

Registration for Qualifying Exam under the PhD programme

This form must be submitted to GSTS 6 weeks prior to the qualifying exam, i.e. 3 weeks prior to the planned submission deadline of the progress report.

STUDENT PART

Name:		Student number:	
Programme/Dept.:		Enrolment based on:	Bachelor's degree <input type="checkbox"/> Master's degree <input type="checkbox"/>

Course activity

<p>PhD courses: All PhD students must complete PhD courses or similar subject elements totalling minimum 28 and maximum 31 ECTS credits. NB: All 28-31 ECTS credits must be registered in MyPhD as passed or planned before registering for the qualifying exam.</p>	<p>Yes <input type="checkbox"/> All my PhD courses have been registered in MyPhD clearly indicating - The number of ECTS for each course - If the course is completed, In progress or planned</p>
<p>Master's courses (if enrolled based on a Bachelor's degree): You can find a link for the contract generator at the GSTS website. Heads of Master's programme can be found here.</p>	<p>Yes <input type="checkbox"/> I have uploaded an up-to-date and approved version of the Master's contract in MyPhD.</p>

Science Teaching

It is mandatory for **all** PhD students to take the course Science Teaching and [local follow-up activities](#).

<p>Yes <input type="checkbox"/> I have taken the Science Teaching course and follow-up activities in the semester:</p>	<p>Yes <input type="checkbox"/> I have planned to take the Science Teaching course and local follow-up activities in the semester:</p>
---	---

Research environment

All PhD students must participate in active research environments, including visits to other (mainly foreign) research institutions and/or private research enterprises for a period of at least three months. If you have not already fulfilled this requirement, please make a plan with your supervisor and indicate the approximate plan below and in MyPhD.

<p>Yes <input type="checkbox"/> I have planned a stay abroad at</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p>For the period:</p>	<p>Yes <input type="checkbox"/> I have completed a stay abroad at</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p>For the period:</p>
--	--

Dissemination

All PhD students must gain experience in dissemination (e.g. teaching, supervision, public outreach). If you have not already fulfilled this requirement, please make a plan of how to do so with your supervisor.

Yes
 I have updated my PhD plan in MyPhD with dissemination activities/ plans for dissemination activities.

Deadline for submission of progress report (date):			
<input type="checkbox"/> Yes, I hereby confirm that I have filled in the form, including the sections regarding course activity, stay abroad and dissemination.			
Date:		PhD student's signature:	
RESERVED FOR MAIN SUPERVISOR, HEAD OF PROGRAMME AND GSTS			
Registration	Recommended <input type="checkbox"/> Not recommended <input type="checkbox"/> (statement enclosed)		
The oral exam			
Date:		Time:	Place:
External examiner			
Academic title:		Name:	
Department:		University:	
E-mail address:		Non-EU/EAA citizen?	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>If the PhD student is enrolled based on a Bachelor's degree (with credits, if any), the external examiner:</p> <ul style="list-style-type: none"> - Must be from the list of external examiners (Click on 'Bodies of external examiners') - Must not be employed at AU and must not have been employed at AU during the last two years <p>If the PhD student is enrolled based on a Master's degree, the external examiner may be employed at AU, but not at the Faculty of Technical Sciences.</p>			
Yes <input type="checkbox"/> In case of the above, I have checked that the external examiner is registered on the list of external examiners.		Yes <input type="checkbox"/> In case of the above, I have checked that the external examiner is not employed at AU and has not been employed at AU during the last two years.	
Internal examiner(s), main supervisor and co-supervisor(s), the latter if participating in the exam			
Internal examiner(s) – title and name:			
Main supervisor – title and name:			
Co-supervisor(s), if participating in the exam – title and name:			
Approval of the PhD student's planned and/or completed course activity, stay abroad and registration			
<p>Yes, I have checked the student's PhD plan in MyPhD with regard to passed and planned courses, documentation of courses, research stay and dissemination.</p> <p>Please either sign the form or send an e-mail approval to the head of programme and the PhD partner at GSTS.</p>			
Date:		Main supervisor's signature:	
Date:		Head of programme's signature:	