

TRAINING AND SUPERVISION PLAN

FOR EXTERNAL PHDs AT THE LAW SCHOOL OF LEIDEN UNIVERSITY

VERSION 25 JUNE 2021

To be returned to the mailbox phd@law.leidenuniv.nl at the latest 6 months after the starting date of the research

Name external PhD	
Supervisors (thesis director)	1 2 (if applicable)
Co-supervisor (co-director)	
Daily supervisor	
Division Doctorate Premium¹	
Starting date research (registration at the Graduate School of Leiden Law School)	
Month and year of first performance review (between year 1² and 2³ after starting date)	

1. Training and other ancillary activities

During the PhD you will learn to develop your research (and yourself as a researcher) in different ways:

- a. Gaining experience (in carrying out research, in writing about this research, in teaching or other academic activities);
- b. Supervision by the thesis supervisor and any other supervisors;
- c. Learning from other researchers (and possibly practicing lawyers) in The Netherlands or elsewhere in the world;
- d. Following seminars, courses, training, etc.

¹ In the case of supervision where one of the (co)supervisors is affiliated to a different faculty or university, it is customary to divide the doctorate premium. Considering the costs made by the Faculty for PhD candidates who carry out their research in Leiden (requiring desk space, registration, quality control etc.) an initial proposal is made for a 75-25% division. This can be different provided it is explicitly agreed at the start of the PhD. Account should be taken of the fact that the doctorate premium will only be paid to the other university after two years.

² In case the external PhD candidate works more than 3 days a week on the research the first performance review can be set in year 1.

³ In case the external PhD candidate works less than 3 days a week on the research the first performance review can be set in year 2.

With regard to coursework and training, you will decide on your specific training need in consultation with your supervisors. Please note that most of the courses involve costs. In such cases, the head of department's approval of these costs is needed prior to registration for the course.

As external PhD there is no mandatory training requirement except for the training [Scientific Conduct](#) that includes the online course Scientific Conduct

<https://rise.articulate.com/share/j52BzUxG6WbNmQhGVUnwOhVWj7ZVrqWR#/>

The Scientific Conduct course is free of charge.

Leiden University and the Leiden Law School offer a wide range of useful training opportunities. More information can be found on the page [courses and training programme](#).

Please indicate below, if applicable, any coursework or training that is foreseen or completed.

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>

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

Leiden Data Management template and regulations are available at

<https://www.library.universiteitleiden.nl/researchers/data-management>

4. Supervision

The first supervisor and co-supervisor are expected to discuss? with the external PhD regularly 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 the candidate and the supervisors, and/or the key topics that will be discussed throughout the PhD period.

Meeting arrangements / work agreements:

Supervision:

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Division of tasks:

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Meeting planning: Dec, Feb, etc.

Key expectations:

External PhD:

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Supervisors:

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Key responsibilities:

External PhD:

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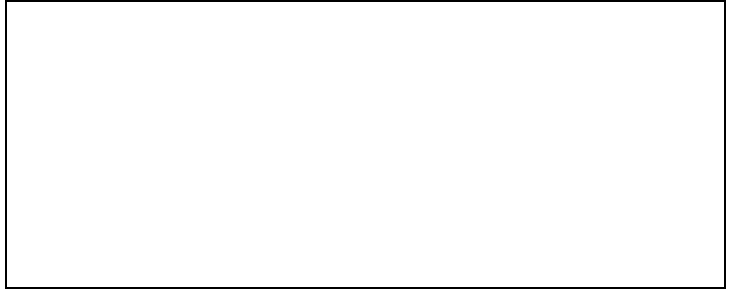
Supervisors:

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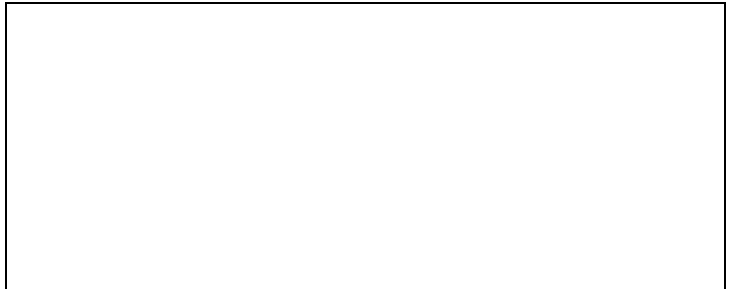
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Signatures

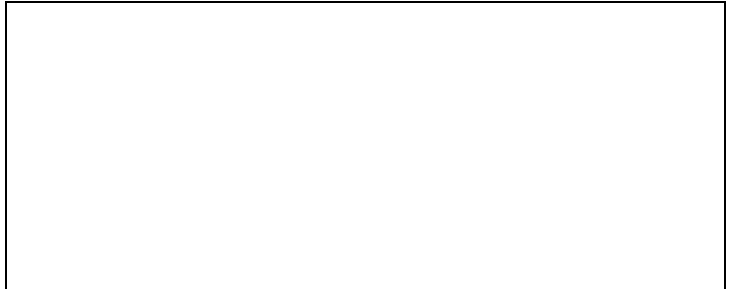
Date:
External PhD



Date:
Supervisor:



Date:
Co-supervisor:



Date:
Dean of PhD Studies:

