

1st Advisory Board Meeting

> Admission Interview <

Doctoral students are guided and supervised by an Advisory Board (AB). In the first AB Meeting, you ...

- ... test the competency of the candidate regarding the aspired project.
- ... discuss the doctoral candidate's thesis proposal, possibly suggesting adjustments.
- ... suggest a decision on the admission of the student.
- ... propose the scope and content of the candidate's training program.

Please provide us with conclusive comments on the candidate, the project proposal, and suggestions for the training program. Without any further information on these points, we cannot proceed with the admission.

To the Chairman of the Doctorate Board of the Graduate Training Centre of Neuroscience

This is to certify that the doctoral applicant _____ has presented her/his thesis project to the members of her/his Advisory Board (AB).

We, the AB members

- ☐ **do not recommend the admission** of the applicant to the doctoral program of the GTC.
- ☐ suggest **adjustments to be made in the thesis proposal** (see back of the page) and **recommend admission** of the applicant to the doctoral program.
- ☐ **approve the thesis proposal** in the present form and **recommend admission** of the applicant to the doctoral program without reservation.

Scope and Content of doctoral studies (i.e. recommended courses/lectures, summer/winter schools, workshops etc.):

The AB members suggest the following adjustments / modifications of the doctoral thesis proposal (e.g., *experimental approach, methods applied, time line, etc.*) or have following comments:

1) _____
Thesis Supervisor

Signature

2) _____
1st AB Member

Signature

3) _____
2nd AB Member

Signature

Tübingen, _____
Date

Intermediate Advisory Board Meeting

> Progress Report <

Doctoral students have annual meetings with their Advisory Board (AB). These meetings are typically dedicated to progress reports allowing for discussions on the project and possible adjustments. Therefore, these meetings can include:

- a presentation of the project's current status.
- status of the training program and future courses/training.
- discussion of the project's future perspectives.
- suggestions/mentoring regarding future career plan

Please provide us with conclusive comments on your meeting. Your comments on changes in the project, suggested adjustments, and further training allow us to support the doctoral candidates appropriately and avoid potential problems and conflicts towards the end of the projects. Blank pages will be returned to the AB.

To the Chairman of the Doctorate Board of the Graduate Training Centre of Neuroscience

This is to certify that the doctoral candidate _____ has presented her/his progress report to the members of her/his Advisory Board.

Doctoral Training (i.e. recommended courses/lectures, summer/winter schools, workshops etc.):

Comments on the candidate's progress report (Is the project on the right track? How will the project continue?)

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1) _____
Thesis Supervisor

Signature

2) _____
1st AB Member

Signature

3) _____
2nd AB Member

Signature

Tübingen, _____
Date

Final Advisory Board Meeting

>Mutual Agreement to Thesis Submission<

In the final meeting the doctoral candidate presents an overview of the project's status and a suggestion of content and format of the thesis to be submitted. The members of the AB would either agree to a planned submission, suggest adjustments, or disagree.

Therefore, the issues to be addressed in the meeting would typically include:

- presentation of the *status quo* of the doctoral project.
- information about publications/manuscripts.
- discussion of the format of the dissertation (monograph vs. cumulative thesis).
- status of the doctoral training.
- suggestions of reviewers and examiners (final decision by the doctorate board).
- suggestions/mentoring regarding future career plan

Please document the outcomes of the meeting as well as comments and suggestions on the **thesis**. **Your written comments here allow us to support the doctoral candidates appropriately and avoid problems and conflicts.**

To the Chairman of the Doctorate Board of the Graduate Training Centre of Neuroscience

This is to certify that the doctoral candidate _____ has presented her/his final progress report to the members of her/his Advisory Board.

The AB members and the doctoral candidate mutually agree that the doctoral thesis can and should be submitted within the next six months. ☐ Yes ☐ No

Recommended format of the dissertation:

☐ Monography ☐ Cumulative

For a cumulative thesis in agreement with the doctoral regulations, the following requirements have to be fulfilled as required by the GTC's doctoral board:

- ☐ The thesis consists of at least **two first authorship papers** (original research articles). First draft written by the candidate, main role in writing until final manuscript.
- ☐ The thesis consists of at least **two papers published in a peer-reviewed journal**, including at least **1 first authorship**.
- ☐ **All articles have to be accepted or published**. Preprints may be included. The number of preprints must not exceed the number of papers published in a peer-reviewed journal.

Examples for minimum requirements:

- 2 peer-reviewed 1st authorships, both accepted/published.
- 1 peer-reviewed 1st authorship + 1 peer-reviewed co-authorship, both accepted/published + 1 preprint 1st authorship.

Note: Only if all requirements are fulfilled, a cumulative format can be accepted for the doctorate process at the GTC.

Suggestions for Reviewers of the thesis (final decision by the GTC's doctoral board):

- 1.
- 2.

Suggestions for the examination Board (final decision by the GTC's doctoral board):

- 1.
- 2.
- 3.
- 4.

Comments on the candidate's report and suggestions for final thesis submission:

1) _____
Thesis Supervisor

Signature

2) _____
1st AB Member

Signature

3) _____
2nd AB Member

Signature

Tübingen, _____
Date