

GCB Doctoral Agreement

GCB DVM, PhD Doctoral Agreement

The specific objectives-setting for the doctorate in academic terms is set out in the Doctoral Agreement which will be developed according to each individual GCB doctoral candidate's research project.

Doctoral candidates are matriculated at the University of Bern* and most GCB doctoral candidates are also employed at the University. Doctoral candidates acquire further academic training in their research area by attending training and course lectures. The scope and content of the lectures are described in the Study rules and defined individually in the DA (GCB Promotion Regulations Art.7²). The following points are to be observed in relation to this dual nature: The DA details your study plan in accordance with the GCB Promotion regulations. As your studies are intended to support your research, you, your supervisor (principal investigator) will complete the DA together with your GCB mentor. Additionally, research work (e.g., timetable from the Research Project Form is recorded on this form).

*either at UniBE or in some cases at Vetsuisse UZH

Framework and Purpose

The DA defines the framework conditions (form and duration of the doctorate, educational, research and supervision goals) as well as the aspired academic accomplishments (written contributions and conference contributions).

The [GCB Doctoral Agreement \(DA\)](#) is a "living document". This is a type of document that is created with a defined mechanism and process. It is used to define, manage, review, revise, update, share and communicate. Major changes (i.e. changes in courses in mandatory requirements list) to the Doctoral Agreement must be agreed upon by supervisor, co-advisor and mentor. Any changes to the mandatory courses must be recorded by revising the doctoral agreement. The **revised** Doctoral Agreement will show the changes (from the original to the new courses) and must be signed with the revision date, and submitted to the GCB for final approval.

Educational Objectives

In addition to the individual academic supervision, formal educational objectives (such as those offered within the structured doctoral programs) supports the professional competence, the research and the publishing work of GCB doctoral candidates. Within the framework of the doctoral studies and GCB promotion regulations, the PhD candidate's supervisor and the mentor of choose the courses appropriate for the candidate's individual study program. Final approval is given by the GCB coordinator. **Please be aware that in addition to the minimum mandatory requirements, your thesis committee may request additional mandatory ECTS based on your educational background.**

(1.) When you graduate, all your records must be in agreement. University student records (KSL Planning) and GCB student records (DA). Mandatory ECTS course-work listed on your DA must be what is listed in KSL. List all scientifically-oriented, mandatory courses on the DA in the first table, labeled Mandatory Requirements. Replacing courses in the mandatory list is only allowed if you have never attended the course. Choose very carefully when you choose your mandatory courses. All courses with exams and listed as mandatory must be passed. Only one retake is allowed.

(2.) Always de-register from courses you do not intend to complete to avoid an inadvertent "fail" for a no-show.

(3.) When intending to apply for a [PhD Specialization](#), complete the DA when preparing the specialization application. Indicate on the GCB DA which courses are intended for the Specialization, which for both GCB mandatory requirements and specialization and which are only GCB.

6 ECTS ([European Credit Transfer and Accumulation System](#)):

1. **Earn** - 6.0* ECTS from scientifically-oriented courses/workshops/tutorials that provide the candidate with new knowledge relevant to the individual research project.
2. **Pass Exam** - 3.0 ECTS (of the 6.0*) must be earned with lecture courses or book clubs that include a graded exam (graded=1-6),
3. **Participate** in the lecture - "Scientific Integrity" (List this lecture in Mandatory requirements on your DA.
4. **Attend and participate** in – the GCB Symposium beginning with the first symposium after the first full year registered in the GCB.

Transferable skills courses - (academic writing, presentation skills, etc.) are considered as optional courses and cannot be acknowledged as part of the required minimum of 6.0 ECTS.

***Minimum is lowest number of ECTS you must take. You are encouraged to supplement the mandatory ECTS with additional ECTS.**

ECTS are only awarded for courses, workshops, summer schools etc. that include some type of performance assessment, e.g., an exam, a talk, a poster presentation or a written report. Requests for ECTS reviews must be submitted to info@gcb.unibe.ch and include:

1. Course listed on signed Doctoral Agreement.
2. Submit signed and dated Certificate of Achievement - pdf format (photos are unfortunately not useable).
3. Include course content, level (i.e. PhD), dates, effort in terms of days/hours, exams, presentations, etc. (e.g., pdf, URL) for outside University of Bern events.



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