Translation of the

DOCTORAL REGULATIONS UNIVERSITY OF TWENTE

Approved by the Doctorate Board
and adopted by the Executive Board
22 May 2023

UNIVERSITEIT TWENTE.

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Section 1: Terms and definitions

ARTICLE 1 (TERMS AND DEFINITIONS)

UNIVERSITY
The University of Twente

DOCTORATE BOARD
The Doctorate Board of the university, which acts on matters concerning the conferral of doctoral degrees (c.f. Article 9.10 of the Higher Education and Research Act / *Wet op het hoger onderwijs en wetenschappelijk onderzoek* (WHW))

DOCTORAL CANDIDATE
The person who, on fulfilment of the requirements set in these Regulations, is entitled to be admitted to the doctoral degree defence and ceremony.

PROMOTOR
A professor appointed as such by the Doctorate Board, allied to a University, or an associate professor of the University of Twente entitled to grant the doctorate (Article 7.18, section 4, WHW).
In case two promotors have been appointed, they will have the same powers and responsibilities. In such cases, the term 'the promotor' as used in these Regulations must be read to mean 'the promotors'.

CO-PROMOTOR
Associate professor or doctoral graduate, without the entitlement to grant the doctorate, who has expertise in (all or part of) the subject described in the dissertation and has been appointed by the Doctorate Board to assist the promotor on request in supervising the doctoral candidate in their completion of the dissertation.

REFEREE
A professor, associate professor or doctoral graduate, appointed by the Doctorate Board on the grounds of their expertise, to pass judgement on (all or part of) the dissertation.

GRADUATION COMMITTEE
The committee established by the Doctorate Board to decide whether the doctoral candidate may be admitted to defend the dissertation and to preside over the doctoral defence.

DISSERTATION
A scientific/academic treatise in the form of a book or articles.

TECHNICAL DESIGN
One or more original and innovative technical designs, developed in a way that is scientifically sound, through the processing and/or blending of raw materials or the development of software. All of this must be documented and accompanied by a scientific justification.

PROPOSITIONS (Statements)
Defensible arguments that the doctoral student wishes to defend along with the dissertation (see Articles 12 and 27 of these Regulations).

DOCTORAL DEFENCE AND CEREMONY
The public defence of the dissertation and the potential conferral of the doctorate.

DOUBLE DOCTORATE
Earning a doctorate based on a single dissertation at the University of Twente and at one (or two) foreign institutions that have the statutory right to confer doctorates, involving two (or three) diplomas.

JOINT DOCTORATE
Earning a doctorate based on a single dissertation at the University of Twente and at one (or two) other institutions that have the statutory right to confer doctorates, involving a single diploma.

CHARTER FOR DOCTORAL CANDIDATES (PHD CHARTER)
Regulations for the teaching and research programme that results in a PhD degree, including provisions for registration, training and supervision, and the appointment of (co)promotors.

QUALIFIER
An assessment in the second half of the first year of a doctorate programme, as described in the PhD Charter.

TRAINING & SUPERVISION PLAN
Training and supervision plan for a doctoral candidate, as described in the PhD Charter.

TWENTE GRADUATE SCHOOL (TGS)
The university unit that registers doctoral research, teaching and supervision for doctoral candidates, monitors progress and quality, gives administrative support at registration and defence of the dissertation, and that organises the graduation ceremony. The TGS is led by a Dean TGS who is accountable to the Doctorate Board.

DOCTORAL DEFENCE
The moment at which the degree of doctor is conferred.

DOCTORATE
The academic degree as described in the Higher Education and Research Act.

ARTICLE 2 OTHER PROVISIONS

1. The doctorate will be conferred by the Doctorate Board.

2. The doctorate may be obtained at the University based on the doctoral defence.

3. Any academic or scientific area that the Doctorate Board deems to be within the remit of the University can be the subject of a dissertation for a doctoral degree. The title “Doctor” is equivalent to “Doctor of Philosophy”, as used in international context.

4. Admission to the doctoral defence is open to anyone who:
   a. has been awarded the degree of Master in accordance with Article 7.10a, sections 1, 2 or 3 of the WHW;
   b. has written a dissertation or prepared a technical design as proof of competence to practise science independently and
   c. has fulfilled the requirements of these Doctoral Regulations.

   In special cases, the Doctorate Board may grant admission to the doctoral defence to persons who comply with 4b, but not with 4a or 4c, if it can be demonstrated that they meet this requirement on other grounds.

   In special cases the Doctorate Board can admit persons who have already obtained a doctorate to the doctoral degree defence and ceremony. To this effect a motivated request should be submitted to the Doctoral Board.

5. With regard to that discussed in non-public meetings as referred to in Sections 7 and 8 and during the appeals procedure as referred to in Section 10, all those present are bound by a duty of confidentiality.

6. Any reference in these Regulations to the Rector Magnificus (RM) must be deemed to refer to: the Rector Magnificus or a deputy.

7. Requests to the Rector Magnificus or the Doctorate Board as described in these Doctoral Regulations have to be addressed to: doctorateboard@utwente.nl. Requests to Doctorate Board Support Office have to be addressed to: promoties@utwente.nl.

8. In case two promotors have been appointed, they will have the same powers and responsibilities. In such cases, the term ‘the promotor’ as used in these Regulations must be read to mean ‘the promotors’.

9. Where these Regulations refer to a dissertation, read: dissertation or technical design or scientific justification.

Section 2: The Doctoral Candidate

ARTICLE 3

Those who wish to earn a doctorate should contact the TGS, with approval of the faculty dean, as described in the PhD Charter to have themselves, their promotor (s) and their co- promotor (s) registered.

ARTICLE 4

Once the qualifier has been successfully passed, the doctoral candidate should send a request to the Doctorate Board for the appointment of one or two promotors and maximal two co- promotors, up to a total of no less than two and at most four individuals.

ARTICLE 5

The doctoral candidate will present the dissertation in its entirety or in parts to the promotor, make the agreed amendments and then submit the dissertation again for approval.

ARTICLE 6

The doctoral candidate must have completed the research described in the dissertation independently or have made a substantial contribution to it, and is responsible for the dissertation as an academic/scientific work.

In the case of a technical design, this must also have been developed independently by the doctoral candidate, who also is personally responsible for the accompanying scientific justification.

ARTICLE 7

The doctoral candidate may not make copies of the dissertation without permission from the Graduation Committee and approval of the title pages by the Doctorate Board Support Office (see also article 14 and 15 and Annex 4).

ARTICLE 8

In the case of joint research or a technical design developed jointly, the result may qualify as a joint dissertation or technical design produced by two people, providing that all of the following conditions are met:

a. each of the authors has contributed an independent, definable contribution that is sufficient for the doctoral defence, all of this to the satisfaction of the promotor;
b. each of the authors accepts personal responsibility both for the designated part of the dissertation and the coherence of the dissertation as a whole;
c. the dissertation must include details of the relative contribution made by each of the authors to its completion;
d. each of the authors must append the required number of propositions (if this option is chosen) to the dissertation.

ARTICLE 9

In the case of a joint dissertation as referred to in the previous article, all the procedures and provisions in these Regulations will apply separately for each doctoral candidate.

