

Data on supervisors at the start of a PhD project

This version is from March 5, 2022

|  |  |
| --- | --- |
| Date of submission of this data |  |
| Candidate |  |
| Particularities |  |

If the candidate is not yet known to the Graduate School, please do not wait until all the information about the supervision has been collected, but make the candidate known immediately through an email to the Graduate School.

Supervisor 1

|  |  |
| --- | --- |
| Name |  |
| Affiliation (if not FSS) |  |
| VUnetID (if available) |  |
| Email address (if not FSS) |  |
| Role (1st promotor, 2nd promotor, 1st copromotor) |  |
| Is a professor or has ius promovendi | yes / no |
| Number of PhD students already being supervised (excluding those in the start-up project) |  |
| Training in supervision followed | yes / no |
| If yes, give date and training body; if no, state when training will be followed |  |
| Frequency and duration of supervision contact with the PhD student, individually and as a team |  |
| Is there a relationship with the PhD candidate or with another supervisor that is such that your independence or impartiality could be questioned? (VU Doctorate Regulations, article 6) | yes / no; if yes, supervision is not allowed |
| Is there any circumstance that impedes the full performance of the supervisor? Consider personal circumstances, the institutional setting, the political sensitivity of the research, and the safety of the supervisor. | yes / no; if yes, please elaborate or send a confidential letter to the Dean |
| Details of the appointment that are important for the supervision |  |

Supervisor 2

|  |  |
| --- | --- |
| Name |  |
| Affiliation (if not FSS) |  |
| VUnetID (if FSS) |  |
| Email address (if not FSS) |  |
| Role (1st promotor, 2nd promotor, 1st copromotor) |  |
| Is a professor or has ius promovendi | yes / no |
| Number of PhD students already being supervised (excluding those in the start-up project) |  |
| Training in supervision followed | yes / no |
| If yes, give date and training body; if no, state when training will be followed |  |
| Frequency and duration of supervision contact with the PhD student, individually and as a team |  |
| Is there a relationship with the PhD candidate or with another supervisor that is such that your independence or impartiality could be questioned? (VU Doctorate Regulations, article 6) | yes / no; if yes, supervision is not allowed |
| Is there any circumstance that impedes the full performance of the supervisor? Consider personal circumstances, the institutional setting, the political sensitivity of the research, and the safety of the supervisor. | yes / no; if yes, please elaborate or send a confidential letter to the Dean |
| Details of the appointment that are important for the supervision |  |

If more than two supervisors are proposed, copy the table above to provide data on the third supervisor. In this case, the proposal should be substantiated in the following format:

|  |  |
| --- | --- |
| Please provide justification on the team as a whole |  |
| Differences in the expertise of supervisor 1 and 2 |  |
| Specific expertise in the contribution by supervisor 3, not provided by Supervisor 1 or 2 |  |
| Other justification for the addition of a supervisor |  |
| Explain what precautions will be taken to ensure that a larger supervisory team will not be detrimental to the candidate |  |
| Explain the manner in which the supervisors act together |  |

Supervisors declare that they know and follow the policies of the GSSS[[1]](#footnote-1), in particular:

* Procedure for PhD candidates and supervisors in case of an issue in a PhD trajectory
* The VU Doctorate Regulations
* Implementation Guidelines Faculty of Social Sciences (FSS) - Doctorate Regulations
* A portfolio for award of the degree of PhD
* Rules for the PhD Thesis
* FSS standards of supervising PhD candidates by academic staff

The supervisors further state:

* They have made mutual agreements on the division of duties and responsibilities (see Agreements between supervisors of PhD candidates at the start of a project)
* They are familiar with EU[[2]](#footnote-2) and Dutch[[3]](#footnote-3) policy on international sanctions and have judged that these sanctions are not applicable to the PhD project
* They have agreement from their head of department
* They have tested the quality of the candidate
* They agree with the candidate's work schedule, and agree that the dissertation is likely to be completed within the scheduled time
* They agree with the proposed budget of the project and coverage of expenses

Submit this document (with c.c. to the other supervisor and the head of department) to the Graduate School ([graduate.school.fsw@vu.nl](mailto:graduate.school.fsw@vu.nl)).

When you have any questions, please contact Saskia Jans ([s.jans@vu.nl](mailto:s.jans@vu.nl); when not available: Alexandra Filius, [a.filius@vu.nl](mailto:a.filius@vu.nl)).

1. Please visit <https://vu.nl/en/about-vu/more-about/the-graduate-school-of-social-sciences> [↑](#footnote-ref-1)
2. <https://www.sanctionsmap.eu/#/main> [↑](#footnote-ref-2)
3. <https://www.rijksoverheid.nl/onderwerpen/internationale-sancties/beleid-voor-internationale-sancties> [↑](#footnote-ref-3)