INTERNATIONAL PHD PROGRAM IN BIOMEDICINE
GUIDELINES for DBM PhD Students (Dr. phil.)
For PhD students matriculated from HS2016 on: NEW

These guidelines apply for every PhD student at the DBM who enrolls his or her PhD at the Faculty of Science of the University of Basel. Many novelties of the new Promotionsordnung (doctoral degree regulations – in German only) of the Faculty of Science are already part of the DBM PhD Program. Changes are primarily on the level of administration. The paragraphs refer to the new Promotionsordnung where details are described.

Requirements (Summary):

I. Very good command of spoken and written English (Cambridge level C2 or equivalent)

II. The Master degree/diploma of the applicant must be approved by the University of Basel (Student Services). The Master degree must qualify for the PhD subject. §4

III. The applicant must be matriculated at the University of Basel. §5

IV. The first or second supervisor has to be acknowledged within the dissertation topic. §4

V. Every PhD student has to form a Doctoral Committee (also called PhD advisory committee PaC); it consists of the first supervisor, a second supervisor, and at least one additional external expert. Both supervisors have to be recognized by the Faculty of Science. §9

VI. The PhD agreement must be signed by the first and second supervisor, the PhD student and by the DBM PhD coordinator* no later than 3 months after matriculation.

PhD Program Guidelines (in detail):

1) PhD students at the DBM are expected to finish their thesis within 3-4 years.

2) Salaries are according to the standards of the Swiss National Science Foundation.

3) Contracts between the DBM and the PhD students will be renewed on a yearly basis.

4) Each student selects a PhD advisory Committee (PaC, also called Doctoral Committee) at the beginning of the PhD. The PaC consists of the first and second supervisor, and a minimum of one additional external expert. The external expert has to be affiliated with an Institution outside of the University of Basel (§9). The second supervisor or one of the external experts (not the first supervisor) acts as the committee Chair. The PhD agreement must be signed by the first and second supervisor, the PhD student and by the DBM PhD coordinator* after matriculation.

5) PhD students meet with the PaC at least once per year to report on their activities. The first meeting must take place no later than one year after the beginning of the PhD. No later than one week before the scheduled meeting the student sends a scientific progress report (approx. 3-5 pages) to all members of the PaC. The meeting includes an oral progress report in form of a scientific seminar and a project discussion with the committee. Following the presentation, the committee meeting proceeds in three parts: I. PhD student with the committee in the absence of his/her first supervisor; II. First supervisor with the committee in the absence of the PhD student; III. PhD student, first supervisor and committee.
6) The PaC discusses and validates the progress of the PhD thesis and helps to confirm or modify the proposed research plan for the next year. In cases where there is no or very little progress the PaC can decide to change the PhD project or can recommend discontinuation of the PhD. A discontinuation of the thesis must be documented in the PaC report and communicated to the DBM PhD coordinator* and the Dean’s Office of the Faculty of Science (§13), and thereafter the Student Services of the University of Basel (for exmatriculation). The PaC can advise the students on scientific and career issues. It is expected that at the time of the PhD exam at least one first author manuscript of the PhD work is accepted for publication. Exceptions have to be approved by the PaC in advance.

7) During the committee meeting the PaC Chair leads the discussion and writes a short protocol on the official form (on the DBM PhD Website). All members of the committee sign the protocol and receive a copy for their records. One electronic copy is sent to the DBM PhD coordinator*.

8) Selection of the PaC members, scheduling of the yearly meetings, and transfer of the signed meeting protocols to the DBM PhD coordinator* is the responsibility of the PhD students.

9) PhD students are obliged to collect a total of 18 credit points (ECTs) from lectures, courses and meetings before they can graduate. The PhD student together with his or hers first supervisor put together his or hers own individual study plan at the beginning of the dissertation (see Curriculum). A minimum of 6 credit points have to be covered with lectures and courses from the Biozentrum Graduate and Postgraduate Teaching Program. In general, PhD students should obtain at least 2/3 of their ECTs from areas of their own methodical and scientific field, whereas a maximum of 6 ECTs may be obtained from transferable skills: for details see Curriculum.

10) At the end of the PhD, students submit a written thesis, which has to be accepted by the Faculty of Science of the University of Basel. The PhD Thesis Defense includes an oral exam of at least one hour. For details see: http://philnat.unibas.ch/dokumente/

Defense: Members of the PaC are also members of the PhD defense committee. An additional member of the Faculty of Science, who is not a member of the PaC, chairs the PhD defense (§204).

Relevant links: DBM PhD Website: http://biomedizin.unibas.ch/education/

*PhD Coordinator at the DBM: Prof. Dr. Nicole Schaeren-Wiemers; the administrative office/program responsible person for the International PhD Program in Biomedicine

Signatures:

Supervisor

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Date, Signature      Date, Signature

PhD candidate

Guidelines for a PhD at the DBM matriculated from Fall Semester 2016 revised November 3, 2016