

**Additional Doctoral regulations
Institute of Development Policy (IOB) – University of Antwerp**

Version approved by the IOB Board 16 February 2024

*Disclaimer: only the Dutch version of these regulations has legal force.
This English translation is strictly for reference and cannot be invoked as a legal tool.*

I. General stipulations

Article 1. These regulations (hereinafter: additional regulations) are applicable to the PhD Doctor of Development Studies at the Institute of Development Policy and Management (IOB) at the University of Antwerp (hereinafter the PhD). The PhD encompasses the doctoral training and the thesis. The regulations supplement the Higher Education Code (Codex Hoger Onderwijs) and the General Regulations on Obtaining the Academic Degree of Doctor at the University of Antwerp (hereinafter: UAntwerp general doctoral regulations).

The joint degree, double degree, or multiple degree (hereinafter: joint PhD) are regulated in articles 41 to 47 of the UAntwerp general doctoral regulations. The additional regulations are fully applicable to an outgoing joint PhD, unless different contractual provisions apply. The additional regulations are only applicable to an incoming joint PhD to the extent expressly mentioned below or if provided for in the contract.

Article 2. The PhD falls under the authority of the Board of IOB (hereinafter: IOB Board), the IOB Doctoral Commission (IOB-DC), the supervisor(s), individual doctoral committees (IDC), and the doctoral jury.

Article 3. The IOB Board has residual decision-making authority. The IOB Board decides, taking into account the advice of the IOB-DC, inter alia, on the following matters:

1. Approval and modification of the additional regulations and any annexes, taking into account the advice of the Bureau of the Antwerp Doctoral School regarding the conformity of the additional regulations with the UAntwerp general doctoral regulations.
2. Appointment of the members and chair of the IOB-DC.
3. Determining the activities that are part of the compulsory doctoral training and the credits associated with these activities (cf. Annex to these additional regulations).
4. Appointment of the IOB ombudsperson for PhD students (hereinafter: the ombudsperson).
5. Admission of the candidate PhD student to the PhD (also in the case of an incoming joint PhD) and determination of the starting date of their doctoral training, following an assessment of the candidate's suitability.
6. Appointment (and possible replacement) of the supervisor(s).
7. Appointment (and possible replacement) of the members and chair of the IDC.
8. Appointment (and possible replacement) of the members and chair of the doctoral jury.
9. Approval of the doctoral study programme of the PhD student and determination of the deadline for its completion.
10. Specification and evaluation of any preparatory programme for candidate PhD students falling under Article 10 of the UAntwerp general doctoral regulations.
11. Confirmation of the submission of the annual progress report by the PhD students; in the case of a negative assessment of the progress report of a PhD student by their IDC – or, with regard to progress in the doctoral training, by the IOB-DC - the IOB Board advises the IDC on the continuation or termination of the PhD by the PhD student.
12. Recognition as part of the doctoral training of activities that the PhD student has done before the start of the PhD.
13. Confirmation that the doctoral training of the PhD student has successfully been completed.
14. Permission to submit and defend the doctoral thesis or parts of the doctoral thesis in a language other than Dutch or English.
15. Approval of a contract between UAntwerp and (an)other university(ies) regarding a joint PhD.

Article 4. The IOB-DC is composed of 4 members of the senior academic staff (ZAP – Zelfstandig Academisch Personeel), nominated by the IOB Research Commission, and 2 representatives of the PhD students. Not more than two thirds of the members are of the same gender. One of the ZAP members is appointed as the chair of the IOB-DC by the IOB Board.

Article 5. The IOB-DC monitors and ensures compliance with the UA general doctoral regulations, the additional regulations, and the decisions of the IOB Board concerning the PhD.

The IOB-DC has advisory authority towards the IOB Board regarding the matters mentioned in Article 3.

The IOB-DC is responsible for the coordination and practical organization of doctoral activities within IOB. The IOB-DC is also the point of contact for all communication regarding the PhD.

