

**1. Supervision agreement for dissertations at the
Arts and Humanities Faculty at the University of Graz**



The following persons agree to enter into a supervisory relationship for the dissertation:

Principal supervisor:	
Student:	
Registration number:	
Study programme and programme no.:	UB
E-mail address and telephone no.:	

(Working) title/topic of dissertation:
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Content of the dissertation in brief notes:

Notice of receipt by the Dean's Office
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By signing this supervision agreement, the principal supervisor shall be obliged to

- work out a time management plan lasting until the completion of the dissertation together with the doctoral student.
- be available to the student for at least two consultation meetings per semester.
- support the student in the modification of his/her dissertation concept provided that it does not turn out in the course of the research and writing process that the concept agreed on at the beginning cannot be realised.
- motivate the student to present his/her dissertation in public, to provide him/her with information on relevant congresses and conferences and to enable him/her to come into contact with colleagues in the same academic field.
- provide help with publishing the dissertation or a part thereof, for example by writing a letter of recommendation or helping to find a suitable publishing house.

By signing this supervision agreement, the doctoral student under supervision shall be obliged to

- aim for finishing his/her dissertation by approximately _____ 20 ____ .
- keep consultation appointments with the supervisor.
- report on the progress of the dissertation to the supervisor during the consultation meetings, in particular about delays or interruptions.
- inform the supervisor when he/she stops work on a topic.
- comply with the guidelines of good academic practice according to § 39 para. 8 of the statutes' provisions of study law when writing his/her dissertation.
- present the dissertation (or the work on it) in a suitable form (at a conference, in a seminar for doctoral students, in the department etc.).

Termination of the supervision agreement

Until submission of the dissertation, the supervision agreement can be terminated by mutual agreement at any time. The director of studies or the responsible dean of studies may be contacted in the event of a serious breach of the duties stipulated in the supervision agreement.

Date, signature of principal supervisor

Date, signature of student

Date, signature of second supervisor

Date, signature of dean of studies