Article 10

1. After the concept dissertation has been approved by the promotor (Articles 26 and 27), the reports of qualifier and annual interviews and the education programme as described in the training and supervision plan (including any exemptions) have been approved by the Dean TGS (about six months before the intended date doctoral defence), the doctoral candidate should contact the Doctorate Board Support Office via the doctoral monitoring system of TGS.

2. The date of defence can be confirmed after the promotor has declared in the doctoral monitoring system that the agreed date is feasible. The date of the defence can no more than 8 months in advance be established.

3. If the ceremony is cancelled, then a waiting period of at least six months must be observed before a new date may be set. The Dean of the Faculty concerned may, on behalf of the promotor, submit a reasoned request to the Doctorate Board to deviate from this waiting period.

Section 3: The Dissertation

ARTICLE 11

1. The dissertation will consist either of a scientific/academic treatise on a specific subject or a number of separate scientific/academic treatises which have already been published in their entirety or in part, on the condition that, in combination, they constitute a coherent contribution to the specific subject.

2. If one or more articles has been written by several authors, only those articles will be accepted in the dissertation that can, according to an contemporary justification in the dissertation, be sufficiently attributed to the candidate (see also Article 34.8).

3. If the dissertation contains articles that have already been published, the period of time between the publication of these articles and the instigation of the doctoral procedure must not exceed seven years, unless the Doctorate Board approves an exemption from this condition on the basis of a motivated proposal from the promotor.

ARTICLE 12

A maximum of ten propositions may be appended to the dissertation, of which: up to four propositions relate to the dissertation, at least four propositions of an academic/scientific nature relate to one or several subjects and a maximum of two general propositions.

ARTICLE 13

1. The dissertation and any appended propositions may be written in Dutch, English, or in another language, at the discretion of the Doctorate Board. A combination of languages is permitted (see Annex 2).

2. The dissertation will be accompanied by a title and summary in Dutch as well as a title and summary in English.

ARTICLE 14

The dissertation must include a title page in accordance with the model prescribed by the Doctorate Board, a contents list and a references list.
The inclusion of a brief curriculum vitae and, where possible, an index is also recommended.
The reverse side of the title page must only include a statement indicating that the promotor (s) and any co- promotor (s) have approved the dissertation (see article 26.1), together with details of the copyright holder and the year in which copyright was granted and, where relevant, the ISBN.

ARTICLE 15

1. The dissertation may be printed or reproduced in another way, providing that reasonable standards of legibility are met.

2. The doctoral candidate must ensure that the design of the dissertation is in line with prevailing conventions. It must be produced in a convenient format in a stitched or brochure form.

ARTICLE 16

The doctoral candidate must provide a number of printed copies of the dissertation, free of charge, as indicated below:

a. one copy for each member of the Graduation Committee;
b. 12 copies for the Beadle;
c. two copies for the University Library.

ARTICLE 17

The university library widely publicizes the existence of the dissertation and the information about the availability of the underlying data. To that end:

a. the doctoral student submits the thesis to the university library, no later than two weeks before the graduation ceremony by:
b. handing over at the desk of the university library the in art. 16c mentioned printed copy of the dissertation, if applicable including the propositions belonging to the dissertation.
c. submitting the complete dissertation in digital form, including cover and an English-language summary of 250 to 350 words, via UT Research Information or, if the doctoral candidate no longer has access to it, to send it to librarybackoffice@utwente.nl. If applicable, the PhD candidate provides through the same route information about, and a link to, the underlying research data, in accordance with the UT Research Data Management policy and the data policy of the relevant faculty. This means that underlying datasets must be archived in the UT data archive and/or published in a trusted repository, with due observance of the law - and regulations concerned and possible limiting conditions in agreements with third parties;
d. giving permission to the university library, by making available the version referred to in point b, to disseminate the dissertation and the information about it as described in point 2. Copyright remains unchanged.

the University Library is responsible for:

a. including one printed copy of the dissertation in the University Library collection;
b. making the digital dissertation publicly available via UT Research Information, whereby the doctoral candidate, as a copyright holder, has given permission to the university library to make this version of the dissertation public (see art. 17.1c). Only when the copyright of this version has been transferred to a third party can an embargo be made on the publication of the digital dissertation;
c. the inclusion and thus the sustainable availability of the digital dissertation in the archive of the collection of the National Library of the Netherlands;

Section 4: 'Cum Laude' ("*met Lof*") Regulations

ARTICLE 18

1. If a doctoral candidate has demonstrated exceptional competence in the independent practice of science, the Doctorate Board can award the doctorate 'Cum Laude' ('*met Lof*' in Dutch).

2. The proposal to award the doctorate 'Cum Laude' may be made by the promotor, or by a member of the Graduation Committee, after consultation with the faculty Dean. A written proposal to this effect, with reasons, must be submitted to the Dean of the Faculty at least six weeks before the scheduled date of the doctoral defence.

All those involved must observe the strictest confidence throughout the entire 'Cum Laude' procedure. All communication regarding the procedure goes via the chair of the promotion committee or the Doctorate Board support office.

ARTICLE 19

In case the Dean of the faculty supports the proposal to confer a doctorate "Cum Laude", the Chair of the Graduation Committee must inform its members as soon as possible of the proposal to confer a doctorate 'Cum Laude'. For this purpose, the Chair will enlist the services of the Doctorate Board Support Office.

ARTICLE 20

During the adjournment of the session of the Graduation Committee following the defence of the dissertation, there will be further deliberations on whether the doctorate should be awarded 'Cum Laude'. This will involve an assessment of the dissertation, any appended propositions and the defence, together with the arguments submitted by the proposer(s) .

ARTICLE 21

1. A secret written ballot, respecting Article 34.6, will be held by the members of the Graduation Committee and the Dean of the Faculty concerned on the awarding of the doctorate 'Cum Laude'; the only choice on the ballot will be to vote for or against the proposal.

2. The proposal will be rejected if more than one vote is cast against it.

3. In all other cases, the proposal will be accepted.

4. The certificate will then be endorsed with the statement 'Cum Laude'.

ARTICLE 22

If there is a significant likelihood that the doctorate will be awarded 'Cum Laude', the Chair of the Graduation Committee must inform the Beadle of this fact in good time. Two degree certificates will then be prepared for signing, one with the statement 'Cum Laude' and one without. The unused degree certificate will be destroyed immediately after deliberations are complete.

Section 5: The Promotor and the Co-promotor

THE PROMOTOR

ARTICLE 23

1. After passing the qualifier assessment (Article 4), one or two promotor(s) will be appointed by the Doctorate Board at the request of the doctoral candidate.

2. If the research underlying a dissertation has been completed under the supervision or in consultation with a specific professor, this professor will, as a rule, be appointed as thepromotor.

3. If a professor from another university is appointed as the promotor, a professor from the University of Twente will be appointed as the second promotor.

4. If a promotor is honourably discharged, the Doctorate Board, after consulting the doctoral candidate, will appoint a professor or associate professor entitled to grant the doctorate of the University of Twente, as the second promotor. Unless a second promotor from the University of Twente has already been appointed, a new appointment is no longer deemed necessary.

ARTICLE 24

1. As a promotor can be appointed a professor, allied to one of the Dutch universities, the Open University or a foreign institution for academic education that has a statutory right to confer doctorates, or an associate professor at the University of Twente with the right to confer doctorates. This appointment must take place at least two years before their anticipated retirement.

