

## 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 deadline for submission of the progress report.

### STUDENT PART

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

### Course activity

<p><b>PhD courses:</b> All PhD students must have <u>approx. 30 ECTS</u> PhD courses. If not all the approx. 30 ECTS have been passed or planned before registering for the qualifying exam, planned courses for the remaining ECTS must be registered in the planner system.</p>	<p><b>Yes</b> <input type="checkbox"/> All my PhD courses have been registered in the PhD Planner clearly indicating - The number of ECTS for each course - If the course is completed, In progress or planned</p>
<p><b>Master's courses (if enrolled based on a Bachelor's degree):</b> You can find a link for the contract generator at the GSNS <a href="#">website</a>. Heads of Master's programme can be found <a href="#">here</a>.</p>	<p><b>Yes</b> <input type="checkbox"/> I have uploaded an up-to-date and approved version of the Master's contract in the Planner system.</p>

### 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.

<p><b>Yes</b> <input type="checkbox"/> I have taken the Science Teaching course in the semester:</p>	<p><b>Yes</b> <input type="checkbox"/> I have planned to take the Science Teaching course in the semester:</p>	<p><b>No</b> <input type="checkbox"/> I do not have teaching obligations</p>
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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. If you have not already fulfilled this requirement, please make a plan with your supervisor and indicate the approximate plan.

<p><b>Yes</b> <input type="checkbox"/> I have planned a stay abroad at _____ For the period: _____</p>	<p><b>Yes</b> <input type="checkbox"/> I have completed a stay abroad at _____ For the period: _____</p>
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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.

<p><b>Yes</b> <input type="checkbox"/> I have updated my PhD plan with dissemination activities/ plans for dissemination activities.</p>
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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:	
<b>RESERVED FOR MAIN SUPERVISOR, HEAD OF PROGRAMME AND GSNS</b>			
Registration	Recommended <input type="checkbox"/> Not recommended <input type="checkbox"/> (statement enclosed)		
<b>The oral exam</b>			
Date:		Time:	Place:
<b>External examiner</b>			
Academic title:		Name:	
Department:		University:	
E-mail address:		Non-EU/EAA citizen?	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>If the PhD student is enrolled based on a Bachelor's degree (with credits, if any), the external examiner:</b> <ul style="list-style-type: none"> <li>- Must be from the <a href="#">list of external examiners</a> (Click on 'Bodies of external examiners')</li> <li>- Must not be employed at AU and must not have been employed at AU during the last two years</li> </ul>			
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.	
<b>Internal examiner(s), main supervisor and co-supervisor(s), the latter if participating in the exam</b>			
Internal examiner(s) – title and name:			
Main supervisor – title and name:			
Co-supervisor(s), if participating in the exam – title and name:			
<b>Approval of the PhD student's planned and/or completed course activity, stay abroad and registration</b>			
Yes. I have checked the student's plan in the Planner system 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:	