Proof of Performance for PhD Students in the PhD Programme Computer Science (PCS)

1 Student Data

Name, first name: _____

Matriculation number: _____

Start of doctoral studies: _____
(semester of enrollment)

Note: PhD candidates must enroll as PhD students over the full duration of their studies starting with the admission to the PCS programme and ending with the final examination.

2 Thesis Committee

Supervisor 1: Name: _____

Institution: _____

Supervisor 2: Name: _____

Institution: _____

Supervisor 3: Name: _____

Institution: _____

3 Working Title of the Doctoral Project

_____

_____

_____

4 Confirmation of Annual Progress Reports and Thesis Committee Meetings

The PhD student has to provide at least three annual progress reports. The first report should take place six months after the beginning of the PhD project, the subsequent reports about one year after the preceding one.

Report 1:   Date: _____

          Signature supervisor 1:   _____

          Signature supervisor 2:   _____

          Signature supervisor 3:   _____

Report 2:   Date: _____

          Signature supervisor 1:   _____

          Signature supervisor 2:   _____

          Signature supervisor 3:   _____

Report 3:   Date: _____

          Signature supervisor 1:   _____

          Signature supervisor 2:   _____

          Signature supervisor 3:   _____

Report 4 (optional)**:**   Date: _____

          Signature supervisor 1:   _____

          Signature supervisor 2:   _____

          Signature supervisor 3:   _____

Report 5 (optional)**:**   Date: _____

          Signature supervisor 1:   _____

          Signature supervisor 2:   _____

          Signature supervisor 3:   _____

5 Proof of Performance

The PhD student has to achieve 21 C and list the corresponding courses and activities in the following tables. The PhD student should update this information regularly as a confirmation for the achieved credits. It might be wise to use the Word-File in order to make individual changes to the length of the lists in the different categories.

5.1 Research Programme

The PhD student has to contribute actively to advanced seminars in the supervising research group as well as to the scientific discourse at conferences (presentations or posters) or in journals. For each presentation or publication, the student earns 3 C. There is a minimum of one contribution to a scientific conference or journal required in this section.

Venue / Journal	Date	C	Signature of supervisor

5.2 Study Programme

The PhD student has to attend at least one advanced study course in the context of the dissertation. For the attendance, the PhD student gains as many credits as typically provided by the course. The PhD student has to proof at least 3 C in this section.

Course	Term	C	Lecturer	Signature

5.3 Key Competencies

The PhD student has to enhance his/her key competencies. For this, he/she can attend corresponding courses or provide teaching assistance. In this section, the PhD student has to proof at least 9 C. Teaching assistance must cover at least 4 C of the 9 C.

The PhD student gains credits for teaching assistance through the following activities:

- Assistance for teaching Bachelor and Master courses in Computer Science in agreement with the supervisor,
  - For lectures, exercises, and practical courses 1 C per 30 working hours, overall at most 1 C per semester periods per week (SWS) of the course,
  - For seminars, 1 C per supervised topic, overall at most 1 C per semester periods per week (SWS) of the seminar,
- Supervision of project work (1 C per student report),
- Supervision of Bachelor theses (2 C per thesis),
- Supervision of Master theses (3 C per thesis).

Course / Project Work / Thesis	Term	C	Lecturer	Signature

In addition, the PhD student gains credits for the attendance of key competency courses. The number of gained credits depends on the credits of the respective course or its duration (1 C per 30 working hours). Allowed types of courses include:

- Summer schools in agreement with the supervisor,
- Rhetoric or similar courses in agreement with the supervisor,
- Other courses in agreement with the supervisor that contribute to the training of key competencies.

The PhD student has to attend at least one course on good scientific practice during its first year of studies. Please enclose certificates for the successful participation in the mentioned courses and the achieved credits (if available).

Course	Term/Date	C	Lecturer	Signature
Training in good scientific practice:				

6 Confirmation for the registration to the examination

Name and Institute of the signatory:

_____

_____

It is herewith confirmed that

Mr./Mrs. _____

from _____

achieved all credits necessary for the completion of her/his doctoral studies according to the regulations.

Date: _____   _____

Dean of studies   or   authorized representative