2. If a professor, or associate professor with the right to confer doctorates, appointed as promotor is honourably discharged after this appointment, the approval of the dissertation and its defence must take place before the expiry of the right to confer doctorates.

3. If the dissertation has not been approved within five years after the discharge of the promotor, the appointment will lapse
4. Any request for later changes of (co)promotors has to be submitted by the candidate in writing to the Doctorate Board Support Office: promoties@utwente.nl using the appropriate form.

ARTICLE 25

The promotor is responsible for the acceptance of the dissertation, and must also ensure that the dissertation meets the generally accepted requirements.

ARTICLE 26

1. If the promotor judges that the dissertation meets the appropriate conditions, can be attributed to the candidate, and may be deemed as proof of the candidate's ability to independently practice science, the promotor will grant approval to the dissertation, first having heard the judgement of any co- promotor(s).

2. The promotor shall decide on approving the concept dissertation within two months of receiving it, and indicates this in the doctoral monitoring system. Subsequently, the graduation procedure starts via the doctoral monitoring system via the bureau of the Doctorate Board (see Article 10 and Annex 2).

ARTICLE 27

As soon as possible following the approval referred to in Article 26, the doctoral candidate must submit any propositions as referred to in Article 12 for assessment by the promotor. The promotor will assess whether the propositions are sufficiently substantial and defensible.

THE CO-PROMOTOR

ARTICLE 28

1. At the request of the promotor, and following a hearing with the doctoral candidate, the Doctorate Board may appoint one or two co-promotors. The promotor shall ensure that the proposed co-promotor is willing and able to act in the envisaged capacity. This appointment takes place after the qualifier assessment has been passed (see Article 4).

2. Any request for later changes of (co) promotors has to be submitted by the candidate in writing to the Doctorate Board Support Office: promoties@utwente.nl using the appropriate form.

ARTICLE 29

1. A co-promotor may be an associate professor or doctoral graduate who has expertise in (part of) the subject described in the dissertation and has been appointed by the Doctorate Board, having heard the candidate, to assist the promotor on request in supervising the doctoral candidate in the completion of the dissertation.

2. In exceptional circumstances, the co-promotor may originate from an institution other than a university. In such cases, the co-promotor must hold a doctorate. A motivated, written proposal for the appointment must be submitted to the Doctorate Board, and the appointment must be endorsed by the Dean of the Faculty concerned.

Section 6: The Referee and Special Expert

ARTICLE 30

Having consulted the Dean of the Faculty, the Doctorate Board may appoint one or two referees and/or one special expert from outside the university world, proposed by the promotor for the doctoral defence. This appointment will take place at the time of the establishment of the Graduation Committee referred to in Article 34.

ARTICLE 31

1. A referee must be a professor, an associate professor or a holder of a doctorate, with expertise in the area of (part of) the dissertation.

2. The referee must not be directly involved in the realization of the dissertation.

3. The task of the referee is to assess whether the level of the dissertation is such that it justifies approval.

ARTICLE 32

The special expert must hold a doctorate and must have been involved in the realization of the dissertation. The promotor(s) must submit a written request to the Dean of the Faculty concerned for the appointment of this expert. This request must demonstrate that the expert operates on a level that is at least comparable to that of an associate professor. This request will also include a list of recent publications by the individual concerned.

Section 7: The Graduation Committee

ARTICLE 33

1. As soon as possible after receiving the approval from the promotor as referred to in Article 26.2, but at least 3 months before the planned date of the defence (Article 10), the Doctorate Board will proceed to establish a Graduation Committee.

2. The Committee will be formed in the light of the promotor's proposal, **upon approval of the Dean of the Faculty concerned**. The Faculty Dean assesses the submitted Graduation Committee on independence and substantive expertise of the proposed committee members. The promotor will ascertain whether the candidates are willing to accept membership on the Committee and will be able to be physically present on the day and the time of the doctoral defence.

ARTICLE 34

1. The Committee will always comprise the following members:
   - Chair
   - Secretary
   - PhD promotor
   - Two professors from the University of Twente, who are not one of the promotors or co-promotors. One of the two professors may be replaced by an associate professor, providing that the conditions of paragraph 5 of this Article have been met.
   - Two independent [1]professors from other institutions for scientific education that have the right to confer doctorates, at least one of which is affiliated with a Dutch University, and preferably one from abroad. One of the two professors may be replaced by an associate professor or equivalent, providing that the conditions of paragraph 5 of this Article have been met.
   - The aim is for each committee to have at least one male and at least one female member.

   The Committee may comprise up to a maximum of ten individuals. These additional Committee members must fall into one or more of the following categories:
   - a second promotor
   - one or two co-promotor
   - one or two referees
   - professors or associate professors from within the University
   - professors or associate professors from another Dutch university, the Open University or foreign academic institution with the right to confer doctorates
   - a special expert from outside the university world.

2. It is possible to appoint a one or two promotors and maximal two co-promotors, up to a total of no less than two and at most four individuals. (see also Article 4 and Section 5).

3. The Rector Magnificus or a designated deputy will serve as the Chair.

4. The Dean of the Faculty concerned will serve as Secretary of the Committee. One person may assume the duties of both the Chair and the Secretary.

5. The Committee must include at least four professors, excluding the Chair/Secretary (see Annex 2).

[1] The principle of 'independence' is applied in accordance with the "Nederlandse Gedragscode voor wetenschappelijke integriteit 2018"

6. All members of the Graduation Committee are eligible to vote, with the exception of the promotor(s) and co-promotor(s).

7. Committee members may not withdraw for reasons other than illness or force majeure.

8. The members of the Graduation Committee may not be related in any way to the doctoral candidate and/or the (co)promotors. Members of the opposition are deemed not to have co-authorship with the doctoral candidate; if this is nevertheless the case, the promotor has a duty to report this to the Dean of the faculty at the time of setting up the doctoral committee. Members of the opposition -with exception of the special expert- have not been involved in the supervision of the candidate.

ARTICLE 35

1. As soon as possible, but not more than 6 weeks after the receipt of the dissertation, the Graduation Committee will issue its judgement on whether the dissertation has provided sufficient proof of the ability to independently practice science in order to enable the doctoral candidate to be admitted to defend the dissertation. For this purpose the doctoral monitoring system is used.

2. If any members of the Graduation Committee make recommendations for changes or additions to the dissertation, then the promotor shall decide whether the changes or additions are of such magnitude that the other Committee members should be informed.

3. The Graduation Committee will vote in writing via the doctoral monitoring system on the admission of the doctoral candidate to the defence. If one member of the Graduation Committee gives a negative judgement, all Committee members will be notified of this by the Secretary of the Committee and there will be consultation between that member and the promotor. If these consultations do not result in a solution, the Secretary will present the criticism to the other Committee members with the request that they indicate whether it is necessary to postpone the defence. If the other Committee members indicate that they do not deem this to be necessary, the defence will continue as scheduled and the member with serious objections will be requested to discuss the matter with the candidate during the defence.

4. If two or more members of the Graduation Committee give a negative judgement, a decision will be made to adjourn the procedure, following consultations between the Secretary of the Committee and the promotor. Following significant revision of the dissertation, the procedure for establishing the Graduation Committee may be restarted (article 26).

