

## FAQ: THE SUPERVISION AGREEMENT AND ITS ATTACHMENTS

### **What is an exposé and how extensive does it have to be?**

The exposé is a brief summary of your dissertation project, similar to a research proposal. It should be at least half an A4 page of running text, (longer exposés are of course also accepted). Doctoral students who have already written an exposé (as part of the admission process with their faculty or in order to receive funding for their research) are free to use this for their GRADE application.

### **What should the work schedule/time plan look like?**

The work schedule or time plan should state a time frame for the completion of your dissertation. It should also outline the sequence of steps (experiments, field work, literature research, writing etc.) that you will carry out. It is understood that this time plan will only be preliminary, as the research project might be subject to changes as it progresses.

Depending on your discipline, subject area and type of research, the work schedule/time plan can take different forms, e.g. a timetable, a bullet-point type list or even a running text. You can make your work schedule/time plan a part of your exposé or hand it in as a separate document.

### **What is a Training Schedule?**

The training schedule contains a list of GRADE-workshops and/or events that you plan to attend during the next year. You can use the training programme of the current or past semesters to get an overview of our offers. We recommend all members to participate in at least seven workshops days over the course of 12 months, but that is not obligatory. If you know that you will not be able to use any GRADE services for that time period (e.g. because you are on a research trip), just make a note of that.

Note that the training schedule is not a binding registration; for that you will have to register online. If you cannot make it to a workshop on your training schedule, there is therefore no need to cancel your attendance.

### **Do you accept Supervision Agreements other than the GRADE-version, for example agreements provided by some faculties or PhD programmes?**

We decide that on a case-by-case basis, depending on the content and scope of the agreement. We want a supervision agreement to be more than a simple declaration that supervisor is agreeing to take on a particular doctoral student. It must contain a commitment to good scientific practice and to regular meetings including meeting protocols. Other important points are a (preliminary) timeframe for completing the doctoral studies as well as guidelines for good doctoral supervision and a course of action in case of conflict between doctoral student and supervisor.