

Registration for Qualifying Exam under the PhD programme

This form must be submitted to GSNS 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:	
PhD Programme:		Enrolment based on:	Bachelor's degree ☐ Master's degree

Course activity

PhD courses: All PhD students must complete PhD courses totaling 30 ECTS credits. NB: All 30 ECTS credits must be registered in MyPhD as passed or planned before registering for the qualifying exam	Yes ☐ 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
Master's courses (if enrolled based on a bachelor's degree): You can find a link for the contract generator at the GSNS website . Heads of master's programme can be found here .	Yes ☐ I have uploaded an up-to-date and approved version of the master's contract in MyPhD.

Science Teaching

All PhD students who have teaching obligations as a part of either their employment as a PhD fellow or as a student teacher must have taken the course Science Teaching.

Yes ☐ Please state which semester you attended the course:	Yes ☐ Please state which semester you plan to attend the course:	No ☐ I do not have teaching obligations
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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 plan with your supervisor and indicate the approximate plan below and in MyPhD.

Yes ☐ I have planned a stay abroad at For the period:	Yes ☐ I have completed a stay abroad at For the period:
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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):			
☐ 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 GSNS			
Registration	Recommended ☐ Not recommended ☐ (statement enclosed)		
The oral exam			
Date:		Time:	Place:
External examiner			
Academic title:		Name:	
Department:		University:	
E-mail address:		Non-EU/EEA citizen?	Yes ☐ No ☐
If the PhD student is enrolled based on a bachelor's degree (with credits, if any), the external examiner: - Must be from the list of external examiners (Click on 'Bodies of external examiners') associated with the master's degree programme from which the PhD student graduates - Must not be employed at AU and must not have been employed at AU during the last two years 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 Natural Sciences.			
Yes ☐ In case of the above, I have checked that the external examiner is registered on the list of external examiners.		Yes ☐ 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			
Yes, I have checked the student's plan in MyPhD with regard to passed and planned courses, documentation of courses, research stay and dissemination. Please either sign the form or send an e-mail approval to the head of programme and the PhD partner at GSNS.			
Date:		Main supervisor's signature:	
Date:		Head of programme's signature:	