5. The Secretary of the Committee will ensure that an immediate written announcement is made of the admission or refusal to the doctoral candidate, the promotor and the bureau of the Doctorate Board via the doctoral monitoring system.

Section 8: The doctoral defence

ARTICLE 36

1. The doctoral defence is held in public in the presence of the Graduation Committee appointed by the Doctorate Board at a location, date and time to be determined by the Chair of the Doctorate Board.

2. The doctoral defence takes place on the campus of the university, unless the Chair of the Doctorate Board has decided on request that the defence will take place elsewhere or online.

3. In case the defence takes place elsewhere or online, the provisions of these regulations apply in full.

4. A request as referred to in paragraph 2 must be submitted in writing to the Doctorate Board Support Office: promoties@utwente.nl

ARTICLE 37

1. The doctoral candidate will defend the dissertation and any appended propositions for 45 minutes against the objections of the Graduation Committee appointed by the Doctorate Board.

2. If one of the members of the Graduation Committee is unable to attend, and the Committee meets the conditions stipulated in Article 34, this member will not be replaced. The Chair of the Doctorate Board shall decide in other cases (see also Annex 2). If a Committee member is unable to attend yet submits written questions, the Chair may decide whether the questions will be posed during the defence.

3. Other holders of doctorates, associate professors or professors attending the doctoral defence may also participate in the opposition from the audience, providing that they have submitted a written request to that effect to the Chair of the Doctorate Board at the latest one week prior to the doctoral defence and have obtained permission to participate in the opposition.

4. If the dissertation has been written by two people, it will be defended by each of them separately based on that stipulated in paragraphs 1 and 2.

5. The opposition and the defence will take place in Dutch or in English, or in another language, at the discretion of the Chair of the Doctorate Board.

6. The Doctorate Board may give permission for Committee members not to be physically present at the ceremony, but to participate remotely by audio- visual means in the deliberations and the questioning of the candidate.

7. Requests such as mentioned in paragraph 2, 3, 5 and 6 are addressed in writing to the Doctorate Board Support Office: promoties@utwente.nl.

ARTICLE 38

The decision on the awarding of the doctorate will be taken by the Graduation Committee in a closed session after the adjournment of the public session.

ARTICLE 39

After reconvening the session, the Chair of the Graduation Committee will announce the result of the deliberations referred to in the previous article and invite the promotor to speak.

ARTICLE 40

1. As evidence of the award of the doctorate, the successful candidate will receive a diploma certificate in English or Dutch, signed by the Rector Magnificus, the Secretary of the Committee, the promotor(s) and co- promotor (s), and validated by the seal of the University of Twente. The certificate states the full names, date of birth and place of birth of the candidate.

2. The certificate will be accompanied by a statement in English containing (a translation of) its text and reference to Dutch legislation (see Article 2). The statement will be signed by the Rector Magnificus. The certificate will also be accompanied by the TGS educational certificate.

3. In special cases, the Doctorate Board may permit a statement to be included on the certificate indicating that the research was conducted at or in alliance with other (international) academic institutions.

ARTICLE 41

1. A double doctoral degree is possible if a request is submitted to the TGS before the start of the PhD trajectory, and a formal agreement is entered into with one (or two) foreign universities. The agreement must contain provisions regarding the location of the defence ceremony, the alignment of the universities' regulations regarding doctorates, the composition of the Graduation Committee, the promotors and the supervision of the doctoral candidate. These details must be in full compliance with the stipulations of these Regulations, and in principle half but at least a third of the time has to be spent at the University of Twente. The title page to be approved by the Doctorate Board Support Office must include the name of the foreign university/universities. The candidate will receive two (or three) diploma certificates. On the UT certificate the cooperation with the other university/universities is mentioned conform article 40.3.

2. In the case of a joint doctorate, a joint doctorate supervision agreement will be concluded prior to the start of the PhD trajectory based on an existing joint doctorate consortium agreement with one or two (foreign) university/universities. The joint doctorate consortium agreement must specify how the universities' regulations for doctorates are aligned. The supervision agreement will include details on the location of the defence ceremony, the composition of the Graduation Committee, who the promotors are and how the supervision of the candidate is to be structured. These details must be in full compliance with the stipulations of these Regulations, and in principle half but at least a third of the time has to be spent at the University of Twente. The title page to be approved by the Doctorate Board Support Office must include the name of the foreign university/universities. The doctoral candidate will receive one diploma certificate with logo's of the participating universities and signed by the Rector Magnificus, the secretary of the Graduation Committee, the promotors and co-promotors, as well as the representatives from the institutions involved.

Section 9: The Honorary Doctorate

ARTICLE 42

1. The Doctorate Board is entitled, on the recommendation of the University Board, to award the honorary doctorate to natural persons on the grounds of outstanding merit (Article 7.19, section 2, WHW).

2. The Doctorate Board will determine in a separate procedure the way in which the recommendation referred to in paragraph 1 will be made, taking due account of that stipulated above.

Section 10: Disputes regulation

ARTICLE 43

The PhD Charter regulation shall apply if any dispute arises during the preparation of the dissertation involving one or more of the following persons: promotor co- promotor, doctoral candidate. If the promotor withholds approval of the dissertation (Article 5 and 26.2) or if a dispute arises following the promotor's approval of the dissertation, then Articles 44 to 48 shall apply.

ARTICLE 44

1. The Dean of the Faculty concerned will mediate in case of a dispute. If the mediation has not resulted in agreement within a six-week period, either party may refer the matter to the Rector Magnificus in the capacity as a member of the Executive Board.

2. The Rector Magnificus may take responsibility for the mediation himself or place the matter in the hands of the Doctorate Board, requesting the establishment of a disputes committee.

ARTICLE 45

This committee will consist of three persons, including one member representing each party and a third member appointed by these two members.

ARTICLE 46

The committee will consult with all parties involved and issue its recommendation to the Doctorate Board within four weeks. This recommendation will take account of the specific responsibility of the promotor and the interests of the doctoral candidate.

ARTICLE 47

1. The Doctorate Board will take its decision on the dispute within six weeks and will only deviate from the recommendation for compelling reasons.

2. All parties involved will be notified of the decision and the reasons for it.

ARTICLE 48

In the event that the promotor refuses to approve the dissertation, the Doctorate Board may, at the request of the doctoral candidate and having consulted the latter and the promotor, appoint an alternative promotor unless the Board does not deem a new appointment necessary in cases in which there are two promotors.

Section 11: Final and transitional provisions

ARTICLE 49

1. In cases not covered by these Regulations or where any article may be interpreted in different ways, the Doctorate Board will have the final decision.
2. In exceptional cases, the Doctorate Board may authorize departures from that stipulated in these Regulations. A request to this effect must be submitted in writing and must always include reasons.

ARTICLE 50

These revised Doctoral Regulations entered into force on 1st June 2023 for all doctoral candidates at the university. The PhD Charter applies to all doctoral candidates who started their programme on or after 1 January 2014.

