



Agreement form external PhD candidates

Personal information			
Name		Initials	
Surname		Title(s)	
Address		House number	
Postal code		City	
Email address		Phone number	
Date of birth		Nationality	

Supervision			
Institute			
Supervisor		(Supervisor 2)	
Co-supervisor		(Co-supervisor 2)	
Start date		End date	

Financial basis of PhD project

Please note external PhD candidates are not entitled to facilities (almost none) or financial support from the University. Please see the Leiden University [PhD guidelines](#) on facilities per type of PhD candidate.

Please describe the basis of funding.

- How much funding does the supervisor, the candidate or the external employer provide for the dissertation research? What is it supposed to cover? (Please add proof)
- What time and other resources has the candidate available? What is the agreement with the employer if applicable? Access to data? Financing for living expenses and research and training

costs? In case certain costs are not covered (e.g. trainings, literature or conferences) how is the supervisor going to cover these costs?

A large, empty rectangular box with a light blue background, intended for a response to the question above. The box is bounded by a thin black line and occupies the majority of the page's vertical space.

In summary please describe what agreements have been made per type of costs.

Costs	Agreement/ amount	Paid by
Training costs		
Research costs		
Travel and accommodation costs		
Conference visits		
Material costs: equipment, print costs, publication of dissertation etc		
Workplace		
Unexpected		

Substantive basis of PhD project

(Work) title	
Why is the candidate suitable to conduct the proposed research?	
Why is this research relevant for the research portfolio of the institute?	
Timeline and deliverables	
Evaluation moments and reporting frequency*	
Time commitment and agreement on the supervision and division of supervision	

**“At the end of the period set out in the TSP, a ‘go/no go’ decision will be made and recorded in writing for each PhD track. In the case of PhD candidates with employee status and contract PhD candidates, this decision will be made no later than the end of the first year. For externally financed and external PhD candidates, the decision will be made no earlier than one year and no later than two years after their start date. The go/no go decision must be substantiated and must be part of a longer and transparent assessment process”. (art 10 PHD guidelines).*

“[...]. It is also recommended that an annual interview should take place with the other types of PhD candidates (contract, external and externally financed PhD candidates). In these interviews, it is advisable to observe the Golden Rules for PhD Supervision and to give attention to progress with implementing the training plan (see Article 11), in addition to standard topics”. (art 9 PHD guidelines)

Signatures			
Function	Name	Signature	Date
PhD candidate			
Supervisor			
(Supervisor 2)			
Co-supervisor			
(Co-supervisor 2)			
Institute Board			

Attachments:

- Proof of funding
- CV PhD candidate