

Supervision Agreement

for Doctoral Candidates of the Mainz Research School of Translational Biomedicine

This supervision agreement regulates the rights and duties of the doctoral candidate and his/her supervisors with respect to training and supervision during the thesis. The supervision agreement needs to be signed by all parties to receive the TRANSMED Certificate in addition to the doctoral degree*.

This supervision agreement is between the

Name of doctoral candidate:	
Private address:	

and the members of the Thesis Advisory Committee (TAC):

First supervisor:	
Institute/clinical department:	

Second supervisor:	
Institute/clinical department:	

Mentor 1:	
Institute/clinical department:	

Mentor 2:	
Institute/clinical department:	

* Envisaged degree:

<input type="checkbox"/>	MD/PhD or PhD in Translational Biomedicine
<input type="checkbox"/>	Dr. rer. nat.
<input type="checkbox"/>	Dr. rer. physiol.
<input type="checkbox"/>	Other:.....

1. Status of the doctoral candidate

The doctoral candidate is member of the Mainz Research School of Translational Medicine (TRANSMED). As a member of TRANSMED, the doctoral candidate has exclusive access to all activities of TRANSMED.

2. General information on the doctoral thesis

Working title:

.....

The doctoral thesis will be carried out at the institution of the main supervisor unless otherwise agreed.

3. Timetable

Start (month/year):.....

Anticipated submission of the thesis (month/year):.....

It is anticipated that the doctoral project should be completed within a period of 36 months.

4. Reporting, supervision and monitoring

- a) The Thesis Advisory Committee (TAC) consists of the first supervisor, the second supervisor, and two mentors.
- b) The doctoral candidate and both supervisors commit themselves to organize and execute the program in such a manner that the submission of the thesis can occur in the time frame referred to in 3).
- c) Both mentors should own a doctoral degree. Mentors should support the doctoral candidate on a guidance basis. Mentors should not belong to the same research group than the doctoral candidate.
- d) The doctoral candidate is required to submit an annual report on the scientific progress of the project including a detailed outline of the plans for the upcoming year to the two supervisors and the TRANSMED Office of Doctoral Affairs. The submission of such a progress report is mandatory; it will be approved by the two supervisors. The doctoral candidate must include a statement of the number and type of credit points (CP) that had been accumulated in the year of the report. Instead of the written report, the doctoral candidate can present his/her project at the TRANSMED Science Day (see 4f).

- e) The doctoral candidate and the TAC agree to meet during the first year and at the end of the second and third year to discuss the progress of the candidate's work. The candidate will prepare brief minutes of these meetings. Mentors are welcome to participate in the meetings. The minutes have to be signed by the doctoral candidate and the TAC. They will become part of this supervision agreement.
- f) The doctoral candidate shall present his/her work at the annual TRANSMED Science Day in the following manner:
 - In the first and second year of the thesis: poster presentation during guided poster walks
 - In the third year of the thesis: 10-min talk to the complete audience (TRANSMED PIs and TAC)
- g) Beyond this, the doctoral candidate shall report regularly on his/her progress to the main supervisor. These informal meetings are expected to take place several times per semester.
- h) The doctoral candidate shall periodically present his/her preliminary results in internal seminars.

5. Qualification program

- a) The doctoral work comprises the thesis (150 CP), technical training and interdisciplinary education (20 CP), and the acquisition of multidisciplinary skills (10 CP).
- b) The TRANSMED qualification program is highly flexible. The doctoral candidate can choose which training courses and which transferable skills courses he/she will attend.

6. Workplace/resources

The main supervisor will provide all resources necessary for the doctoral candidate to conduct the planned research (e.g., workplace, materials).

7. Good scientific practice, conflicts and scientific misconduct

All parties agree to comply with the "Ordinance for safeguarding good scientific practice" of the Johannes Gutenberg University Mainz. In case of a conflict between the doctoral candidate and a supervisor, the other members of the TAC should mediate. Thereafter, the TRANSMED Executive Board and/or the Ombudsperson for Research Practice at JGU Mainz can be contacted. The Ombudsperson acts as an independent and strictly confidential mediator.

8. Severability clause and termination

- a) Should individual terms and conditions of the supervision agreement be invalid, in part or as a whole, this shall not affect the validity of the entire document.
- b) The supervision agreement may be terminated at any time by mutual agreement.

Mainz,.....

Signatures:

Doctoral candidate

First supervisor

Second supervisor

Mentor 1

Mentor 2

Chairman of the PhD-MD/PhD
Joint Committee (signature
required for those candidates, who
aspire to a **PhD-MD/PhD degree** in
Translational Biomedicine)

Head of the TRANSMED Office for
Doctoral Affairs