



HOCHSCHULE OSNABRÜCK
UNIVERSITY OF APPLIED SCIENCES

Doctoral Agreement for cooperative dissertation projects at the Osnabrück
University of Applied Sciences

Preamble

In the context of the promotion of young professional talent, the Osnabrück University of Applied Sciences particularly advocates increasing the number of cooperative doctorates. This Agreement governs the frame of cooperation between the supervisor at the Osnabrück University of Applied Sciences and the doctoral candidate. The relationship to the cooperating university is not affected by this Agreement. On signing the Agreement, you will be included in the doctoral program at the Osnabrück University of Applied Sciences, which is available to you as a service and advisory center.

Between

Doctoral candidate (surname, first name)

and

Supervisor (title, name, faculty/institute) at the Osnabrück University of Applied Sciences

The supervisor at the Osnabrück University of Applied Sciences is the

First examiner

Second examiner

The doctorate is to be undertaken at the university _____,

(copy of the declaration of acceptance shall be submitted as evidence).

The Doctoral Agreement concluded below shall end without notice of termination being required if a missing declaration of acceptance is not presented to the Osnabrück University of Applied Sciences within 18 months of concluding this Agreement.

Current working title of the dissertation: _____

For the purpose of producing this dissertation, the following is agreed between the doctoral candidate and the supervisor at the Osnabrück University of Applied Sciences:

1. The two parties undertake to apply the principles of good scientific practice.
2. For the purpose of carrying out the doctorate, the doctoral candidate and the supervisor will draw up a workplan and timetable, structured with regard to content, on the basis of a research proposal. The workplan and timetable will be attached to this Agreement as an Annex six months after signing the Agreement at the latest. The workplan and timetable will be reviewed and adapted as required by the parties at regular intervals, at least every six months.
3. The doctoral candidate undertakes to report to the supervisor at regular intervals concerning the status of the work.
4. The supervisor undertakes to provide expert advice to the doctoral candidate and to be available for regular consultations on the matter. The advice provided shall foster academic

independence. The dissertation project shall be supported until its completion, regardless of the duration of financing available for the doctorate.

5. The following will be made available to the doctoral candidate for the purpose of producing the dissertation: (please tick)
 office workplace
 Laboratory workplace
 Other: _____
6. As part of the auditing process as a family-friendly university, the reconciliation of family life with academic activity at the Osnabrück University of Applied Sciences shall be especially fostered. For this purpose, separate agreements can be made at any time.
7. If the doctoral candidate has an employment contract with the Osnabrück University of Applied Sciences, s/he is required to notify the HR department of the start and the end of the dissertation project and of the conclusion of this Doctoral Agreement.
8. The doctoral program is available to the doctoral candidate with advisory services and qualification programs, and can be called upon in an advisory capacity in conflict situations.
9. This Agreement shall remain in force until such time as the dissertation project has been fully completed.
10. This Agreement may be terminated by written declaration vis-à-vis the other party. The doctoral candidate may terminate the Agreement at any time without notice. The supervisor may terminate the Agreement in consultation with the Vice President for Research, Transfer and Promotion of Young Professional Talent with three months' notice. The grounds for the discontinuation of the supervisory relationship shall be recorded.

Signature: Doctoral candidate: name, date, place

Signature: Supervisor at the Osnabrück University of Applied Sciences: name, date, place

The aforementioned arrangements were made with the knowledge and agreement of the University Steering Committee of the Osnabrück University of Applied Sciences.

Signature: The Osnabrück University of Applied Sciences,
Vice President for Research, Transfer and Promotion of Young Professional Talent:

Annex:

Information about the status of "doctoral candidate"

Please sign the enclosed Doctoral Agreement and have it signed, and then send it to the doctoral program of the Osnabrück University of Applied Sciences, Ms. Svenja Knüppe, Albert-Einstein-Straße 1 (ICO InnovationsCentrum), 49076 Osnabrück. The doctoral program shall arrange for the Vice President to sign the Agreement. You will receive a copy back for your files.

Once the Agreement has been signed, you will be listed as a doctoral candidate at the Osnabrück University of Applied Sciences. According to the Basic Order, by acquiring the status of "doctoral candidate", you will be a member of the university within the meaning of Section 16 (4) of the Lower Saxony Higher Education Act (NHG).

As a result, whether or not you have an employment relationship, you will be given:

- The necessary infrastructure (e.g. laboratory areas and equipment).
- (Accident) insurance coverage through the university within the framework of your activity.
- An email address and a CampusCard as ID.
- Access to the IT infrastructure, the OSCA Portal, the library and the university cloud.
- Keys and transponders, as required.
- The possibility to participate in the continuing training programs offered by the doctoral program.
- The possibility to use the advisory and service structures of the doctoral program.
- The entitlement to apply for financial support from the research pool for trips to conferences abroad.
- The entitlement to apply for further employment/financing by the doctoral program in the event of a financing gap at the end of the dissertation project.

The Osnabrück University of Applied Sciences expects:

- Registration with the doctoral program with the data contained in the data collection sheet (see form)
- To take part in the e-learning tool for Good Academic Practice during Doctoral Studies within the first year
- Information about the finishing of dissertation project
- A copy of the dissertation

Privacy notice concerning the consent according to articles 6 and 7 of the EU-DSGVO

All data is provided voluntarily and do not have to be disclosed. If however the required fields are not completed you cannot be registered as a doctoral candidate at the Osnabrück University of Applied Sciences. You can revoke your consent as a whole or in part at any time with notice to the doctoral program (promotionskolleg@hs-osnabrueck.de) with future effect.

This data collection serves the purpose of registering you at the doctoral program of the Osnabrück University of Applied Sciences and therefore clarifies your status as a doctoral candidate. The data collected shall only be processed for the purpose specified. The data shall not be modified. Your data will be communicated to the department Reporting of the Osnabrück University of Applied Sciences for the purpose of compiling statistics and for reporting purposes.

The data shall be deleted without request 5 years after completion of your doctoral thesis.

Otherwise, the regulation of the Osnabrück University of Applied Sciences for the processing of personal data applies.