Proceedings for Research Plan Defence

The following guideline does not replace the regulations by ETH Zurich or the Department of Earth Sciences but gives an additional summarized overview. For detailed information please refer to the Ordinance of Doctoral Studies of ETH Zürich or Detailed Regulations of DERDW https://www.ethz.ch/students/en/doctorate/legal-basis.html and http://www.erdw.ethz.ch/documents/index On this webpage you will also find further information according the proceeding of your research plan defence

1. Research Plan Defence (Oral presentation)

   The presentation must be held **within 9-12 months** of registration. Any extension of this deadline must be approved by the doctoral committee and the rectorate. If the defence is not passed, it can be repeated once.

   **Examination board:**
   (designated by the supervisor, to be approved by the doctoral committee):
   - Consists of at least three lecturers (Privatdozenten), including the thesis supervisor and at least one lecturer from outside the candidate’s research group.

   **Structure (duration):**
   - Public presentation: 30 minutes (max.)
   - Public discussion
   - Questions (non-public): 30 minutes (min.)

   **To do:**
   - Organize a committee including an external expert from another group of ETH Zurich or from another university to attend your presentation
   - Find a date suitable to the committee
   - Arrange a room https://www.lehrbetrieb.ethz.ch/raumanfrage/login.view?lang=de
   - Give information to the study administration for announcement to the department

2. Research Plan

   **Before presentation**
   - Write your research plan. An organizational template for the title page (including assessment form). is available and has to be used: http://www.erdw.ethz.ch/documents/index Enclosed in this document is the assessment form (second page), which has to be signed by each member of the examination board and the doctoral candidate.
   - Send your research plan to each member of the examination board **two weeks** prior to the defence
   - Discuss and fix your personal **study plan** with your supervisor (template on http://www.erdw.ethz.ch/documents/index) It must list all the courses and credit points of your doctoral studies. At least 12 credit points must be earned:
     - At the minimum 4 credit points have to be outside of your research field, (e.g.,
       - language courses
       - Teacher Training https://www.ethz.ch/en/the-eth-zurich/education/educational-development/didaktische-weiterbildung/learning-to-teach.html or
       - “Science in Perspective” courses and lectures in “Humanities, Social and Political Sciences” http://www.vvz.ethz.ch/Vorlesungsverzeichnis )
no more than 4 credit points can be obtained with presentations of a lecture at colloquia or seminars in the Department or Institute or with discussions or presentations of a poster at a national or international symposium.

at least 4 credit points should be acquired with regular lectures/courses.

**During presentation**

- Bring one copy of your research plan, the enclosed assessment form must get signed by each member of the examination board and the doctoral candidate
- Bring one copy of the form Approval of Research Plan (on [https://www.ethz.ch/intranet/en/teaching/administration-doctorate.html](https://www.ethz.ch/intranet/en/teaching/administration-doctorate.html)) signed by your supervisor

**After presentation hand in to the study administration:**

1. Research plan (as loose sheet collection) with enclosed assessment form, signed by each member of the examination board and the doctoral candidate
2. Form Approval of Research Plan, signed by supervisor
3. Form Study Plan, signed by supervisor and doctoral candidate

Please ask the secretary of your institute, whether you should submit one copy of your research plan.

approved by Departmental Conference of November 25, 2014