ANNEX 1: Important legal provisions

Higher education and Scientific Research Act (WHW)
Article 7.18. Conferral of the degrees of Doctor or Doctor of Philosophy; admission and organization of the doctoral defence

1. The Doctorate Board of a university, the Open University or a faith-based university is authorized to confer the degrees of Doctor or Doctor of Philosophy on the basis of the doctoral defence. The degrees of Doctor and or Doctor of Philosophy are equivalent.
2. Admission to the doctoral defence is open to anyone:
   a. who has been awarded the degree of Master in accordance with Article 7.10a, sections 1 or 2 of the WHW; and
   b. has written a dissertation or prepared a technical design as proof of competence to practise science independently, and
   c. fulfils the requirements laid down in the Doctoral Regulations referred to in Article 7.19.
3. In special cases, the Doctorate Board may grant persons who comply with subsection 2(b) and (c), but not with subsection 2(a), admission to the doctoral defence.
4. For each doctoral defence, the Doctorate Board appoints a promotor. A promotor can be a professor or, insofar the person in question has been awarded the degree of Doctor or Doctor of Philosophy, another employee of a university, a faith-based university or the Open University who, according to the Doctorate Board, is capable to act as promotor. The doctoral defence will take place in the presence of this Board or of a committee, assembled by the Board from professors and other persons who it believes to have sufficient competence to sit on the committee with due observance of the Doctoral Regulations referred to in Article 7.19.
5. For the application of subsection 4, endowed professors at a public university will be deemed to be professors of that university
6. An institution may award the degrees of Doctor or Doctor of Philosophy based on a doctoral defence in alliance with one or more Dutch or foreign institutions. Subsections 1 to 5 apply mutatis mutandis. The institutions may agree separate arrangements with regard to the execution of that stipulated in the Doctoral Regulations.

Higher education and Scientific Research Act (WHW)
Article 7.19. Doctoral Regulations; honorary doctorate

1. The Doctorate Board will adopt Doctoral Regulations with due observance of the provisions laid down in this regard in this Act. The following issues will be regulated by these Regulations:

   a. the procedure concerning the preparation of the doctoral defence and concerning the doctoral defence itself, including the duties and powers of anyone that is or may be involved in the doctoral defence,

   b. the provisions regarding the settlement of disputes that may arise in relation to the preparation of the doctoral defence and the doctoral defence itself, and

   c. where appropriate, the procedure relating to Article 7.18, paragraph 6.

2. The Doctorate Board is authorized, on the recommendation of the Executive Board of the institution, to award the degree of honorary doctorate to individuals for outstanding merit.

Higher education and Scientific Research Act (WHW)
Article 7.22. Designation of the Degree of Doctor, Doctor of Philosophy or Doctor honoris causa

1. Anyone who has been awarded the degree of Doctor or Doctor of Philosophy on the basis of the doctoral defence referred to in Article 7.18 or who has been awarded the degree of Doctor honoris causa on the basis of Article 7.19, paragraph 2 is entitled to use the degree in their name.

2. Anyone entitled, in accordance with the previous subsection, to use the degree referred to therein in their own name is also entitled to carry the title of doctor or Doctor of Philosophy.

3. The degree referred to in the first subsection will be designated as D or PhD, written after the name. The title referred to in the second subsection is placed before the name abbreviated to Dr., or behind the name abbreviated to PhD.

4. The individual concerned will choose between including the degree in the own name, as referred to in the first subsection and carrying the title, as referred to in the second subsection.

ANNEX 2: Explanatory notes

ARTICLE 2 AND ARTICLE 10

Admission to the doctoral defence:
Anyone who has been awarded the degree of Master in accordance with Article 7.10a, paragraphs 1, 2 or 3 of the WHW may be admitted to the doctoral defence.

Equivalent certificates/diplomas awarded in accordance with legislation preceding the WHW will of course also provide admission.

Any assessment will be made by the Chair of the Doctorate Board.

In the case of doubt as to whether the Master diploma/certificate available accords admission to the doctoral defence, the issue must be investigated as soon as possible (for example at the time of the appointment) and must be finalized at the time of the qualifier. Promotors of candidates without a Master degree have to lodge a motivated request to the Chair of the Doctorate Board, through TGS, at the start of the PhD trajectory.
Further information is available from the Faculty Office and the Doctorate Board Support Office.

ARTICLE 7 AND ARTICLE 14

There is a prescribed format for the title page. Both the front and the reverse must follow the same format as the example included in the Regulations. The text to be included and punctuation have also been prescribed. The title page and reverse must be checked by the Doctorate Board Support Office via the doctoral monitoring system. The office must be contacted in good time.

ARTICLE 10, PARAGRAPHS 2 AND 3

Setting a date. After the promotor has approved the concept dissertation, also on behalf of the other (co)promotor(s), it is possible to agree a date with the Doctorate Board Support Office, provided the dissertation will be completed in time, and the progress documents and 30EC doctoral education programme have been approved by TGS. Generally, the date can be agreed six months in advance. The date can only be set, however, once the necessary steps have been completed through the doctoral monitoring system. The promotor must state that the agreed date is feasible.

ARTICLE 13

In principle, the dissertation will be written in a single language. However, if it includes a combination of academic treatises (articles), it is permitted for one or more articles to have been written in a different language.

ARTICLE 16

The remaining dissertations provided to the Beadle (12 copies) will be returned to the graduate following the completion of the doctoral defence ceremony.

ARTICLE 17

The data underlying your PhD thesis should be archived in a so-called trusted data repository, like 4TU.Datacentrum and DANS. This should be done in accordance with the UT Research Data Management policy and as specified in the data management plan that is part of the training and supervision plan (T&SP).
The trusted data repositories have a data seal of approval (https://assessment.datasealofapproval.org/).
The persistent identifier of a publication (in University of Twente Research Information) to which the data sets are to be linked, will be added to the metadata in the data repository. The other way around the persistent identifier (DOI) of the archived data sets are added to the metadata in the publication repository.
For questions and support contact your Library & Archive (LISA) information specialist in the faculty.

ARTICLE 24

Associate professors (UHD) employed by the University of Twente may have the right to confer doctorates (conform WHW art. 7.18 sub. 4), in case the Doctorate Board decides they fulfil the relevant criteria, and are appointed by the Doctorate Board as promotor for specific doctoral candidates.
Adjunct professors have a right to confer doctorates subject to agreements made in the relevant adjunct professor's tenure track. In the case of other professors, specific agreements can be made upon their appointment.
In case an associate professor was included as co- promotor at the time of the request of appointment promotor, the right to confer doctorates, if granted, can be indicated on the form and this associate professor will become promotor. Only in case the associate professor will be the only promotor (so in case the original promotor withdraws) a new request appointment promotor has to be submitted.

ARTICLE 32

The option of including a special expert in the committee is intended for individuals from outside the university community who have been intensely involved in the development of the dissertation. The request concerned is sent to the Doctorate Board Support Office: promoties@utwente.nl at the same time as the form.

ARTICLE 34

When establishing the Graduation Committee, the following must be taken into account:
Begin by establishing the core committee (five persons, the Faculty Dean serves as Chair and Secretary).
This can then be supplemented up to a maximum of ten people.
Associate professors with the right to confer the doctorate will not count in the quorum of 4 professors, and they do not wear a toga. Adjunct professors, however, do count in the *quorum* and are allowed to wear a toga.
Remember that there are 'only' 45 minutes in which to ask questions!

