GEORG-AUGUST-UNIVERSITÄT GÖTTINGEN

GAUSS Georg-August University School of Science

Thesis Advisory Committee Meetings

At least **three thesis advisory committee (TAC) meetings and progress reports** are **mandatory** during doctoral studies within GAUSS (TAC Meetings shall be held in presence, but can be video-based):

1st meeting (within the first 6 months):
First evaluation of the progress. Re-evaluation of the topic and the experimental approach.
Advice on individualized training schedule if required.

We would encourage you to familiarize yourself with the "Expectations of Research Supervision" questionnaire and to discuss it with your supervisor well before the first TAC Meeting. It can provide a valuable basis for an effective working relationship throughout your doctoral studies.

2nd meeting (after 18 months):
Evaluation of the progress with regard to the potential for publication.
Advice on individualized training schedule if required.

3rd meeting (after 30 months):
Evaluation of the progress with regard to project completion and submission of the thesis. At this meeting, a timeline for the remaining experiments needs to be agreed upon between the student, the supervisor and the other TAC members.
If necessary, a decision on the application for an extension should be taken at this meeting (for further information see the Handout on Thesis Extension).
Discuss possible members of the examination board for the oral examination (thesis defense).

Additional meetings: Mandatory in the case of an extension of thesis beyond 3.5 years. A detailed schedule until the submission of the thesis has to be drafted.

Students whose lab moved to Göttingen: The first **thesis advisory committee meeting plus progress report** in Göttingen has to be held as soon as possible but no later than 3 months after admission. Further meetings plus progress reports have to be held every 12 months thereafter (respectively 6 months for each extension beyond 3.5 years).

Important:

It is recommended that the student and the advisor meet individually with the other thesis advisory committee members to briefly discuss their perspectives on the status of the project and voice any possible concerns immediately before or after each meeting.

Approximately 1 week prior to each meeting, the PhD student needs to submit a **written progress report** (1-2 pages) to the thesis advisory committee members.
Please use the **templates** for the title pages of your annual progress reports.
You can scan your performance record (Leistungsnachweis) before the meeting to include it in your progress report. Based on this, the PhD student should discuss his/her choice of further methods and skills courses with the thesis committee.