Supervision Agreement
for doctoral programs at the
Technische Universität München
Graduate center Munich School of Engineering

Degree-awarding institution: Munich School of Engineering

This agreement reflects the current planning horizon; it may and should be continuously updated in terms of the development of the aims and objectives as well as the individual qualification elements and milestones of the doctoral project, as agreed between the supervisor and the doctoral candidate.

Mrs./Ms./Mr. __________________ , __________________ [Doctoral candidate]
and
Mrs./Ms./Mr. __________________ , __________________ [Supervisor]
and
Mrs./Ms./Mr. __________________ , __________________ [Mentor]

if applicable
Mrs./Ms./Mr. __________________ , __________________ [Co-Supervisor]
from ________________________________ [Name of University]

enter into the following agreement.

1. Content and Abstract of the Doctoral Project

The doctoral candidate is writing a dissertation on the following topic:

☐ An abstract dated__________________ (date) is attached as enclosure.
☐ An abstract has not yet been completed at the time of the candidate's entry in the doctoral candidacy list, but will be submitted within six months, i.e. no later than _______________ (date).

For details on abstracts, see Leitfaden zur Promotion.
2. **Schedule**

2.1 Start date of the doctoral project: ____________________________

2.2 Expected finish date of the doctoral project: ____________________________

2.3 The doctoral project is based on the enclosed abstract and the following structure:

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<tr>
<th>Individual operation</th>
<th>Time period</th>
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2.4 The doctoral candidate undertakes to provide the supervisor with precise information on the status of his or her doctoral project. The supervisor is obligated to devote the time necessary to discuss the project and to promote the quality of the doctoral project through advising and discussion. **Detailed discussions** on the development of the doctoral project will be held every ______ months and their outcome recorded in writing.

2.5 In accordance with § 15 (7) of the TUM Graduate School Statute, a feedback discussion on the continuance of the doctoral project will be held no later than two years after entry into force of this agreement.
3. Working Conditions

The doctoral project will be done:

☐ within a research project / funded project ________________________________
☐ as an independent individual research project, if necessary in connection with the
following research group ________________________________________________
☐ within the doctorate program __________________________________________

In the _____________________________________________________________________

the doctoral candidate will be granted suitable working conditions with the following features:

☐ workplace with computer and phone
☐ access to laboratories
☐ necessary laboratory and consumables

by the

☐ supervisor
☐ co-supervisor

The doctoral candidate was made aware of potentially restrictive conditions.

The following conditions were imposed (if applicable):

________________________________________________________________________
4. Elements of the Doctoral Project

Upon application for entry in the doctoral candidacy list, the doctoral candidate will be a temporary member of TUM-GS. To pursue a doctoral program, candidates must be a member of TUM-GS for at least two years and participate in the TUM-GS qualification program, as set out in § 8 of the Regulations for the Award of Doctoral Degrees.

4.1. In the event that the Munich School of Engineering, in accordance with §§ 3 to 5 of the doctoral regulations of the Technical University of Munich, has imposed conditions upon the doctoral candidate, the doctoral candidate as a provisional member of the TUM GS, is committed to a fulfillment of these conditions.

The following conditions were imposed (if applicable):

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<th>Event</th>
<th>Type</th>
<th>Duration</th>
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4.2. This supervision agreement specifies the doctoral candidate’s intended individual qualification program. It may be amended at any time as long as it is consistent with the scope and content of the qualification program required by the graduate center. TUM-GS provides the necessary funds as set out in § 16 of the statute (see Leitfaden zur Promotion).

4.3. The following mandatory qualification requirements have been agreed upon:

   a. participation in a kick-off seminar at the TUM Graduate School within the first half of the year.

   b. subject-specific courses (seminars, special lectures, summer/winter school, etc. offered by the school, college or graduate center) corresponding to at least six weekly hours per semester (spread over the entire duration of the doctoral project). The following events are planned:

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<th>Event</th>
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c. involvement in the academic community of the TUM to be demonstrated through
   □ attendance at the TUM or one of the following partner institutions¹:
   ________________________________________________________________ and/or
   □ teaching at the TUM (e.g., lectures, practical courses, supervising of practical courses
   and theses), or
   □ participation in the following research group TUM:
   ________________________________________________________________

   If this requirement is fulfilled through teaching or participation in a research group, the fol-
   lowing specific activities are planned:

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<th>Activities</th>
<th>Duration /Frequency</th>
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   d. Discussion of research results within the international expert community.

   (As a rule, submission of at least one publication to a refereed journal or in the proceed-
   ings of an international conference with peer review. Alternatively, specify comparable
   achievements acknowledged by the graduate center).

   Planned activities: ________________________________________________________________

4.4. In addition, the candidate is planning to participate in the following elective qualification
   elements.

   a. Extra-disciplinary seminars offered by the TUM Graduate School or other TUM continu-
      ing education programs. TUM-GS recommends and funds at least three courses. Planned
      seminars:

   ____________________________________________

¹ Partner institutions are public academic research institutions acknowledged by the Graduate Center.
## Event Coordinator Duration

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<th>Coordinator</th>
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b. **International orientation** of the doctoral project (e.g. stay abroad, participation at conferences or involvement of international scholars). TUM-GS recommends extended international research stays abroad and provides funding (see *Leitfaden zur Promotion*).

c.

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<th>Activity</th>
<th>Host Institution</th>
<th>Country</th>
<th>Duration (in days)</th>
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5. **Resources**

The supervisor and the doctoral candidate have agreed on the resources (e.g., laboratory access, measuring and calculating equipment and/or materials) necessary to conduct the planned research. The candidate has been informed of any possible restrictions regarding the above, such as (where applicable):

6. **Measures to Balance Family and Academic Career**

The following has been agreed upon (if applicable):

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7. Good Scientific Practice
The parties to this agreement undertake to comply with the rules of good scientific practice as defined in the TUM Code of Conduct (see www.tum.de). The candidates are aware that according to § 6 (7) of the TUM Regulations for the Award of Doctoral Degrees scholarly work already submitted for examination purposes may not be re-submitted as part of the doctoral project.

8. Amendment for cooperative promotions within the scope of TUM Applied Technology Forums
A regular exchange between supervisor and co-supervisor should be sought.

9. Conflict Regulations
In cases of conflict arising from non-compliance with the above obligations the parties will promptly enter into discussion to ensure compliance. Where this is not possible, each party may address its concerns to the dean, the head or the board of arbitration of the TUM Graduate School or the ombudspersons of the TUM.

10. Severability
Should individual terms and conditions of this agreement be invalid, in part or as a whole, this shall not affect the validity of the entire agreement.

________________, _______________  __________________, _______________
Place       Date                        Place       Date

____________________________________
Doctoral candidate

____________________________________
Supervisor

________________, _______________  __________________, _______________
Place       Date                        Place       Date

____________________________________
Co-Supervisor

____________________________________
Mentor
Acknowledged

______________  ______________
Place            Date

______________________________
Managing Director of the Graduate Center

Copies
An original copy of the supervision agreement must be submitted when applying for entry in the doctoral candidacy list of the degree-awarding institution.
Copies should be submitted to the following persons/institutions:
1. Supervisor
2. Co-Supervisor
3. Mentor
4. Graduate Center
5. Doctoral Candidate