ARTICLE 35

In the past, it was customary for Committee members to withdraw if they could not agree to the candidate being admitted. This resulted in the undesirable situation of the Committee being modified in such a way as to ensure that everyone ultimately consented. It is more prudent to engage in discussion with the doctoral candidate, after which the member in question is still free to refrain from consenting. In such cases, it must be clear that the Committee member concerned is the only one to have serious objections.

ARTICLE 37

If one of the members of the Graduation Committee is unable to attend due to force majeur, and the Committee meets the conditions stipulated in Article 34, this member will not be replaced. In all other cases, the Chair of the Doctorate Board will decide.
The promotor will ask questions in the place of the member unable to attend. For this purpose, that member is requested to send the questions to the promotor.
If circumstances are such that the size of the Committee present is too limited in the view of the Faculty Dean in order to form a worthy opposition, the Faculty Dean is free to make provisions, for example by inviting another professor or associate professor to pose questions. Although such a person is not part of the Committee, they may take a position on the podium and their answers to their questions may be taken into account in the deliberations. However, this person will not be entitled to vote in the decision to award the title of Doctor.

A maximum of four doctoral defence ceremonies may be held in one afternoon.

Before the ceremony, there is an option to give a brief introduction/explanation. Duration: 12 minutes
Further information with regard to timing, etc. can be obtained from the office of the Beadles.

Doctoral defence ceremonies schedule				
	1st defence	2nd defence	3rd defence	4th defence
Introductory talk	10:30	12:30	14:30	16:30
Start of defence	10:45	12:45	14:45	16:45
End of defence	11:30	13:30	15:30	17:30
End of ceremony	12:00	14:00	16:00	18:00
Reception venue	*Coordinated with Reservations Office*			

ARTICLE 40

The doctoral candidate may indicate a preference to the Doctorate Board for a Dutch or English certificate. In case the doctoral candidate does not indicate a preference, the certificate will be prepared in English. In both cases the degree of “Doctor” will be mentioned, unless an agreement (for example Joint Doctorate) stipulates that the degree “Doctor of Philosophy” has to be mentioned. The English translation will state that the degree of “Doctor” is equivalent to “Doctor of Philosophy”. See example on page 42.

Candidates who started before 1-1-2014 will only receive a TGS education certificate in case this is applicable.

ANNEX 3: Instructions for the doctoral candidate

The doctoral candidate must finish the Hora Finita portfolio in time (questions concerning the portfolio to tgs@utwente.nl) . The promotor is responsible for approving the portfolio items and the provision of the qualifier/annual interview reports (questions to horafinita@utwente.nl). Once these steps are finalized the promotor can approve the draft thesis, also on behalf of the (co) promotor (s), and hence declare that the final version of the dissertation will be ready in time. This signals the start of the graduation procedure. Next a defence date can be entered in Hora Finita by the Doctorate Board Support Office: promoties@utwente.nl[2] (questions to promoties@utwente.nl).

- At least six months before the intended date of the doctoral defence, the doctoral candidate must agree a date for the doctoral defence with the Doctorate Board Support Office, as described above and in accordance with that stipulated in Article 10.

- The doctoral candidate ensures that the complete and definitive version of the dissertation (including the title pages approved by the Doctorate Board Support Office) is available in Hora Finita, after which the bureau will issue the invitation to the members of the graduation committee. In case the members would like to receive a paper copy the candidate will take care of this.

- **Before printing the dissertation, the candidate must make an online request for an ISBN at the University Library.** The University Library will take care of a Digital Object Identifier (DOI) linked to the ISBN. The DOI is important for the online retrieval of the dissertation (questions to: infoub@utwente.nl; phone 053-4892777).

- **It is not permitted to print the dissertation without permission from the Secretary of the Graduation Committee (i.e. the Dean of the Faculty).**

- The dissertation must include title pages, the text of which must correspond exactly with the model of the Doctorate Board. **Before having the title pages printed, the doctoral candidate must submit them via Hora Finita for approval to the Doctorate Board Support Office.**

- At least two weeks before the doctoral defence ceremony, the doctoral candidate must provide the Beadle with 12 copies of the dissertation. The candidate must also make an appointment for an interview with the Beadle, during which the Beadle and the candidate will discuss the procedure for the defence ceremony.

- At least two weeks before the doctoral defence ceremony, the doctoral candidate must deliver two copies of the dissertation, together with an electronic version of the dissertation and a short summary (250-300 words) to the University Library (telephone number: 053 4892777).

- Before the defence of the dissertation begins, the doctoral candidate may, 15 minutes before the start of the ceremony, provide a brief introduction lasting up to 12 minutes about the dissertation in order to enable the public to follow the process more easily.

- The Beadles are responsible for the final organization of the doctoral defence ceremony. The doctoral candidate should contact them in good time for information about the whole procedure relating to the ceremony (e-mail: pedel@utwente.nl; telephone number: 053 4895899).

- After the doctoral defence, a reception can be held; to organize this, please contact the Catering (06-18414331).

- Doctoral research often provides a good opportunity for press coverage. The Communication department will be happy to advise and support doctoral candidates in this area, for example by

[2] The Doctorate Board Support Office is located in Ravelijn building, room 5244.

compiling a press release and contacting relevant media. For an initial investigation of the news value of the research, the doctoral candidate can contact a member of academic communications staff (telephone number: 053 4892212).

- The doctoral candidate is expected to have an appointment with the Chair of the Graduation Committee at least one week prior to the doctoral defence ceremony.

- It is expected that the attire of the doctoral candidate and any accompanying paranymphs reflect the value attributed to the ceremony by the University. The doctoral candidate and accompanying paranymphs where appropriate clothing, preferably a dark suit, dark formal dress or white blouse with formal dark pants or dark skirt. Doctoral candidates may wear appropriate traditional dress from their country of origin during the defence ceremony.

- The doctoral candidate must use the following forms of address:

  In case the ceremony is to take place in the Dutch language:

De voorzitter van de promotiecommissie (de Rector Magnificus of plaatsvervanger)	Hooggeachte Rector
Promotor(en)	Hooggeachte Promotor
Hoogleraren die opponeren	Hooggeleerde Opponent
Gepromoveerde leden / gasten	Zeergeleerde Opponent
Overige gasten	Geachte Opponent

  In case the ceremony is to take place in the English language:

The Chair of the Graduation Committee (the Rector Magnificus or deputy)	Highly esteemed Rector
Promotor(s)	Highly learned Promotor
Professors in the opposition	Highly learned Opponent
Members / guests with a PhD	My learned Opponent
Other guests	Dear Opponent

- If propositions have been added to the dissertation, then a dated inlay sheet is to be included that shows the propositions, the doctoral candidate's name and the title of the dissertation. The dissertation is to include a card containing the doctoral candidate's name. The card is also to indicate the date and location of the defence ceremony and the reception (if applicable).

The University provides no funding for the defence ceremony. Faculties may provide an allowance toward the expenses incurred. The relevant faculty should be consulted on this matter.