Article 6. The IOB-DC holds 4 meetings per academic year. Additional meetings are organized if necessary.

Agenda items can be proposed by the members of the IOB-DC, by the members of the IOB ZAP and by the ombudsperson. PhD students can propose agenda items through their representatives in the IOB-DC. Agenda items must be communicated to the IOB-DC chair and the IOB administrative secretariat of the PhD at least 5 calendar days before the meeting.

The IOB-DC strives for consensus. If consensus cannot be reached, the IOB-DC decides by a simple majority vote. Each member has one vote. Proxy voting is limited to one vote per member.

The chair of the IOB-DC, with support from the IOB administrative secretariat of the PhD, is responsible for coordinating the activities of the IOB-DC, setting the agenda for meetings, and ensuring timely reporting to the IOB Board.

II. Admission

Article 7. Enrolment for the PhD is open to candidates who meet the requirements specified in the UAntwerp general doctoral regulations and who receive permission from the IOB Board to enroll for the PhD.

Article 8. The candidate supervisor(s) submits the application for admission by the candidate PhD student to the IOB-DC. The candidate supervisor(s) also provides advice to the IOB-DC regarding the acceptance of the candidate PhD student and their research proposal.

Article 9. An application for admission to the PhD can be submitted at any time of the year. The application for admission specifies the desired starting date of the doctoral training by the candidate PhD student.

Article 10. The candidate PhD student requests admission to the PhD by submitting a complete application file to the UAntwerp Central Education Administration via Mobility Online.

This application file includes, among other things, the candidate's curriculum vitae and a detailed research proposal. The research proposal includes the following elements: (1) the title, (2) the relevance of the research topic (both theoretically and from a policy perspective), (3) a literature review, (4) the research question, (5) the conceptual framework, (6) the methodology, (7) planned research activities, (8) a security risk assessment and risk mitigation plan (in case of fieldwork), (9) a draft table of contents, and (10) a concise bibliography. The research proposal should consist of a minimum of 3000 and a maximum of 5000 words, all in.

An incomplete application file or a file that does not meet the above-mentioned requirements is inadmissible.

Article 11. To be accepted, the proposed research must meet the following criteria:

1. Of sufficient originality, coherence and contributing to the field of development studies.

2. Thematically integrated in (at least) 1 of the 3 IOB research lines: environment and sustainable development; global governance and inclusive development; state formation and resilient societies.
3. Presented as a monograph or as a series of chapters with a general introduction and conclusion in which the PhD student engages with the common theme of the chapters.
4. Policy-relevant (*required*) and providing concrete policy recommendations (*recommended but not required*).
5. In line with IOB's vision of a just and sustainable world (*required*) and applied to the poorest and most fragile countries/regions in the world (*recommended but not required*).
6. Demonstrated awareness of the particular disciplinary and methodological model used (*required*) and engaging with more than 1 disciplinary and methodological model (*recommended but not required*).

Article 12. The IOB-DC assesses whether the proposal meets the requirements stated in Article 10 and the criteria outlined in Article 11. It also evaluates whether sufficient guidance can be provided to the candidate PhD student. Based on this evaluation, the IOB-DC provides advice to the IOB Board regarding the application for admission.

Article 13. Upon admission to the PhD, the PhD student commits to adhering to the UAntwerp general doctoral regulations, the additional regulations, and the decisions of the IOB Board regarding the PhD.

III. Guidance: supervisor – IDC – ombudsperson

Article 14. The supervisor (or at least one of the supervisors) is a member of the IOB ZAP with an appointment of at least 10%. Every supervisor holds a doctoral degree.

If, for one reason or another, a sole IOB ZAP supervisor (with an appointment of at least 10%) is permanently unavailable, the IOB Board appoints a new supervisor, in consultation with the PhD student.

