**Agreement for Joint Doctoral Supervision and Dual Diploma between Delft University of Technology and** ………………………………………………………………. **(name partner university)**

Delft University of Technology, located in Delft, represented by the Chairman of the Board for Doctorates, also Rector Magnificus of the Executive Board, Professor T.H.J.J. van der Hagen.
Address: Stevinweg 1, 2628 CN Delft, The Netherlands

and

(Name university) .................................................................,

represented by its President/Rector (name) ...........................................................................................

Address: (Contact details university) .................................................................................................

Sharing the common will to develop academic and scientific cooperation between the two institutions by fostering mobility among doctoral candidates within the framework of existing inter-university agreements[[1]](#footnote-2);

Agree as follows:

Article 1: General

There will be a joint supervision of doctoral candidates with regard to the Doctoral Programme: i.e. joint research project, the preparation of the doctoral dissertation and Doctoral Education.
With effect from (date) …………………………… until (date) ……………………..
Number of candidates: …… per year.

Article 2 Duration at both universities

The duration of the Doctoral Programme is four years. A candidate will spend equal amounts of time at both partner universities.

Article 3 Regulations of both universities

The preparation of this doctorate will be performed in compliance with legislation of both universities, including the Delft University of Technology Doctoral Regulations and Implementation Decree and the Guidelines of the Graduate School.
For (name partner university)……. this includes: …………….

Article 4 Supervisors and Coordinators

The candidates will complete the Doctoral Programme under the supervision of appointed supervisors from each partner university. At least one intended supervisor from each partner will be involved in the selection of the candidates. The Board for Doctorates of Delft University of Technology will appoint the supervisors. The duly authorised body of (the partner university)……….. will also appoint the supervisors. Both supervisors ensure that the candidates meet the requirements stipulated in this agreement.

The powers and duties of a doctoral research supervisor as defined in the current Dutch and

(partner university’s country adjective) …………………… legislations and the regulations of both universities will be undertaken jointly by the two supervisors.

Furthermore, each partner university appoints a member of academic staff (preferably a professor) as joint programme coordinator.

For Delft University of Technology:

(name doctoral research coordinator) .................................................................................

(Contact details) .................................................................................................................................

For (name partner university) ...............................................................................................................:

(name doctoral research coordinator) ...................................................................................

(Contact details) ......................................................................................................................................

Article 5 Registration and fees

Upon the start of the doctoral programme and subject to legislation on doctoral studies in force in each country, the doctoral candidates will register at both partner universities. In order to be admitted to the Doctoral Programme, the candidates will present their original Master diploma and transcript of records at the university where the doctoral defence ceremony will take place (see Article 11). Any applicable academic fees will be paid.

Article 6 Doctoral Education Programme

The candidates will follow a Doctoral Education Programme, composed and approved by the two universities, in line with the guidelines and policy of the Graduate School of Delft University of Technology and those of (name partner university)…………..

Both supervisors support the candidates in meeting the requirements of this Programme. Agreements between the candidates and the supervisors concerning the Doctoral Education programme will be recorded in each candidate’s individual agreement[[2]](#footnote-3), the addendum agreement for Joint Doctoral Supervision and Education.

Article 7 Doctoral committee

the doctoral committee consists of 6 to 8 members and is composed as follows:
The supervisors referred to in Article 4 shall both be members of the doctoral committee as supervisors.
Besides these supervisors and a chair person, at least one and at most two professors of Delft University of Technology and at least one and at most two professors of (name partner university) ………………. may be appointed as members of the doctoral committee.
At least four members of the doctoral committee should be independent, i.e. they have not been involved in the preparation of the dissertation and have no personal interest in their judgment of the dissertation.
At least one independent committee member is not affiliated with either of the two partner universities.

Article 8 Dissertation

The doctoral candidates will write the dissertation in the English language, with an abstract in Dutch and (name language of partner university) …………………

Article 9 Acknowledgement in dissertation

To acknowledge the equal contributions to the supervision of the doctoral research, the doctoral dissertation shall include the following text:
“The doctoral research has been carried out in the context of an agreement on joint doctoral supervision between (name partner university)………., (country)………. and Delft University of Technology, the Netherlands.”

Article 10 Admission to the doctoral defence ceremony

The requirements for admission to the public examination are as follows:

* The DE programme has been successfully completed, and approved by the supervisors.
* The supervisors have approved the draft dissertation and propositions, after careful study and a plagiarism check.
* The doctoral committee members have reviewed the draft dissertation and have judged that the doctoral candidate can be admitted to the doctoral defence ceremony.