ANNEX 4: Text of title pages of dissertation (model)

(for Dutch text see the Dutch version of the Doctoral Regulations)

TITLE (IN CAPITAL LETTERS)

Name

(The second page must be blank)

TITLE (CAPITAL LETTERS)

DISSERTATION

to obtain
the degree of doctor at the University of Twente,
on the authority of the rector magnificus,
prof.dr.ir. A. Veldkamp,
on account of the decision of the Doctorate Board,
to be publicly defended
on (day) the xxth of (Month) 20XX at … hours

by

(**Full names)**

This dissertation has been approved by:

Promotor: (Promotors in case there are two)
prof.dr. (correct titles, initials and surname)
Co-promotor: (Co-promotors in case there are two)
dr. (correct title(s), initials and surname)

Cover design:
Printed by:
Lay-out:
ISBN:
DOI:

© 20XX ……., The Netherlands. All rights reserved. No parts of this thesis may be reproduced, stored in a retrieval system or transmitted in any form or by any means without permission of the author. Alle rechten voorbehouden. Niets uit deze uitgave mag worden vermenigvuldigd, in enige vorm of op enige wijze, zonder voorafgaande schriftelijke toestemming van de auteur.

GRADUATION COMMITTEE:

Chair/secretary	(always the Dean of the faculty, although they may be replaced by another professor)
Promotor	prof.dr.ir. (initials and surname) (University of Twente)
Co-promotor	dr.
Members	prof.dr.
	…. etc.

Indicate for each person the right titles, initials and surname and add affiliation

ANNEX 5: Example of Form Appointment of PhD Promotor

The original form is available on the TGS website, and has to be submitted in Hora Finita, filled and signed, immediately after a positive qualifier. At the same time the Master degree and if necessary translations and validation has to be uploaded in Hora Finita.

UNIVERSITY OF TWENTE.

APPOINTMENT OF PHD SUPERVISORS

Having successfully passed the qualifier in accordance with Article 15 of the University of Twente PhD Charter, I, the undersigned doctoral candidate:

Surname _____ First names (in full) _____

Born on (day/month/year) _____ Date and place _____

Provisional title of the dissertation technical design : Signature

_____

_____

request the Doctorate Board to:

- grant me formal admission to the doctoral programme; and
- appoint the below-mentioned person(s) as supervisor in accordance with Article 4 of the University of Twente Doctoral Regulations.

SUPERVISOR(S)[1]

Supervisor 1 (corresponding supervisor) ☐ daily supervisor[2] Supervisor 2 ☐ daily supervisor[2]

Title and name _____ Title and name _____

Institution and faculty _____ Institution and faculty _____

_____ _____

Date _____ Date _____

Signature Signature

I (we), the undersigned

- accept to supervise the doctoral candidate,
- request to appoint the below-mentioned persons as co-supervisors in accordance with Article 28 of the University of Twente Doctoral Regulations and
- declare to undertake to observe the stipulations of the University of Twente Doctoral Regulations[3].

CO-SUPERVISOR(S)[1]

Co-supervisor 1 ☐ daily supervisor[2] Co-supervisor 2 ☐ daily supervisor[2]

Title _____ Title _____

Name _____ Name _____

Institution and faculty _____ Institution and faculty _____

_____ _____

Notes:

1. It is possible to appoint one or two supervisor(s) and maximal two co-supervisors, together at least 2 and at most 4 persons (Article 4 and 34.2 of the University of Twente Doctoral Regulations). Co-supervisors must also be affiliated to a university (article 29).
2. Family members (up to the fourth degree) and those who have a relationship with the PhD candidate which prevents them from making an independent judgement are not eligible to act as supervisor or co-supervisor (Article 34.8 of the Doctoral Regulations).
3. Out of the supervisors and co-supervisors, one person usually takes the role of daily supervisor. Please indicate who this person is.

DIGITALLY FILL, SIGN AND UPLOAD FORM INTO HORA FINITA

ANNEX 6: Protocol for the Doctoral Defence Ceremony

CLOTHING
During the doctoral defence ceremony, the Chair, the promotor, the members and guests of the Graduation Committee will wear the attire described by protocol.

Professors: gown and cap. One should wear a white shirt or blouse with dark trousers or dark skirt, or dark dress, with black shoes.
Non-professors[3] and guests: Dark (suit) costume, tie with white shirt or blouse, or dark dress, with black shoes
Professors from other institutions are invited to wear their own cap and gown. The University also has a limited number of caps and gowns available for professors. . One should wear a white shirt or blouse with dark trousers or dark skirt, or dark dress, with black shoes.

See Annex 3 (*Instructions for the doctoral candidate*) for the rules governing the attire of doctoral candidates and any accompanying paranymphs.
For UHD's it was decided at the time of the introduction of the *ius promovendi* that they will not wear a toga. However, adjunct professors are allowed to wear a toga.

GRADUATION COMMITTEE SESSION
At 10:20; 12:20, 14:20 and 16:20, the Chair will convene the session of the Graduation Committee in the meeting room, and will arrange which professors, associate professors and non-committee members will oppose and in what order.

HALL
If the doctoral candidate is presenting an introduction, this will start at 12:30, 14:30 or 16:30.
The doctoral candidate, any accompanying paranymphs and the opponents who are not members of the Graduation Committee will be seated in the front row of the hall. The Beadle will escort the doctoral candidate and the paranymphs to their seats.

CEREMONY
The Graduation Committee proceeds to the hall, preceded by the Beadle (taking the central aisle towards the podium).

After the committee have taken their seats and the professors have removed their caps, the Chair opens the public session, and then asks the doctoral candidate, accompanied by the paranymphs, to take position behind the lectern and invites the first opponent to speak.

The doctoral candidate is then called to respond. The Chair then gives the floor to the other opponents in the order agreed in advance. The opponent who is speaking dons the cap and keeps it on, even while the doctoral candidate is responding to the question. As soon as the response is sufficient and the Chair ascertains that this is the case, the opponent again removes the cap.

The Beadle announces that the time has elapsed ("Geachte rector, de tijd is verstreken").

The Chair invites the doctoral candidate to return to a seat in the hall and says: "The committee will proceed to the Chamber", and then adjourns the meeting. The committee members don their caps and leave the hall.

[3] Associate professors, (senior) lecturers and readers from foreign universities are permitted to wear the gown and cap from their own university.

SESSION
After the committee has decided to award the degree of Doctor, the Beadle prepares the certificate and this is then signed by the Chair, the Secretary and all members of the Committee, and subsequently a record of the certificate is made by the Beadle.

HALL
The Committee then proceeds back to the hall, preceded by the Beadle, with the Secretary carrying the doctoral certificate and the education certificate, in the folder intended for that purpose. Everyone takes a seat. Professors keep on their caps. The Chair opens the session, and invites the doctoral candidate onto the podium.

Standing up, the Chair addresses the doctoral candidate as follows:
(all the others remain seated)

"THE DOCTORATE BOARD OF THE UNIVERSITY OF TWENTE, REPRESENTED BY US, HAS EXAMINED YOUR DISSERTATION/TECHNICAL DESIGN (AND THE PROPOSITIONS ACCOMPANYING IT) AND HAS HEARD YOUR DEFENCE;
IN ACCORDANCE WITH ARTICLE 7.18 OF THE HIGHER EDUCATION AND SCIENTIFIC RESEARCH ACT, THE DOCTORATE BOARD HAS DECIDED TO CONFER UPON YOU THE DEGREE OF DOCTOR. I CALL ON THE (FIRST) PROMOTOR TO PERFORM THE TASK WITH WHICH THEY HAVE BEEN CHARGED."

The members of the Committee stand up.

