

As a PhD student in the BIGS chemistry you have to fulfil the following duties:

- 1.** Please name **two mentors** of your work. The first mentor should naturally be your PhD supervisor. You have the free choice among the professors of our department for your second mentor. It may be smart to choose a person that will eventually be a member of your PhD examination committee.
- 2.** Once you have found both mentors, the three of you should meet and **discuss your PhD project** and the methods to be used. This meeting should take place before the end of May. After the initial meeting, further meetings are to take place on an **annual basis**. To this end, you will have to write a short **progress report**. It is the duty of the PhD student to fix the dates and to organize the meetings. A copy of the progress report has to be submitted to the BIGS Chemistry office.
- 3.** Each semester, you should attend **six lectures of the official program** (GDCh and colloquia at the Institutes). Please have your attendance confirmed by the organizers.
- 4.** During your doctoral studies, you should attend **a lab course** in another group of the department that lasts at least one week. You can choose the group at your will. Please contact the group leader for available lab courses.
- 5.** You will have to participate in **two 'method courses'** during your doctoral studies, for example Promotion plus^{BIGS}-courses, Promotion plus courses, or BIGS Chemistry lectures announced in "Courses" on the website.
- 6.** Finally, you are expected to participate in an **international meeting** related to the topic of your PhD work and present your research to a broader audience. Please get in touch with your supervisor on this issue.

All fulfilled duties have to be recorded in a form which must be sent to the BIGS Chemistry office at the end of each term or at the end of your doctoral studies, respectively.