

## DOCTORAL AGREEMENT

**Doctoral candidate:**  
Name, Matriculation number

**Primary supervisor:**

**Second supervisor:**

**External expert and function:**  
(must be determined before the doctoral exam)

**Area of specialization:**  
(Please also specify Dr. theol. or Ph.D. in Theology)

**Starting date of doctorate:**

**Planned submission date of the doctoral thesis:**

**Category of doctorate (see funding plan for details):**

- Doctorate with an employment contract at the University of Basel
  - Structural position (Research associate with a master's degree<sup>1</sup>)
  - Non-structural position (Project assistant<sup>1</sup>)
- Doctorate without an employment contract at the University of Basel

**General conditions:**

<b>Form (provisional)</b>	<input type="checkbox"/> Monograph <input type="checkbox"/> Cumulative dissertation <input type="checkbox"/> Collaborative project
<b>Language (provisional)</b>	<input type="checkbox"/> German <input type="checkbox"/> English <input type="checkbox"/> Other: _____
<b>Institutional affiliation (Department/Faculty)</b>	Faculty of Theology, University of Basel
<b>Type of doctorate</b>	<input type="checkbox"/> Graduate School of Theology <input type="checkbox"/> Cotutelle de thèse (The application must be submitted within 10 months after beginning the doctorate) <input type="checkbox"/> Doctoral program: _____

<sup>1</sup> According to the *Ordnung für das Wissenschaftliche Personal an der Universität Basel* (OWP):  
[https://www.unibas.ch/dam/jcr:46fd1f0e-d9af-4720-980e-c8bbbb4579e6/441\\_310\\_06.pdf](https://www.unibas.ch/dam/jcr:46fd1f0e-d9af-4720-980e-c8bbbb4579e6/441_310_06.pdf)

**Appendices:**

Mandatory	If available
<input type="checkbox"/> Job description (depending on category of doctorate)	<input type="checkbox"/> Copy of the employment contract
<input type="checkbox"/> Admission letter with additional requirements and individual plan of study	<input type="checkbox"/> Copy of the cotutelle contract
	<input type="checkbox"/> Cooperation agreement etc.

The items highlighted in grey must be fulfilled within six months after registration and submitted according to the regulations of the Faculty. The remaining information must be submitted no later than twelve months after beginning the doctorat. The respective regulations for doctoral study apply.

**Terminating the doctoral agreement prior to receiving the degree (PO §7)**

The doctoral agreement can be terminated at any time by the doctoral candidate or as agreed upon by the primary advisor and the doctoral candidate.

Termination of the doctoral agreement for Research Associates with a master's degree and by project assistants must follow the «Ordnung für wissenschaftliches Personal an der Universität Basel».

Termination of the doctoral agreement for doctoral candidates without an employment contract at the University of Basel may result from a negative evaluation of the candidate's academic performance or from lack of evidence that the doctoral thesis can be completed successfully. This requires that a request, with supporting justification, be submitted by the doctoral committee or the primary or second supervisor to the committee for doctoral studies (Promotionsausschuss).

Provisional title of the doctoral thesis:

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\_\_\_\_\_  
Date and signature of primary supervisor

\_\_\_\_\_  
Date and signature of the doctoral candidate

*Optional: By signing below, the doctoral candidate gives his/her permission for the dissertation plan to be documented in the official research repository of the University of Basel (edoc) and cited on the University's website. In this case, the following data will be publicly accessible on the Internet: Name, working title of the dissertation, faculty, area of study, advisor, abstract.*

\_\_\_\_\_  
Date and signature of the doctoral candidate

**1. Funding plan**

The following funding rules apply for doctoral candidates. For further details, see §23 of the «Ordnung für das Wissenschaftliche Personal an der Universität Basel» (OWP<sup>1</sup>) and the document «Hiring and advising doctoral candidates at the University of Basel» («Anstellung und Betreuung von Doktorierenden an der Universität Basel»):

<b>Doctorate with a structural position (Research associate with a master's degree<sup>1</sup>)</b>	The position of research associate with a master's degree or equivalent with the aim of obtaining a doctorate is limited to one year with the possibility of a three-year extension.
<b>Doctorate with a non-structural position (Project assistant<sup>1</sup>)</b>	The position of project assistant is limited to the time span of the externally funded research project. It can only be extended within this period and under the condition that sufficient funds are still available to the project.
<b>Doctorate without an employment contract at the University of Basel</b>	The doctoral candidate is not employed at the University of Basel and therefore responsible for securing his/her own funding.

The maximum term of employment is four years. If it is absolutely necessary for scientific training, and in particular if family responsibilities are involved, the appointment may be extended by a maximum of one further year in justified cases. Further particulars are determined by the OWP<sup>1</sup> of the University of Basel and by the policies of any additional funding sources. If the extension of the contract is viewed critically by the first supervisor and/or the person responsible for the position, a meeting on the state of affairs shall be held with the doctoral committee (if this has not yet been formed, the meeting should include the chair of the committee for doctoral studies or another person delegated by that committee).

If the contract as assistant is not extended after the first year, this must be justified by the doctoral committee to the committee for doctoral studies in writing. In the case that an extension is not granted, it is recommended to inform the doctoral candidate at least three months before the end of the contract. Written notice at least two months before the end of the contract is required for doctoral candidates with a structural or a non-structural position. If the doctoral candidate is not informed about the non-extension at least two months before the end of the contract, the organizational unit can, at the request of the doctoral candidate, extend the expiring work contract by a maximum of two months at the cost of the professorship. In all cases, the doctoral candidate's position will automatically end, in accordance with the contract, at most 6 months after fulfilling the requirements for the degree, except in the case of illness or parental leave.

In addition to the doctoral agreement, the doctoral candidate should consult the [Beratungswegweiser](#), which contains further information on maternity/paternity regulations, compulsory Swiss military, civil defense and fire services, and any deputy regulations that may result from these.

The doctoral candidate hereby confirms that he/she has received the link to the [Beratungswegweiser](#).

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 Date and signature of the doctoral candidate

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Theologische Fakultät

The primary supervisor and the doctoral candidate have agreed on the financing of the doctorate according to the following conditions (update as necessary):

\_\_\_\_\_

Date and signature of primary supervisor

\_\_\_\_\_

Date and signature of the doctoral candidate

## 2. Admission with additional requirements

If additional requirements were specified as a condition for admission to doctoral studies, these should be listed below and their completion confirmed by the primary advisor.

The additional requirements specified in the admissions decision, comprising \_\_\_\_ ECTS credits, shall be fulfilled at the latest by \_\_\_\_\_.

Requirement	ECTS	Date	Signature of primary supervisor

\_\_\_\_\_

Date and signature of primary supervisor

\_\_\_\_\_

Date and signature of the doctoral candidate



4 b) Following the meeting with the doctoral committee, the annual review meeting shall take place. The first meeting shall be conducted within six months of beginning doctoral studies. The decisions made and goals set during this meeting shall be documented below. The annual review meeting serves above all to support the progress of the doctoral candidate's research and work on the thesis (or other agreed upon form of evaluation). In addition, the following points may be discussed:

- **Working conditions (only if employed by the University of Basel)**
- **Career prospects**
- **Potential changes to existing agreements**
- **Optional: publications and teaching opportunities**
- **If applicable: approvals relating to the research project (data protection, research ethics, etc.)**

It is the doctoral candidate's responsibility to take the initiative in organizing a date for the annual review meeting. The doctoral candidate shall report to the Dean of Research that the meeting has taken place.

Date:	Annual review meeting no. ____

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Date and signature of primary supervisor

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Date and signature of the doctoral candidate