



**For internal use only**

Date checkend:

Additional requierements: Yes

No

Approved by (stamp):

**Provisional Confirmation of Supervision**

Subject to admission to doctoral study by the Student Services office

**Applicable Regulations**

Ordinance on the Conferral of a Doctorate at the University of Zurich Faculty of Arts an Social Sciences of 1 October 2018 (PromVO) and the accompanying doctoral program regulation (DO), in particular:

- Consent to supervision from two professors: § 7 PromVO
- Entitlement to supervise and confer a doctorate: §§ 8–10 PromVO
- Composition of supervisory committee: § 11 PromVO
- Roles and responsibilities of supervisors: §§ 12–14 PromVO
- Admission to doctoral studies: § 3 DO

**Personal Information**

Salutation:

First name:

Last name:

Email:

Swiss matriculation no. (if available):

Already matriculated at UZH this semester:

**General Information on Doctorate**

Master's level qualification:

Country obtained (if outside UZH):

Subject of doctorate:

Starting semester:

Year:

Cotutelle (joint doctorate):

Partner university:

City:

Country:

Cooperative doctorate:

Name of cooperative doctorate:



### **Information on Supervisory Committee**

#### **Principal Supervisor**

Salutation:

Title:

First name:

Last name:

Institute/department:

Division:

Status at PhF:

Email:

#### **Co-Supervisor**

Salutation:

Title:

First name:

Last name:

Institute/department:

Status at PhF:

Email:

*If co-supervisor university-external:*

University:

Country:

University of teacher education/applied sciences:

Additional co-supervisors can be registered with the doctoral agreement at the graduate school



**Additional Requirements (optional, max. 60 ECTS credits)**

	<b>Module number</b>	<b>Module title</b>	<b>No. of ECTS credits</b>
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

**Important Information**

The undersigned undertake to comply with the provisions of the applicable ordinance and doctoral program regulation (PromVO and DO), and are cognizant of the following in particular:

- The supervisory committee supervises doctoral candidates from admission until submission of the application for doctoral commission constitution (§ 12 para 1 PromVO).
- A doctoral agreement must be submitted to the graduate school within 16 weeks of the approval of the provisional confirmation of supervision.
- The doctoral agreement must be updated at least once a year. This involves discussing and reviewing the previous year's agreements and defining the next steps (including coursework) for the coming year. Minutes are kept of this discussion; these minutes are an integral part of the doctoral agreement, and must be submitted via the graduate school's online services for doctoral candidates (§ 17 para 1 PromVO). Please note that the supervisory committee must be involved (§ 16 para 2).
- The maximum duration of doctoral studies is six years. This period begins with admission to doctoral studies and ends with conferral of the doctoral degree following publication of the thesis (§ 20 and § 48 PromVO).
- Doctoral candidates are obliged to inform themselves about all matters relevant to their doctorate, in particular the rules and deadlines that apply to them personally (§ 21 para 2 PromVO).
- In the event of a switch to another PhD subject, a new provisional confirmation of supervision must be submitted to the graduate school.

**Signatures**

Place and date: \_\_\_\_\_

Signature of doctoral candidate: \_\_\_\_\_

Signature of principal supervisor: \_\_\_\_\_

Signature of co-supervisor: \_\_\_\_\_



## **Approval of Provisional Confirmation of Supervision**

The provisional confirmation of supervision must be scanned and emailed to the graduate school for approval ([graduiertenschule@phil.uzh.ch](mailto:graduiertenschule@phil.uzh.ch)).

Only once it has been approved by the graduate school can the actual application be made to the Student Administration Office/Admissions Office. There is no general entitlement to admission (§ 7 PromVO).

### **Application**

#### *Applicants already matriculated at UZH*

Applicants who have done a master's at the UZH Faculty of Arts and Social Sciences and are still matriculated must upload the provisional confirmation of supervision approved by the graduate school under "My requests" section of the student portal to apply for a change of study level.

#### *Applicants not matriculated at UZH*

See <https://www.uzh.ch/cmsssl/en/studies/application/apply.html>

### **Admission**

Without admission to doctoral studies by the Student Services office (including university degree check), no legal entitlement can be assumed on the basis of this confirmation of supervision.