



PhD supervisors starting page

About this document

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<i>Version</i>	<i>Description</i>
23-11-2022	Concept for discussion PhD coordinators and PhD council
13-12-2022	Inclusion of three new introductory sentences
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15-5-2024	Inclusion of new information on training and teaching time for PhD candidates
23-7-2024	Inclusion on new information on training supervisors

VU Faculty of Science aims to offer excellent PhD supervision. For this purpose we have brought together eight elementary files with instructions and 'best practices' for supervisors below. Please do not hesitate to offer any constructive feedback to our Faculty PhD officers: onderzoek.beta@vu.nl, or include your comments in the working draft.

1. Information on Hora Finita, the administrative system for tracking the trajectory of the PhD candidate: <https://vuweb.vu.nl/en/more-about/hora-finita>

2. Advice on creating a supportive and constructive cooperation between PhD candidates and their supervisors: [Golden rules of PhD supervision](#)
3. Information on the evaluation and support procedure that includes a formal Go/Nogo meeting and decision in the first year of the PhD trajectory: <https://tinyurl.com/vubeta-go-nogo-procedure>
4. Guidelines and suggestions for thesis composition: [Completing a PhD thesis: reflections and suggestions](#)
5. Information on the Training and Supervision Plan, an agreement between the PhD candidate and the supervisor on obligations and duties of both parties: [PhD Education Guidelines](#)
6. Information on the [joint doctorate agreement](#), as this agreement, if applicable, should be completed in the first year of the PhD trajectory
7. Information on authorship of scientific papers and thesis chapters: [Authorship](#)
8. Information on duration and contents of teaching by PhD candidates: [Teaching time PhD candidates](#)
9. All supervisors of PhD candidates working at VU Amsterdam are obliged to follow the basic training course Supervising PhD candidates (starting or senior version) (offered by HRM). This also applies to experienced supervisors, unless they receive permission from the head of the department to follow a customised trajectory.

There are more (in-depth) training courses aimed at supervising PhD candidates from the VU Center for Teaching and Learning (CTL). In the flowchart [Training for supervisors of PhD students](#), you will find more information on which training is the best match. For more information on the courses: [Personal development VU employees - Vrije Universiteit Amsterdam](#)

Met opmerkingen [HR(1)]: Will be soon adapted