 

Checklist for PhD Students

Name, first name: ................................................................................................................... Matriculation number: .............................................. Registration Date: ............................ GAUSS Program: ...................................................................................................................

# Thesis Committee

Supervisor 1 (name and institution): ......................................................................................

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Supervisor 2 (name and institution): ......................................................................................

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If applicable: Supervisor 3 or instructor (name and institution): ............................................

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Doctoral project: .....................................................................................................................

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# Confirmation of annual progress report and thesis committee meeting

Report 1 and subsequent discussion took place within 6 months:

Date and signature of the members of the Thesis Committee

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Report 2 and subsequent discussion took place:

Date and signature of the members of the Thesis Committee

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Report 3: and subsequent discussion took place:

Date and signature of the members of the Thesis Committee

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(If applicable) Report 4 and subsequent discussion took place:

Date and signature of the members of the Thesis Committee

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(If applicable) Report 5 and subsequent discussion took place:

Date and signature of the members of the Thesis Committee

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**Proof of Performance**

This list of achieved credits should be updated regularly and used to confirm completed credits. Students can extend the table as needed by adding rows under each module category.

**Proof of Performance** (C = Credits, Sem = Semester)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Module 1: Acquiring knowledge of and reflecting on research (4C): | | | | |
| **Name of colloquium/seminar etc.** | **Sem** | **C** | **Instructor** | **Signature** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Module 2: Subject and methodological basics (4C): | | | | |
| **Name of course** | **Date** | **C** | **Supervisor** | **Signature** |
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| Module 3: Scientific teaching (4C): | | | | |
| **Name of course/supervision** | **Sem** | **C** | **Supervisor** | **Signature** |
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| Module 4: Scientific communication (4C): | | | | |
| **Name of conference** | **Date** | **C** | **Supervisor** | **Signature** |
|  |  |  |  |  |
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|  |  |  |  |  |
| Modul 5: Key competencies (4C): | | | | |
| **Name of course** | **Sem/**  **Date** | **C** | **Instructor** | **Signature** |
| Good scientific practice (Mandatory) |  |  |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |

Evidence of earned credits must be provided!

**Confirmation for the registration to the examination**

Name and Institute of the signatory: ....................................................................................

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It is herewith confirmed that

Mr./Ms. ................................................................................................................................... from ........................................................................................................................................

achieved all credits necessary for the completion of her/his doctoral studies according to the regulations.

Date: .......................

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Dean of studies or authorized representative