

## Cum laude

If the dean has decided to start up the Cum laude procedure on advice of the Doctoral committee, the supervisor receives the request to submit the dean a proposal for four referees (from whom the supervisor has previously requested the availability and cooperation -not supported by Hora Finita). The dean will then designate two of those four referees and ask their advice.









### Invite referees

The dean (head of the Department at the Faculty of Science) receives the email with explanation and the link to the proposed referees. In this proposal, the manuscript can be downloaded and the reviews are visible (again).

The supervisor has proposed four referees. From these four referees, the dean designates two. The dean removes the two referees who are not selected. To do this, the dean clicks per referee on the "no entry" sign. A screen appears confirming to delete this referee. After the dean submits the approval, the selected referees automatically receive an invitation to review the manuscript and advice to whether or not to award the designation cum laude.

Referees

Below are possible people who can be consulted as experts. If desired, you can also add referees here.

#	Proposed referee	Affiliation	Contact	Substantiation and profile	
					       

---

Comments

Comments

---

Accept proposed referees

accept proposed referees\* ▼

Submit

## Final judgement preliminary Cum laude

After the evaluating of the referees, the dean receives an email with the referees' judgment and motivation.

The dean then records in Hora Finita the decision whether or not to give the Examining committee consideration for awarding the predicate Cum Laude

### Request to consider Cum Laude.

**Request**

Explanation

The referees have given their cum laude assessment of the PhD candidate below. Review the judgments and give the final judgement.

PhD project

title thesis	<input type="text"/>	primary promotor	<input type="text"/>
subtitle of thesis	<input type="text"/>	phd student	<input type="text"/>
file of thesis	<input type="text"/> <a href="#">Download (18 KB)</a>	faculty	<input type="text"/>

Assessments of referees cum laude

referent	Cum Laude	motivatie
<input type="text"/>	Yes	<input type="text"/>
<input type="text"/>	Yes	<input type="text"/>

Your cum laude assessment

In view of the assessments and motivations of the referees, do you decide to advise the PhDCommittee members to award the predicate Cum Laude after the defense?

assessment\*  Yes  No

- Following the dean's positive decision, the preliminary agreement Cum laude is recorded in Hora Finita.
  - o The secretary of the faculty or department receives an email with the request to inform the chairman of the ceremony -as soon as the chairman has been appointed- and to provide the chairman with the information needed.
  - o After the defense, the Examining committee decides whether or not to award the distinction Cum laude.
- If the dean's decision is negative, no preliminary agreement Cum laude will be recorded in Hora Finita and the chair of the Doctorate committee (committee that has assessed the manuscript) will receive an email notifying the dean's decision. This completes the Cum Laude process.