



Protocol

Thesis Advisory Committee Meeting

Please complete the form (4 pages) during the meeting and return it signed by all attendees:

Dr. Agnes Giniewski, Nikolaus-Fiebiger Zentrum, Glückstr. 6, 91054 Erlangen

A) General Information			
PhD student:	First name		
	Surname		
<ul style="list-style-type: none"> • date of the meeting: • time: • location: 	/ /	1. year meeting <input type="checkbox"/> 2. year meeting <input type="checkbox"/> 3. year meeting <input type="checkbox"/> final meeting <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Title doctoral thesis:			
Supervisor (name and department)			
Beginning of the doctoral thesis	/ /		
Delivery of the doctoral thesis	/ /	<input type="checkbox"/> estimated date <input type="checkbox"/> fixed date	
Members of the thesis advisory committee	present:		
1.)	<input type="checkbox"/> in person	<input type="checkbox"/> via video conference	
2.)	<input type="checkbox"/> in person	<input type="checkbox"/> via video conference	
3.)	<input type="checkbox"/> in person	<input type="checkbox"/> via video conference	
4.)	<input type="checkbox"/> in person	<input type="checkbox"/> via video conference	



B) Report & future plans		
Talk /Presentation		
<ul style="list-style-type: none"> • structure / composition • presentation style • willingness to engage in dialogue • knowledge of professional literature 	Evaluation:	
Project progress (last 12 months)		
Course of the project according to the schedule in the application:	<input type="checkbox"/> faster <input type="checkbox"/> timely <input type="checkbox"/> delayed	If delayed: Reason for the delay and solution of the problem:
Is the candidate making satisfactory progress?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Please summarize briefly the main points of discussion:		



For graduate students in the 3rd year of their PhD:		
Will the PhD thesis be finished in the designated time?		<input type="checkbox"/> yes <input type="checkbox"/> no
How much time is required in addition?		(months)
Reasons for additional needed time:		
Experimental and organizational planning for this additional time:		
Publications /presentations (please indicate the number of manuscripts according to the status)		
published	x first author	x Co-author
submitted	x first author	x Co-author
in revision	x first author	x Co-author
rejected	x first author	x Co-author
in preparation	x first author	x Co-author
please specify key information for each publication e.g. journal name, date of publication, authors, link		
Contributions to national and international congresses (number)		
Poster(s):		Talk(s):
please specify information about the congresses e.g. name, date, location		



C) Training program (last 12 months)

Further education (Courses, Workshops, etc.)	IRTG-internal:
	IRTG-external:
	Lab-rotation:

Proposed further education in the next 12 months (lectures, seminars, practical courses, conferences, language courses, others):

D) additional comments of the thesis advisory committee

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E) Signatures

Project outline and PhD course are accepted by the members of the thesis advisory committee.

Signatures of the members of the thesis advisory committee

	date	name	signature
1.)			
2.)			
3.)			
4.)			

signature PhD student

date	name	signature



F) Processing fields for coordination and organization (will be filled out by the coordinator)	
Protocol:	Datum
- received	
- processed	
- if necessary returned for correction	
- sent to the IRTG-Speaker	
Next TAC meeting at the latest until:	
Date /Signature:	