Article 15. The supervisor is responsible for guiding the PhD, as specified in the "Charter for PhD Researchers" in annex to the UAntwerp general doctoral regulations. The supervisor also ensures that the doctoral research continues to meet the criteria outlined in Article 11 throughout the course of the PhD.

Article 16. Upon the admission of the candidate PhD student to the PhD, the IOB Board appoints the IDC. The IDC consists of the supervisor(s) and 2 additional members: 1 additional ("internal") member, also the chair of the IDC, is a member of the IOB ZAP; 1 additional ("external") member holds a doctoral degree and, at the time of appointment as an IDC member, is not employed as UAntwerp staff member.

The supervisor(s), in consultation with the (candidate) PhD student, propose(s) a suitable external member to the IOB-DC. This proposal is submitted to the IOB-DC together with the application for admission to the PhD.

The IOB-DC, following consultation with the supervisor(s), provides advice to the IOB Board regarding the composition of the IDC and the appointment of the chair, taking into account the 'referee' function of the IDC and other considerations mentioned in Articles 17 and 18 of the UA general doctoral regulations. This advice is submitted to the IOB Board together with the advice of the IOB-DC regarding the application for admission to the PhD.

In the case of an incoming joint PhD, a limited IDC is composed, consisting of the supervisor(s) affiliated with IOB and a chair.

Article 17. The IDC is responsible for annually monitoring and assessing the progress and quality of the doctoral research.

The IDC, in accordance with Article 30 of these additional regulations, has decision-making authority regarding the continuation or termination of the PhD by the PhD student.

The IDC also has decision-making authority regarding the admission of the PhD student to the pre-defence of the draft thesis.

Article 18. The IDC mediates, if necessary, between the supervisor(s) and the PhD student.

The IDC also has advisory authority regarding the activities that are part of the compulsory doctoral training of the PhD student and, if applicable, the preparatory programme (cf. Article 10 of the UAntwerp general doctoral regulations).

Article 19. The IDC meets once per academic year of the PhD, together with the PhD student. The chair of the IDC initiates this meeting. The IDC evaluates, among other things, whether its composition still ensures sufficient guidance for the PhD student.

Additionally, the IDC can be convened at any time upon request by one of its members or by the PhD student.

The IDC strives for consensus. If consensus cannot be reached, the IDC decides by a simple majority vote. Each member has one vote, except in the case of multiple supervisors, where they collectively have one vote. No proxies are allowed.

Article 20. The ombudsperson serves as the point of contact for PhD students who, during their PhD, encounter problems that could adversely affect their progress and cannot be resolved with the supervisor or the IDC. Such problems may include, inter alia, conflicts with the supervisor or the IDC, or the composition of the IDC.

The ombudsperson listens to concerns and provides advice. Upon request of the PhD student, the ombudsperson can also mediate between the parties involved.

The ombudsperson is appointed by the IOB Board for a period of 3 years, renewable after a positive evaluation by a body that includes representation from PhD students. The ombudsperson is a UA staff member with an appointment of at least 80%.

The ombudsperson cannot be a part of an IDC or a doctoral jury.

If desired, the PhD student can also seek assistance from another UAntwerp-affiliated ombudsperson for PhD students or a UAntwerp-appointed confidential counselor.

IV. Doctoral Training

Article 21. Through a compulsory doctoral training, the PhD student is required to enhance their competencies as a researcher. Using the competence profile for PhD students at the University of Antwerp, the PhD student, in consultation with the supervisor(s), determines the activities undertaken for this purpose.

To successfully complete the doctoral training, the PhD student must submit an activity portfolio that meets the following conditions:

- By August 14 of the first academic year of the doctoral training, the compulsory interuniversity online course 'Mind the GAP (Good Academic Practices)' must be successfully completed.
- Activities worth a minimum total of 30 credits must be undertaken.
- Valid evidence must be provided for all activities.
- At least 1 credit must be obtained in a minimum of 4 categories of the competence profile.
- A maximum of 15 credits can be obtained in any one of the following competence categories:

Competence Categories (cf. Annex)

- A. Research skills and techniques
- B. Adapting to the research environment
- C. Research management
- D. Personal effectiveness
- E. Communication skills
- F. Networking and teamwork
- G. Career management

The credit allocation per activity follows the table included in the Annex to these additional regulations. Furthermore, the specifications and limitations outlined in Article 22 to Article 26 of these additional regulations apply.

Article 22. By the end of the first academic year of the doctoral training – the starting date of which is determined by the IOB Board at the time of the candidate's admission – the PhD student must have achieved a minimum of 12 credits after completing a doctoral study programme (cf. competence category A, Annex to the additional regulations). This doctoral study programme includes advanced theoretical and methodological courses (both worth a minimum of 6 credits).

The (candidate) PhD student and their supervisor(s) must submit a proposal for a doctoral study programme to the IOB-DC. This proposal is submitted either simultaneously with the application for admission to the PhD or no later than October 31 if the admission to the PhD was granted by the IOB Board between January 1 and October 31 of the same calendar year.

In exceptional circumstances, the IOB Board, following a motivated request by the PhD student and advice by the IOB-DC, may decide that the PhD student is only required to achieve 12 credits for the doctoral study programme by the end of the second academic year of the doctoral training.

Changes to a doctoral study programme approved by the IOB Board are only possible if prompted by circumstances beyond the control of the PhD student. These changes must be approved ex ante by the IOB Board, following advice from the IOB-DC.

Article 23. Every PhD student must produce a minimum of 1 peer-reviewed CERES-EADI A, B, or C publication based on the doctoral research during the doctoral training. Only for unconditionally accepted papers or chapters credits can be awarded, pending publication. Papers or chapters accepted with conditions cannot be counted as a publication.

Article 24. Every PhD student must deliver at least 1 presentation based on the doctoral research in a doctoral seminar. These seminars must be controlled and confirmed by the IDC, whose members must in writing be invited to participate by the PhD student at least 14 calendar days in advance.

Article 25. Activities completed by the PhD student before the starting date of the PhD may also be taken into account in the credit allocation. The IOB-DC provides a motivated recommendation to the IOB Board regarding this matter.

Article 26. The doctoral training must, in accordance with the procedural requirements, be fully completed before the composition of the doctoral jury by the IOB Board and before the procedure mentioned in Article 32 is initiated. The IOB-DC provides advice to the IOB Board regarding the completion of the doctoral training of the PhD student.

V. Annual Evaluation

Article 27. Each academic year, by no later than August 15, the PhD student must submit a progress report via the online Student Information System (SisA). PhD students receive a call for this in May through the IOB administrative secretariat of the PhD.

The progress report covers both the doctoral research and the activities undertaken in the context of the doctoral training.

On the doctoral research, the PhD student provides a report on the progress of the research in comparison with the previous year's plan and also outlines the plan for the next year. If the PhD student indicates in the progress report that they have written part of the draft thesis during the academic year, this text is provided to the IDC along with the report.

On the doctoral training, the PhD student compiles an activity report based on the structure of the Credit Table Doctoral Training per competence category (cf. Annex to these additional regulations). The PhD student, in particular, provides a detailed report on the progress and, if applicable, completion of the compulsory doctoral study programme and provides evidence of completing the compulsory online course 'Mind the Gap' (Good Academic Practices).

In the case of an incoming joint PhD, the PhD student must submit a progress report on the doctoral research via the online Student Information System (SisA) by August 15.

Article 28. Based on the annual progress report related to the doctoral research, the IDC evaluates the PhD student and assesses whether the PhD student has made sufficient progress to continue the PhD, no later than September 10 of the academic year being reported on. The IDC reports this to the IOB-DC and the IOB Board.

The assessment by the IDC can be positive (favourable), positive with conditions, or negative (unfavourable).

In the case of a positive assessment by the IDC – and absent a negative assessment by the IOB-DC under Article 29 – the PhD student can continue the PhD.

In the case of a positive assessment with conditions, the IDC can impose conditions that must be met within a specified timeframe. After the end of this period, the IDC evaluates whether the conditions have been met and provides a new assessment.

If a PhD student does not submit a progress report on the doctoral research or submits it late, the IDC provides a negative assessment, or the IDC is deemed to have provided a negative assessment.

In the event of a negative assessment on the doctoral research by the IDC, the IOB-DC invites the PhD student to provide additional explanations, if possible during a personal meeting, and provides a motivated recommendation to the IOB Board. IOB-DC members who are part of the IDC do not participate in the meeting with the PhD student. The ombudsperson is invited to participate in this meeting. The IOB-DC does not need to invite the PhD student if they themselves indicate in the progress report that they wish to discontinue the PhD.

Article 29. The IOB-DC evaluates the annual progress regarding the activities undertaken in the context of the doctoral training and reports this to the IOB Board.

If a PhD student has not completed the doctoral study programme or the compulsory online course 'Mind the Gap' within the required timeframe, the IOB-DC provides a negative assessment.

If a PhD student does not submit a progress report regarding the doctoral training or submits it late, the IOB-DC provides a negative assessment, unless the PhD student has already demonstrated their completion of the doctoral training in accordance with the requirements of Article 21.

Article 30. In the case of a negative assessment by the IDC under Article 28 or a negative assessment by the IOB-DC under Article 29:

1. the PhD student is, pending a final decision, not allowed to re-enroll for the ongoing PhD;
2. the IOB Board provides advice to the IDC on the continuation or termination of the PhD. The IDC may decide to refuse further enrollment. The PhD student can appeal against the decision of the IDC as provided in the UA general doctoral regulations.

VI. Thesis and Defence

Article 31. The thesis must meet the criteria mentioned in Article 11. The IDC and the doctoral jury assess whether the thesis complies with these criteria.

Article 32. The PhD student initiates the procedure that, potentially, leads to the defence of the thesis by submitting the draft version to the chairperson of the IDC, in consultation with the supervisor(s). Within 5 working days after receipt, the chairperson of the IDC distributes the draft thesis among the members of the IDC.

Article 33. Within 4 weeks of receiving the draft thesis, the IDC assesses whether it meets all the criteria mentioned in Article 11 and decides whether the draft thesis is of sufficient quality to proceed to the pre-defence. The IDC chair informs the PhD student on the IDC assessment without delay.

The IDC can make a positive assessment, with or without additional suggestions for limited adjustments, or a motivated negative assessment.

A positive assessment means that the IDC agrees to the submission of the draft thesis for pre-defence. In this case, the PhD student submits the draft thesis, together with the application for the public defence, to the chairperson of the doctoral jury. The chair of the doctoral jury distributes the draft thesis to all jury members without delay.

A negative assessment means that the PhD student may not yet submit the draft thesis to the doctoral jury.

Article 34. The doctoral jury examines the (draft) thesis, first during a non-public pre-defence, and then, if the PhD student is admitted, during a public defence.

Article 35. The IOB Board appoints, after the completion of the doctoral training by the PhD student and on the advice of the IOB-DC, the chairperson and members of the doctoral jury. The doctoral jury consists of a minimum of 5 and a maximum of 8 members, namely the entire IDC and two or three additional members. All members of the doctoral jury hold a doctoral degree. At least three members of the doctoral jury are external to the University of Antwerp. At least two members of the doctoral jury are not members of the IDC and are not directly involved in the doctoral research. The chairperson is a member of the IOB ZAP.

The doctoral jury strives for consensus. If no consensus is reached, the doctoral jury decides by a simple majority vote. Each member has one vote, unless there are multiple supervisors. In the case of multiple supervisors, they have one vote together. Proxy voting is not allowed.

