

TRAINING AND SUPERVISION PLAN

FOR EXTERNAL PHDs AT THE LAW SCHOOL OF
LEIDEN UNIVERSITY

VERSION 24 MAY 2019

Name external PhD	
Supervisors (thesis director)	1 2 (if applicable)
Co-supervisor (co-director)	
Daily supervisor	
Topic of PhD research <i>This will appear on the Faculty website; Therefore please indicate the research topic both in Dutch and in English.</i>	
Research programme	
Department where external PhD is appointed	
External position	
Starting date first appointment period	
End date first appointment period	
Anticipated end date total appointment period	
Anticipated month and year of first performance review	
Version history <i>Please record here all versions - Vx(yy-mm-dd)</i>	<i>V1(18-mm-dd), V2(19-mm-dd), etc.</i>

Activities of an external PhD

The external PhD's activities mainly consist of research but it may involve training as well.

1. Research activities

1.1 Research Plan

Please provide here some details of your proposed research including for example research question and sub-questions.

2.2 Academic Integrity

The external PhD hereby attests to the honesty of his or her academic work and affirms that it will conform to the standards of the Leiden University Regulations on Academic Integrity.

Members of the Leiden University community commit themselves to adhere to the principles of academic integrity: honesty and scrupulousness, reliability, verifiability, impartiality and independence. Plagiarizing, misrepresenting the ideas or language of others, falsifying data, or any other instance of academic dishonesty violates these standards, as well as the standards of the wider world of learning and affairs.

See: <https://www.universiteitleiden.nl/en/research/quality-and-integrity/academic-integrity>

2.3 Data Management

The external PhD is acquainted with the Leiden University Regulation Data Management

Leiden University has adopted a Regulation for Data Management. The main general requirements are :

- all research projects must have a Data Management Plan (DMP) before they start
- research data must be stored securely during research
- after the project research data must be managed in such a way that they are findable, accessible, assessable, re-usable and sustainable
- data must be archived according to international guidelines for at least 10 years

2.4 Supervision

The first supervisor and co-supervisor are expected to speak with the external PhD at least once a month about the progress of the PhD research. Please indicate below what kind of meeting arrangements or work agreements have been made about the supervision. Also, provide a short overview of key expectations (of both yourself and your supervisors), and/or the key topics that will be discussed throughout the PhD period.

Meeting arrangements / work agreements:

Supervision:

–
–

Division of tasks:

–
–

Meeting planning: Dec, Feb, etc.

Key expectations:


<p>External PhD:</p> <ul style="list-style-type: none">—— <p>Supervisors:</p> <ul style="list-style-type: none">——
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Key responsibilities:

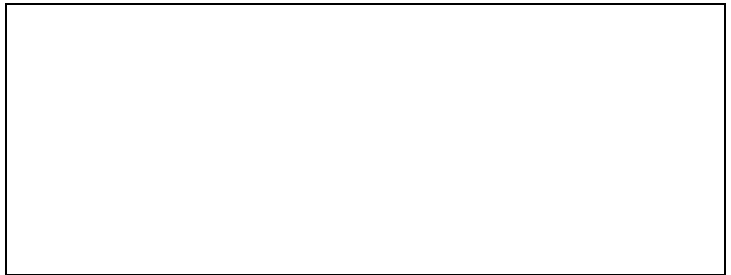
<p>External PhD:</p> <ul style="list-style-type: none">—— <p>Supervisors:</p> <ul style="list-style-type: none">——
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Signatures

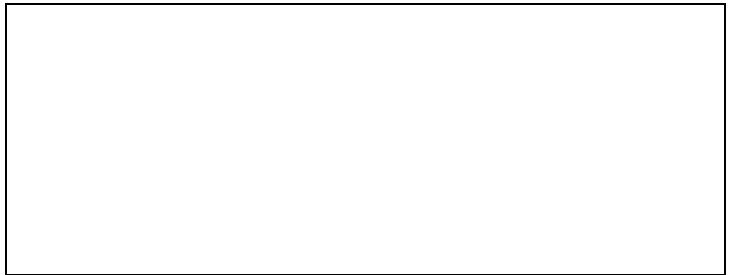
Date:
External PhD:



Date:
Supervisor:



Date:
Co-supervisor:



Date:
Dean of PhD Studies



APPENDIX 1: PLANNING

ACTIVITIES	Year 1 (20xx-20xx)		Year 2 (20xx-20xx)		Year 3 (20xx-20xx)		Year 4 (20xx-20xx)	
	Sept.-Feb.	Mar.-Aug	Sept.-Feb.	Mar.-Aug	Sept.-Feb.	Mar.-Aug	Sept.-Feb.	Mar.-Aug
RESEARCH								
The dissertation								
Chapter 1	xxx hours							
Feedback from supervisors on Chapter 1		x						
Revisions on Chapter 1		xxx hours						
Chapter 2		xxx hours						
Feedback from supervisors on Chapter 2		x						
Revisions on Chapter 2			xxx hours					
Etc.								
Conclusion								
PhD planning								
First-year review			x					
Submission of first full draft to supervisors							x	
Revision of thesis pursuant to feedback							xxx hours	xxx hours
Submission of manuscript								x
PhD defence								x
Research total per semester	xxx hours	xxx hours	xxx hours	xxx hours	xxx hours	xxx hours	xxx hours	xxx hours
Research total	xxx hours							
TRAINING								
Training total per semester	xxx hours	xxx hours	xxx hours	xxx hours	xxx hours	xxx hours	xxx hours	xxx hours
Training total	xxx hours							