

KSETA Supervision Agreement

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| Doctoral Student: | |
| Supervisor: | |
| Second Supervisor: | |
| Mentor: | |
| Other Supervisors: (postdoctoral/tenured scientist, ...) | |

Doctoral Research Project

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|-----------------------------|--|--------------------------------|--|
| Preliminary title: | | | |
| Start date (month/year): | | Expected end: (month/year): | |

- (1) The doctoral research project is performed within the doctoral programme of KSETA.
- (2) The doctoral research project is expected to last three years. It may be extended on valid grounds (for example family commitments).

Tasks and Obligations of the Supervisors

- (1) The supervisors shall define the topic and goals of the research project such that the doctoral degree can be acquired within three years. Supervisor and doctoral researcher formulate a work plan and time schedule in mutual agreement, which is part of this agreement.
- (2) The supervisors shall provide the doctoral researcher with expert advice and conduct meetings on a regular basis to monitor the progress of the research project. The supervisors shall support the independent research of the doctoral researcher.
- (3) The supervisors shall support the attendance of conferences, workshops and the doctoral programme offered by KSETA.
- (4) The supervisors are obliged to sustain their supervision of the doctoral researcher until completion of the doctoral studies, irrespective of the duration of financial support.

Tasks and Obligations of the Doctoral Researcher

- (1) The doctoral researcher shall report in writing on a regular basis on the evolving results of the doctoral research project as laid out in the work plan.
- (2) The doctoral researcher shall provide regular presentations on the current state of his/her research within the framework of the working group and shall receive feedback about progress and improvements to the doctoral research project.
- (3) The doctoral researcher shall present his/her research results at preferably international conferences or workshops and publish them in scientific journals.
- (4) The doctoral researcher shall participate in the qualification measures of the doctoral programme offered by KSETA. A minimum of six courses in three years is expected.

Compliance with the Principles of Good Practice in Research

The doctoral researcher and the supervisors are obliged to comply with the principles of good practice in research (see <http://www.kit.edu/kit/2985.php>).

Mediation in Case of Conflicts

- (1) In case of a conflict between the doctoral researcher and the supervisors, the parties concerned should initially contact the mentor to find a solution. The next mediation level would involve the Executive Board.
- (2) If the supervision relationship is terminated, the Graduate School shall make an effort to find a suitable alternative supervisor. If the doctoral research project is terminated prematurely, written explanatory statements by the doctoral researcher and the supervisors shall be forwarded to the KSETA Executive Board.
- (3) In case of any other conflict, the parties should initially contact the responsible person(s) within the doctoral programme, i.e. the mentor or members of the KSETA Executive Board. Optionally the Karlsruhe House of Young Scientists (KHYS) is available to help resolve conflicts.

Work-Family Balance

Particular support will be provided by KSETA for the establishment and maintenance of a positive work-family balance. The necessary funding will be arranged as needed.

Place and date:

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Doctoral Researcher

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Supervisor

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Spokesperson or Manager of the doctoral programme