Article 36. The pre-defence takes place within 6 weeks after the distribution of the draft thesis to the jury members. The pre-defence can only take place if at least two-thirds of the members of the doctoral jury are present, possibly via teleconferencing, of which at least two members who are not involved in the doctoral thesis (either as members of the IDC or as co-authors of a chapter).

The chair of the doctoral jury decides whether the pre-defence starts with a presentation of the draft thesis by the PhD student or not.

At the end of the pre-defence, the doctoral jury decides whether the PhD student may proceed to the public defence of the draft thesis. The doctoral jury may decide that the PhD student may proceed to the public defence on the condition that certain substantive or formal adjustments are made. After these adjustments, the doctoral jury decides whether the draft thesis can be publicly defended.

If the doctoral jury does not permit proceeding to the public defence, a new pre-defence must take place.

Article 37. If the doctoral jury agrees to a public defence, the chairperson of the doctoral jury informs the chairperson of the IOB and the chairperson of the IOB-DC. The PhD student also informs the Registrar's Office.

The PhD student submits the final thesis to the chairperson of the doctoral jury and to the IOB administrative secretariat of the PhD. The chairperson of the doctoral jury distributes the thesis to the members of the doctoral jury without delay. Prior to the public defence, the PhD student submits the thesis to the University Library of the University of Antwerp, in accordance with Article 40 of the UAntwerp general doctoral regulations.

The public defence can take place no earlier than 3 weeks after the doctoral jury's decision has been communicated to the Registrar's Office by the PhD student. A date must be selected for the defence within 6 weeks of the communication of the jury's decision. The public defence should take place within a reasonable time period.

At least 3 weeks in advance, the PhD student, also in the case of an incoming joint PhD, must notify the date of the public defence to the IOB administrative secretariat of the PhD.

Article 38. Half an hour before the actual public defence, the doctoral jury is convened by the chairperson of the doctoral jury. During this preliminary discussion, the secretary is appointed. The public defence of the thesis consists of the following elements:

- a brief presentation of the thesis by the PhD student;
- questions by the members of the doctoral jury and answers by the PhD student;
- questions by the audience;
- deliberation by the doctoral jury;
- in case of a successful defence: proclamation by the chairperson of the doctoral jury;
- in case of a successful defence: laudatio by the supervisor(s).

The defence lasts a maximum of two hours and can only take place if at least two-thirds of the members of the doctoral jury are present, possibly via teleconferencing, of which at least two members who are not involved in the doctoral thesis (either as members of the IDC or as co-authors of a chapter).

VII. Final Provisions

Article 39. These additional regulations – as well as the amendments made by the IOB Board – immediately apply to all ongoing PhD's unless otherwise provided in the final provisions.

Article 40. The obligation to follow the online course 'Mind the Gap', as mentioned in Article 21, applies only to PhD students whose first enrollment dates from the academic year 2022-2023 or later.

Annex: Credit table doctoral training per competence category

This table should be read in the context of the UAntwerp general doctoral regulations and the additional regulations, both of which take precedence over the table. The table in no way affects the obligations and rights of the PhD student as outlined in the regulations.

