

DOCTORAL AGREEMENT

Doctoral candidate:
Name, matriculation number

First supervisor:

Second supervisor:

External expert and function:
must be appointed before the doctoral examination takes place

Doctoral subject:

Starting date of doctorate:

Envisaged submission date of the doctoral thesis:

Category of doctorate (see funding plan for details):

- Doctorate with an employment contract at the University of Basel**
- Structural position (assistant position with a master's degree¹)
 - Non-structural position (project assistant^{Fehler! Textmarke nicht definiert.})
- Doctorate without an employment contract at the University of Basel**
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General conditions:

Form (provisional)	<input type="checkbox"/> Monograph <input type="checkbox"/> Cumulative
Language (provisional)	_____
Institutional affiliation (department/faculty (in case there are no departments) or location of workspace)	_____
Type of doctorate	<input type="checkbox"/> Individual <input type="checkbox"/> Doctoral program: _____ <input type="checkbox"/> Graduate School: _____ <input type="checkbox"/> Cotutelle de thèse (Application is to be submitted ten months after starting the doctorate at the latest)

¹ according to the "Regulation for academic personnel at the University of Basel": https://www.unibas.ch/dam/jcr:af171861-00bb-4129-894b-09795a1dead9/OWP_EN.pdf

Appendices:

Mandatory	If available
<input type="checkbox"/> Job description (depending on the kind of employment)	<input type="checkbox"/> Copy of the employment contract
<input type="checkbox"/> Letter of admission including additional requirements and individual plan of study	<input type="checkbox"/> Copy of the cotutelle contract
	<input type="checkbox"/> Cooperation agreement or the like

The points highlighted in grey must be filled in six months after starting the doctorate and the documents filed in accordance with current faculty practice. The remaining information must be entered after twelve months at the latest. The respective doctoral study regulations apply.

The doctoral agreement can be terminated at any time at the request of the doctoral candidate. If the doctoral candidate is employed at the University of Basel, terminating the doctoral agreement results in the termination of the employment contract.

If the agreement is not adhered to by one of the two parties in essential points or if conflicts arise, both parties may, in accordance with the provisions of the respective doctoral study regulations and the process "Employment and Supervision of Doctoral Candidates at the University of Basel"² dated January 1, 2022, request mediation.

(Optional: With their signature, the doctoral candidate 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 and that the following information is searchable online: name, working title, department, faculty, supervisors, abstract.)

Working title or general topic of the doctoral thesis:

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 § XX of the doctoral study regulations of the Faculty of XX, Mr./Ms./ _____ is hereby admitted to their doctoral examination.

Place, date

Signature of the Dean of Research (or Dean of Studies)

² https://www.unibas.ch/dam/jcr:f40c5051-1996-4745-8a32-68d3ea8274a1/Process_Employment_and_Supervision_Docs.pdf

1. Funding Plan

The following funding rules apply to doctoral candidates (more details can be found in §23 of the “Regulation for academic personnel at the University of Basel” and in the process “Employment and Supervision of Doctoral Candidates at the University of Basel”):

Doctorate with a structural position (assistant position with a master’s degree¹)	An assistant position 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 (project assistant¹)	The position of a project assistant is limited to the duration of the third-party funded project and can only be extended within this framework; details are to be provided below.
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 their own funding of the doctorate.

The maximum period of employment is four years. If it is essential for academic training, and particularly in the case of family responsibilities, the employment contract may be extended by a maximum of one further year in justified cases.

If the extension of the contract is viewed critically by the first supervisor and/or the person responsible for the position, the status review meeting must be held with the doctoral committee (if it has not yet been formed, with the chair of the doctoral board or a person delegated by the board).

The non-renewal of the contract of an assistant with a structural position must be justified in writing by the doctoral committee and be submitted to the doctoral board. It is recommended to inform the doctoral candidate about the non-renewal of the contract in written form at least three months before the contract ends. Written information at least two months before the end of the contract is mandatory in the case of structural as well as non-structural positions. If the doctoral candidate is not informed about the non-renewal of the contract at least two months before its end, the organizational unit may, at the request of the doctoral candidate, extend the expiring contract once for a maximum of two months at the expense of the professorship. In any case, according to the employment contract, the employment of the doctoral candidate ends automatically six months after completion of the doctorate at the latest – except in the case of illness and/or parental leave.

In addition to the doctoral agreement, the doctoral candidate receives an information sheet about all the advisory services available at the University of Basel. The document also includes information on maternity/paternity regulations, compulsory Swiss military, civil defense and fire services as well as any deputizing arrangements that may result from these. The doctoral candidate hereby confirms that he/she has received the information sheet:

Date, signature of the doctoral candidate

¹ according to the “Regulation for academic personnel at the University of Basel”

NN Faculty

The first supervisor and the doctoral candidate agree on the following funding plan (incl. responsibilities) for the doctoral project (to be updated regularly):

Date, signature of the first supervisor

Date, signature of the doctoral candidate

2. Publications

At the beginning of the doctorate, the first supervisor and the doctoral candidate agree on the following publication activities, which are required for admission to the doctoral examination:

The list below presents an overview of the doctoral candidate's planned and already published publications and can be updated regularly during the doctoral phase.

Date, signature of the first supervisor

Date, signature of the doctoral candidate

4. Status Review Meeting (including agreed objectives)

The annual status review meeting 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 in the meeting and, in addition to the resulting objectives, documented below:

- **Working conditions (only if employed at the University of Basel)**
- **Academic qualification work and research activities**
- **Career prospects and career opportunities**
- **Any changes to the agreements made above**

Date:

___ Meeting

Signatures of the first supervisor and the doctoral candidate: