 17.10.2024

(Applicant’s Signature)

(Supervisors’ Signatures)