

CHARTER FOR DOCTORAL STUDENTS AND SUPERVISORS

FACULTY ADDENDUM AGREEMENT ON THE COSTS FOR THE PUBLIC DOCTORAL DEFENCE

FACULTY OF MEDICINE AND HEALTH SCIENCES

The Council of the Faculty of Medicine and Health Sciences approved the official Dutch version of the faculty-specific addendum to the institutional '[Charter for doctoral students and supervisors](#)' – Codex Ghent University on 24 April 2024. The institutional charter directs towards a (written) agreement between the doctoral student and the supervisor(s) regarding the financial and practical conditions of the doctorate. This addendum includes faculty-specific regulations for the costs related to (the organization of) the public doctoral defence at the Faculty of Medicine and Health Sciences.

EXPECTATIONS

The supervisor(s) and doctoral student **agree on the budget that will be covered by the supervisor** for the public doctoral defence. The indicative amount set by the faculty is €1500. The supervisor(s) and doctoral student make an overview of the costs that can be included. These costs are **financed directly** via a WBS element or budget with the supervisor as budget holder. Reimbursement via an expense claim is not possible. Any costs that exceed the budget and/or overview will be paid by the doctoral student.

COSTS

First, the contract between the doctoral student and/or the budget holder and the financier is reviewed to determine for which expenses the operating resources can be used.

Costs paid by the doctoral student

The doctoral student must pay the tuition fee. Reimbursement is not possible (not via a direct payment nor via an expense claim) unless otherwise specified in the contract between the doctoral student and/or the budget holder and the financier.

Costs paid by the supervisor

Payment of the travel and accommodation costs for external jury members are provided by the supervisor. Financial support can be requested through the Doctoral School ([Meet the PhD jury](#)).

Within the agreed budget, expenses related to access to and dissemination of research results can be included.

Rent for the venue of the doctoral defence can be incorporated into the budget. If the doctoral defence is part of an event (e.g. a networking event, research day...), catering can also be provided.