

Instructions for the Supervision Agreement for Doctoral Projects

In accordance with the Rhineland-Palatinate Higher Education Act, a supervision agreement is obligatory and serves as an exchange between doctoral candidates and supervisors for the development and formulation of joint agreements on the organization of work. **It documents the mutual tasks and expectations** of the participating parties at the beginning and throughout the doctoral process and makes the cooperation transparent. It can be updated throughout the course of the doctoral process if all participating parties agree.

The present model of a supervision agreement for doctoral projects at Trier University is based on the recommendations of the DFG, the HRK and the German Council of Science and Humanities (Wissenschaftsrat, WR) and is aligned with the *Guidelines for Safeguarding Good Scientific Practice and on the Rules of Procedure for Dealing with Scientific Misconduct* (October 2001) as well as with the *Statutes on Quality Assurance in Doctoral and Habilitation Studies at Trier University* (8 July 2022).

The supervision agreement consists of the following elements:

- A) Participating Parties
- B) Doctoral Project
- C) Agreement on the Supervision of the Doctoral Project
- D) Accompanying further Training and Qualification
- E) Compliance with the *Guidelines for Safeguarding Good Scientific Practice*
- F) Options in Case of Conflict, Assessment Periods and Dissolution of the Supervision Agreement
- G) Additional Agreements (e.g. binational supervision, etc.)
- H) Attachments

Areas A), B), E) and F) refer to basic requirements of the doctoral project. Under item A), choosing at least one additional participating party is recommended. Elements C), D), G) and H) deal with framework conditions of the doctoral project, but are not a fundamental part of the doctoral work. The sample document contains **obligatory and optional agreements**, so that the degree of detail can be individually determined by the doctoral candidate and supervisor(s). **Elements A), B), E), F) and H) are obligatory**, as well as **the elements highlighted in light grey in sections C) and D)**. It is strongly recommended that you formulate the supervision agreement together with your supervisor(s) taking into account the attached documents relevant to the framework conditions (e.g., employment contract).

The **doctoral procedure at Trier University is carried out in accordance with the subject-specific doctoral regulations**. The regulations and agreements of the supervision agreement may not contradict these doctoral regulations, an employment relationship underlying the doctorate or a scholarship. The supervision agreement does not replace any action to be taken according to the doctoral regulations, such as the application for admission to the doctoral program.

The supervision agreement **serves primarily to ensure the quality of the doctoral procedure in terms of content and time**. It does not constitute a legal document, so it is not legally binding. It does not establish any rights or obligations that do not already exist on a legal basis.