The promotor speaks:
"UNDER THE AUTHORITY ASSIGNED TO US BY LAW AND ON BEHALF OF THE DOCTORATE BOARD, I GRANT YOU …… THE DEGREE OF DOCTOR AND ALL THE RIGHTS THAT ARE ATTACHED TO THIS DEGREE. AS EVIDENCE OF THIS,
I PRESENT YOU WITH THIS DIPLOMA, SIGNED BY THE RECTOR MAGNIFICUS, THE SECRETARY OF THE GRADUATION COMMITTEE, THE PROMOTOR(S) AND CO-PROMOTOR(S), AND VALIDATED WITH THE SEAL OF THE UNIVERSITY OF TWENTE."

The Chair speaks:
"DEAR LEARNED DR (…NAME…) LET ME BE THE FIRST TO CONGRATULATE YOU ON BEHALF OF THE UNIVERSITY WITH YOUR ACQUIRED DIGNITY. FROM NOW ON YOU HAVE THE RIGHT TO USE THE TITLE OF DOCTOR. THIS TITLE IMPLIES THAT SOCIETY CAN RELY ON THE QUALITY OF YOUR JUDGEMENT, THAT YOU WILL ACT WITH INTEGRITY AND TRANSPARENCY, AND THAT YOU WILL COMMUNICATE INDEPENDENTLY ABOUT THE RESULTS AND THE SOCIAL RELEVANCE OF YOUR WORK. VALUE THE DOCTORALIS AS AN HONORABLE DISTINCTION AND A WELL-DESERVED PREROGATIVE, BUT ALWAYS REMEMBER THE OBLIGATIONS IMPOSED BY IT, TOWARDS THE SCIENTIFIC COMMUNITY AND SOCIETY."

The members of the Committee, with the exception of the promotor, take their seats.

There then follows a brief congratulatory speech by the promotor, adapted in line with the circumstances.

The Chair asks the new doctor and the paranymphs to take their seat in the hall and closes the session.

The Committee, the new doctor, the paranymphs and close relatives leave the lecture hall using the central aisle, preceded by the Beadle.

ANNEX 7: English Texts for Chair and Promotor

English text Chair:

The Doctorate Board of the University of Twente, represented by us, has examined your dissertation (and the propositions (statements) accompanying it) and has heard your defence.
The Doctorate Board has decided, in accordance with Article 7.18 of the Law of Higher Education and Scientific Research, to confer upon you the degree of Doctor. I request the Promotor to perform the task with which they have been charged.

Het College voor Promoties van de Universiteit Twente, door ons vertegenwoordigd, heeft kennis genomen van uw proefschrift (met de stellingen) en heeft uw verdediging gehoord.
Het College voor Promoties heeft besloten krachtens artikel 7.18 van de Wet op het Hoger Onderwijs en het Wetenschappelijk Onderzoek u de graad van Doctor te verlenen. Ik verzoek de promotor zich van de hun opgedragen taak te kwijten.

English text Promotor:

Under the authority assigned to us by law and on behalf of the Doctorate Board, I grant you ……(name) the degree of Doctor and all the rights that are attached to this degree.
As evidence of this I present to you this diploma, signed by the Rector Magnificus, the Secretary of the Graduation Committee, the promotor(s) and co-promotor(s), and validated with the seal of the University of Twente.

Uit kracht van de bevoegdheid ons toegekend door de wet en namens het College voor Promoties, bevorder ik u …….(naam) tot Doctor en verleen u de rechten die verbonden zijn aan de doctorstitel. Ten bewijze hiervan overhandig ik u het diploma, ondertekend door de Rector Magnificus, de secretaris van de promotiecommissie, de promotor(en) en copromotor(en), en bekrachtigd met het zegel van de Universiteit Twente.

English text Chair:

“Dear learned dr (…name…)
Let me be the first to congratulate you on behalf of the university with your acquired dignity.
From now on you have the right to use the title of doctor.
This title implies that society can rely on the quality of your judgement,
that you will act with integrity and transparency,
and that you will communicate independently about the results and the social relevance of your work.
Value the doctoralis as an honorable distinction and a well-deserved prerogative,
but always remember the obligations imposed by it,
towards the scientific community and society.”

“Zeergeleerde dr (….naam….)
Mag ik de eerste zijn die u namens de universiteit feliciteert met de behaalde waardigheid. U hebt vanaf nu het recht de doctorstitel te dragen. Uw doctorstitel betekent dat de samenleving op de kwaliteit van uw oordeel kan vertrouwen, dat u integer en transparant handelt en dat U onafhankelijk communiceert over de resultaten en de maatschappelijke relevantie van Uw werk. Waardeer de doctorstitel als een eervolle onderscheiding en een welverdiend voorrecht, maar vergeet daarbij nooit de plicht die zij U oplegt, jegens wetenschap en de samenleving.
Ik heb gezegd.”

TRANSLATION OF THE DOCTORAL DIPLOMA

THE DOCTORATE BOARD OF THE
UNIVERSITY OF TWENTE BY VIRTUE
OF ITS AUTHORITY UNDER THE DUTCH
LAW ADMITS

<Name>

born on …… <date>, in ……<place>

to the degree of Doctor, equivalent to Doctor of Philosophy,
pursuant to “de Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek”
(the Higher Education and Scientific Research Act), Articles 7.18 and 7.22

having heard the defence on ……..<date> of the dissertation

entitled:

<Title>

Chair of the Doctorate Board,

……<signature> Enschede, <date>

ANNEX 8: Timetable

TIME	IMPLEMENTATION	TASK
Upon appointment or agreement	doctoral candidate	Consult with most suitable professor(s) on becoming promotor and registration TGS (art. 3).
Following qualifier assessment (see PhD Charter Art. 16.a2 or 16.b.2)	doctoral candidate	Request the Doctorate Board to appoint promotor(s) – Form via this link on the website. (Art. 4, see also PhD Charter art. 16.a.2 or 16.b.2).
6 months prior	doctoral candidate	Submit draft dissertation to promotor(s) for approval (incl. plagiarism check) via Hora Finita, as well as the educational portfolio and progress reports.
6 months prior	doctoral candidate	Request defence ceremony date from the Doctorate Board Support Office. Ultimately minus 4 months (provided the previous and following two steps are already satisfied).
4 months prior	PhD promotor	Proposal to Doctorate Board (via Faculty Dean) for establishing Graduation Committee via Hora Finita.
3 months prior	doctoral candidate	Upload dissertation in Hora Finita for assessment by the committee.
3 months prior	Doctorate Board	Establish Graduation Committee via Hora Finita, including PDF version of dissertation. Candidate will provide hardcopy if desired.
3 months prior	doctoral candidate	Request ISBN/DOI number (online via Library). Statement of data repository and ethical clearance conform data management plan.
6 weeks after graduation committee is installed	committee members	Yes/no admission to doctoral defence ceremony. The Secretary of the Graduation Committee gives notice to the Doctorate Board (via Faculty Dean's office in Hora Finita).
Immediately following	doctoral candidate	Approval of dissertation title page by the Doctorate Board Support Office via Hora Finita, and permission to print.
Immediately following, but no later than 14 days prior to ceremony	doctoral candidate	Copies to library (pdf and 1 hardcopy) and to the beadle (12x hardcopy). Interview with the Chair and the beadle.
Doctoral defence and ceremony		