Competence category	Activity	Credits (max 15 per category)	Suggestion Type of Activity in SisA
A. Research skills and techniques	Doctoral study programme (DSP) Compulsory courses: min 6 ECTS for advanced theoretical course(s) and 6 ECTS for advanced methodological course(s)	Credits are awarded by the university or the institute of the course concerned; number of ECTS = number of credits	1
	Other courses outside the DSP	0,5 credit, max 1	1
B. Research environment	Compulsory online course 'Mind the GAP' (Good Academic Practices) taken before 15 August of the first academic year of the doctoral training (applicable to students with first enrolment in academic year 2022-2023 or later)	1 credit	1
	Publications Min. 3 credits must be obtained from a peer-reviewed publication A total maximum of 9 credits can be obtained for publications CERES/EADI ratings: <u>Refereed journal articles and book publications</u> A: journal articles in Web of Science with a relatively high citation index; and books or book chapters from publishers with >500,000 hits in Google Scholar B: other journal articles in Web of Science; and books or book chapters from publishers with 50,000-500,000 hits in Google Scholar C: other refereed journal articles (not in Web of Science), and books or book chapters from publishers with 1,000-50,000 hits in Google Scholar	- Author or co-author of a CERES A/B journal article or book chapter or (co)editor of an A/B book or thematic issue of an A/B journal = 6 credits* - Author or co-author of a CERES C journal article or book chapter or IOB Discussion Paper or a working paper from a renowned institute (World Bank, UNU-WIDER,...) or (co)editor of a C book or thematic edition of a C journal = 3 credits* - Author or co-author of a CERES D journal article / book chapter or working paper or (co)editor of D book = 1,5 credits*	3

	<p><u>Non-refereed journal articles and book publications</u></p> <p>D: published for an academic public</p> <p>E: mainly published for a non-academic public</p> <p>* Author/co-author of book > 100 p. = 3 articles (e.g. one CERES C authored book = 9 credits)</p>	<p>- Book review in CERES A-B-C journal = 0,5 credit</p> <p>- Publication for a general audience (magazine article, blogpost, newspaper op-ed, IOB Policy Brief,...) = 0,5 credit</p>	
	Other reviews	0,5 credit, max 1	3
	Participation in consultancies with substantial contribution	1 credit, max 3	3
	Member of boards of relevant organisations	0,5 credit, max 1	2
	Member of IOB commissions and/or board	0,5 credit, max 1	2
	Active participation in elaboration of research proposals	0,5 credit, max 1	5
	Other courses outside the DSP	0,5 credit, max 1	1
C. Research management	Planning and implementation of field research	0,5 credit, max 2	1
	(Co)-organisation of scientific conference/event	0,5 credit, max 1	4
	Other courses outside the DSP	0,5 credit, max 1	1
D. Personal effectiveness	(Co)-tutoring IOB or other students (education, master dissertation)	0,5 credit/module, max 2	2
	Active participation in research institutes/networks outside IOB	0,5 credit, max 1	2
	Active participation in social events, student trips, etc.	0,5 credit, max 1	4
	Other courses outside the DSP	0,5 credit, max 1	1
E. Communication skills	Presentation of own research in doctoral seminar (cfr. article 24)	3 credits, max 3	4
	Teaching of courses (exercises, seminars, etc.)	1 credit, max 3	2
	Evaluation of masters dissertations	0,5 credit, max 1	2
	Presentations at international conferences and other scientific events	Papers given at academic conferences with peer review of paper or as invited speaker (3 credits)	4

		Papers given at academic conferences or meetings without peer review (1,5 credits) Posters given at academic conferences (1 credit)	
	Participation in activities for a general audience	0,5 credit, max 1	4
	Panel organizer at academic conferences	1,5 credits	4
	Discussant at international conferences and other scientific events	0,5 credit, max 1	4
	Authoring a scientific website (university or research institute) or blog	0,5 credit, max 1	4
	Language courses	0,5 credit, max 0,5	1
	Other courses outside the DSP	0,5 credit, max 1	1
F. Networking & teamworking	Member of editorial team	0,5 credit, max 0,5	3
	Research stay at institutes other than IOB	0,5 credit, max 1	1
	Active cooperation in group research	0,5 credit, max 1	3
	Coordinating international research team (field work, specific research)	1 credit, max 1	2
	Active membership of relevant organisations	0,5 credit, max 1	2
	Other courses outside the DSP	0,5 credit, max 1	1
G. Career management	Internship in non-academic environment	0,5 credit, max 1	1
	Participation information sessions career after the PhD	0,5 credit, max 0,5	1
	Other courses outside the DSP	0,5 credit, max 1	1