Article 11 Examination, defence ceremony

At the oral examination, i.e. during the defence ceremony, the doctoral candidates will defend the dissertation in the English language and will give an oral summary in the English language prior to the defence. The defence will be performed at Delft University of Technology.

Article 12 Formal requirements dissertation

Procedures concerning the format, number of copies and mode of submission of the dissertation will be in compliance with regulations of both universities. Deviation from the regulations should in any case be submitted for approval by the Board for Doctorates of Delft University of Technology.

Article 13 Degree

In compliance with legislation in force in each country, and based on the official report drawn up after the examination, the degree of (name degree) ……………………………… will be conferred on the candidates by (name partner university) ………………………………….……..

Likewise, the degree of Doctor will be conferred on the candidates by the Board for Doctorates of Delft University of Technology.

Article 14 Dual Diploma, certification

A Doctoral Diploma will be issued by each of the partner universities. The diploma contains a text that explicitly refers to the joint supervision of the dissertation.
The Delft University of Technology diploma will state: “This is a dual diploma together with the following partner institute for higher education: (name partner university) ……………………., stipulated in the diploma supplement and approved by the Board for Doctorates.”
The (name partner university) ….…. diploma will state: “This is a dual diploma together with Delft University of Technology ……(complete the text in accordance with partner university’s regulations).”

A diploma supplement will be drawn up and contains a comprehensive summary of the joint supervision, Doctoral Education Programme, Doctoral Evaluation Committee and location where the defence took place. The diploma supplement will be drawn up by the supervisors and signed by the chairman of the Board for Doctorates.

The Doctor will receive a certificate from the Delft University of Technology Graduate School as evidence of the completion of the Doctoral Education programme. A certified copy of the Doctoral Diploma will be provided in the English language.

Article 15 Intellectual property

Legal protection of the subject of the dissertation, together with its publication, development and protection of the results of the research carried out at the two universities by the candidates will be in compliance with the specific procedures of each of the countries involved in this agreement. This agreement will be consistent with:

…..insert partner university text on intellectual property….

and Delft University of Technology’s policy regarding intellectual property.

|  |  |
| --- | --- |
| **Delft University of Technology** | **(name partner university)** |
| Date: …………………….Signature: ………………Name:……………………Joint programme coordinator | Date: …………………….Signature: ………………Name:……………………Joint programme coordinator |
| Date: …………………….Signature: ………………Name: ……………………Chairman Board for Doctorates / Rector Magnificus | Date: …………………….Signature: ………………Name: …………………Chairman Board for Doctorates / Rector Magnificus / President |
|  |

**Post-amble**
Below you will find a description of the basic principles of the Delft University of Technology’s Doctoral Programme:

**Board for Doctorates of Delft University of Technology (BfD)**
comprises the deans and Rector Magnificus of Delft University of Technology. The Board takes decisions at critical moments during a candidate’s Doctoral Programme, such as appointment of the supervisors and the Doctoral Committee members and admission to the Doctoral Programme and Defence Ceremony.

**Doctoral candidate**person registered as such, following a Doctoral Programme, conducting independent scientific research in order to produce a dissertation, Admission requirements: the candidate has a Dutch Master degree (or foreign equivalent).

**Doctoral Committee**appointed by the BfD, before which the public examination takes place. Prior to the defence ceremony, the members of the committee assess the draft dissertation and report on their judgement concerning the dissertation’s quality to the BfD.

**Doctoral defence ceremony**
the public session in which the doctoral candidate defends the dissertation before the doctoral committee’s examination. The duration of the ceremony is one hour, after which, the committee decides on awarding the doctoral degree.

**Doctoral Education Programme**
mandatory training programme undertaken by doctoral candidates with the aim of developing: Discipline-related skills, Research-related skills and Transferable skills.
Delft University of Technology requires a minimum of 45 GS credits, 1 GS credit is equal to 8 hours of Doctoral Education with an additional max. 4 hours for preparation and assignments.

**Supervisors**
members of the universities’ academic staff. At least one supervisor has the ius promovendi and is appointed as the doctoral candidate’s promotor by the BfD. The supervisors are responsible for the candidate’s supervision. To that end, work agreements are recorded and the candidate’s progress and agreements are formally reviewed on a yearly basis. Furthermore, after one year a Go/No go decision is made by the supervisors.

Enclosures:
Appendix 1: Academic and Scientific Cooperation Agreement between Delft University of Technology and the partner University.
Appendix 2: Addendum agreement for Joint Doctoral Supervision and Education

1. See appendix: Academic and Scientific Cooperation Agreement between Delft University of Technology and the partner university. [↑](#footnote-ref-2)
2. See appendix: Addendum agreement for Joint Doctoral Supervision and Education. [↑](#footnote-ref-3)