



Supervision Agreement

The supervision agreement shall ensure the continuous support and counseling of the doctoral student as well as the demands of supervisors and doctoral student in mutual agreement. No enforceable legal positions result from the supervision agreement. The original version of the supervision agreement has to be handed in at the office for doctoral studies. This can also be done digitally.

The supervision agreement is concluded between

Ms/Mrs/Mr _____ [doctoral candidate]

and

Ms/Mrs/Mr _____ [first supervisor]

as well as

Ms/Mrs/Mr _____ [second supervisor]

(for personal details of the persons involved see annex 1)

The supervisors do not have to examine the dissertation.

A change in the constellation of supervisors is possible at any time. This change, however, requires an alteration to the supervision agreement.



1 Subject and Time Period of the Dissertation

The dissertation shall be written in the following subject/research area or doctoral studies program

_____.

as cumulative / monograph / will still be set (cross out where not applicable)

written.

The following academic degree is sought: _____

Topic and title of the dissertation:

Faculty of Management,
Economics and Social
Sciences

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Part of this agreement is a time and work schedule, see annex 2.

Changes to this time and work schedule require the mutual agreement of the supervisors and the doctoral student.

The doctoral research project will probably take _____ years.

2 Tasks and Duties of the Supervisors and the Doctoral Student

The supervisors undertake to regularly provide the doctoral student with advice in their field and to support his or her early scientific independence. They develop the doctoral project in a way that it can be completed within the agreed time period and assist with the compliance of the time schedule.

The supervisors commit themselves to have a detailed discussion (usually every 6 months, at least every 12 months) with the doctoral student about the progress of the dissertation and the compliance of the time schedule (progress discussion). In this context, they provide a differentiated, qualified and adequately detailed feedback on the state of work and discuss how to proceed.

The doctoral student undertakes to regularly inform the supervisors about the state of the doctoral research project, the compliance with the time schedule as well as the participation in scientific events and offers for qualifications in the field and beyond.

Within the progress discussions, the doctoral student shall present partial results of the dissertation to the supervisors (normally every 6 months, but at least every 12 months). The supervisor then takes note of a summary of the progress discussion, in which further steps for the doctoral research project are written down, too.



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3 Financing and Duration

The supervisors and the doctoral student agree at the beginning of the dissertation project on whether and how the livelihood of the doctoral student is assured during the doctoral studies, for example by the employment as a research associate, doctoral scholarships, non-university employment or other sources of funding.

4 Special Measures to Combine Family and Scientific Work

Combining family life and scientific work is highly supported. Special measures can be adopted if necessary, and possibly attached to the supervision agreement in the annex.

5 Compliance with the Principles of Good Scientific Practice

The doctoral student and the supervisors undertake to comply with the principles of good scientific practice, as they are formulated in the corresponding regulations of the University of Cologne in their respective valid version.

6 Rules in Cases of Conflict

In case of factual or personal disagreements that affect a trusting, constructive and purposeful cooperation sustainably, a (or the) person(s) involved can call the doctoral committee of the Faculty of Economics and Social Sciences.

The supervision agreement may be terminated by the parties unilaterally and upon written notice, but only for good cause, such as a serious breach of the said obligations. If the agreement is terminated upon written notice by either the doctoral student or one of the supervisors, the responsible office in the faculty must be informed immediately. In the case of conflict, both sides seek to find consensual and practical solutions.

With the completion of the disputation the supervision agreement ends.

7 Information about the Doctoral Regulations

It is confirmed that the doctoral candidate is enrolled at the WiSo Faculty of the UzK.

The signatories take notice of the current doctoral regulations of the faculty in the version of the year 2022.

The doctoral procedure is conclusively regulated by these doctoral regulations or by the doctoral regulations _____.

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Signatures

_____ [place, date]

_____ [doctoral student]

_____ [first supervisor]

_____ [second supervisor]

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Annex 1: Personal Details of the Persons Involved

Doctoral Student

title: _____ last name: _____ first name: _____

sex (optional): _____ born (date): _____

nationality (optional): _____

contact address: _____

telephone number: _____

e-mail: _____

street and number: _____

zip code: _____

place: _____

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First Supervisor

title: _____ first name: _____ last name: _____

chair/institution: _____

telephone number: _____

e-mail: _____

Second Supervisor

title: _____ first name: _____ last name: _____

chair/institution: _____

For External Address _____

telephone number: _____

e-mail: _____



