

DOCTORAL AGREEMENT

FACULTY OF HUMANITIES AND SOCIAL SCIENCES GRADUATE SCHOOL OF HUMANITIES AND SOCIAL SCIENCES

Doctoral Candidate:

Name

Matriculation Number

First Supervisor:

Second Supervisor:

Third Supervisor:

PhD Subject / Field of PhD Study:

Working Title / Dissertation Project:

Start Date:

Envisaged Submission Date:

Category of doctorate (see funding plan for details):

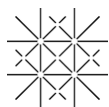
- ☐ Doctorate with an employment contract at the University of Basel
- ☐ Structural position (research associate with a Master¹)
 - ☐ Non-structural position (project assistant¹)
- ☐ Doctorate without an employment contract at the University of Basel

General conditions:

Form (provisional)	<input type="checkbox"/> Monograph <input type="checkbox"/> Cumulative
Language(s) (provisional)	_____
Type of doctorate	<input type="checkbox"/> individual doctorate (12 ECTS) <input type="checkbox"/> doctoral program (18 ECTS): _____ <input type="checkbox"/> Cotutelle de thèse (The doctoral candidate must apply for a cotutelle contract within 12 months)

Total number of credit points to be obtained, including additional requirements: _____ ECTS

¹ according to the "Ordnung für das Wissenschaftliche Personal an der Universität Basel (OWP)"



The doctoral study regulations of the Faculty of Humanities and Social Sciences (2 March 2017) apply.

The doctoral candidate must submit the doctoral agreement at the Office of the Dean of Research of the Faculty (doktorat-philhist@unibas.ch). The points highlighted in grey must be indicated six months after registration. The remaining information must be entered after twelve months at the latest. The cover page sets out the general framework of the doctorate in question. In the event of changes concerning the details specified on the cover page of the doctoral agreement, a copy of the updated agreement must be submitted to the Doctoral Board (Promotionsausschuss).

Upon mutual consent, this doctoral agreement may be dissolved at any time up until the doctoral candidate's formal application for his or her doctoral examination.

In cases of conflict and should a doctoral candidate either not completely satisfy the stipulated requirements or not adequately satisfy such requirements in accordance with his or her individual plan of study and the recorded supervisory meetings, both parties may request the Doctoral Board (Promotionsausschuss) to help resolve the matter. The Doctoral Board of the Faculty shall endeavor to find a mutually satisfactory solution. Should either party fail to observe essential aspects of the signed doctoral agreement, then that party will be granted a period of six months to rectify or improve its conduct. Should no improvement occur during the stipulated period or should no mutually satisfactory solution be found, then both parties shall have the possibility to dissolve the doctoral agreement. The dissolution of the doctoral agreement is decreed by the Faculty of Humanities and Social Sciences.

By signing this agreement, the doctoral candidate also gives permission for this dissertation project to be included in the bibliography of the authorized repository of the University of Basel (edoc) as well as on the University's website. The following information will be searchable on the Internet: author's name, working title, department, institute, supervisors, abstract.

Date, signature of the first supervisor

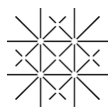
Date, signature of the doctoral candidate

Admission to Doctoral Examination

Upon the successful fulfillment of all necessary requirements, in accordance with § 14 of the Doctoral Study Regulations of the Faculty of Humanities and Social Sciences, Mr. / Ms. _____ is hereby formally admitted to his or her doctoral examination.

Place, Date

Signature of the Dean of Research



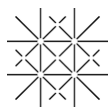
1. Funding Plan

The conditions of employment are regulated in § 23 of the „Ordnung für das wissenschaftliche Personal an der Universität Basel (OWP)“.

Doctorate with a structural position (research associate with a Master¹)	The position of a research associate with a Master's degree or equivalent with the aim of obtaining a doctorate is limited to one year with the possibility of a three-year extension.
Doctorate with a non-structural position (for example project assistant¹)	The position of a project assistant is limited in time according to the respective duration of the third-party funded project and can only be extended within this framework; details are described below (third-party funding).
Doctorate without an employment contract at the University of Basel	The doctoral candidate is not employed at the University of Basel and therefore responsible to secure his/her own funding of the doctorate.

The first supervisor and the doctoral candidate agree on the following responsibilities and planning of the financial resources:

¹ according to the “Ordnung für das Wissenschaftliche Personal an der Universität Basel (OWP)”



If the extension of the contract is viewed critically by the first supervisor and/or the person responsible for the position, a meeting in the extended circle (usually the whole doctoral committee), where minutes are taken, is mandatory. Non-extension of an employment contract must be justified in writing by the doctoral committee and submitted to the Faculty's Doctoral Board, with a copy to the doctoral candidate, at least two months before the end of the contract (three months are recommended).

In any case, according to the employment contract, the employment of the doctoral candidate ends automatically at the latest six months after completion of the doctorate – except in the event of illness and/or parental leave.

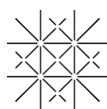
Date, signature of the first supervisor

Date, signature of the doctoral candidate

An information sheet about all the advisory services available at the University of Basel can be found [here](#). The document also includes information on maternity/paternity regulations, compulsory Swiss military, civil defense and fire services, and any deputy regulations that may result from these.

The doctoral candidate hereby confirms that he/she has taken note of the information sheet:

Date, signature of the doctoral candidate



2. Admission: Additional Requirements

If the admission to doctoral studies is conditioned upon the fulfillment of certain additional requirements, these must be listed in detail below and their fulfillment confirmed.

According to the letter of admission, the additional requirements of ____ ECTS must be fulfilled by _____ at the latest.

Requirement	ECTS	Date	Signature first supervisor

Date, signature of the first supervisor

Date, signature of the doctoral candidate

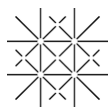
Individual Plan of Study

Number of credit points (ECTS) to be acquired: ____

Credited activity/coursework (type and title of activity/coursework; provider, if applicable)	ECTS	Subject-specific & methodological competencies (SM) & Transferable Skills (T)	Date	Signature first supervisor

Date, signature of the first supervisor

Date, signature of the doctoral candidate



3. Status Review Meeting (including agreement on objectives)

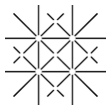
The status review meeting, which is to take place at least once a year, is documented below. The first meeting is to be held within six months after the beginning of the doctorate. The following topics are to be addressed and also documented here in addition to the resulting objectives:

- **Working conditions (only if employed at the University of Basel)**
- **Scientific qualification work and research activities**
- **Professional perspectives and career opportunities**

Additional supervisory meetings are recorded in the table „Overview: Supervisory Meetings“.

Date: _____ Meeting _____

Signatures first supervisor and doctoral candidate:



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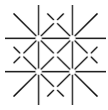
Faculty of Humanities
and Social Sciences



Date:

___. Meeting

Signatures first supervisor and doctoral candidate:



University
of Basel

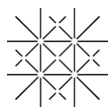
Faculty of Humanities
and Social Sciences



Date:

____. Meeting

Signatures first supervisor and doctoral candidate:



**University
of Basel**

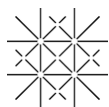
Faculty of Humanities
and Social Sciences



Date:

___. Meeting

Signatures first supervisor and doctoral candidate:



University
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Faculty of Humanities
and Social Sciences



Overview: Supervisory Meetings

Name: _____

Matriculation Number: _____

	Type of meeting (e.g., first meeting, update meeting, etc.)	Date	Candidate's signature	Supervisor's signature
1				
2				
3				
4				
5				
6				
7				
8				