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|  | **Proposal for the designation of a Doctorate Committee**[[1]](#footnote-1)  This version is from April, 24,2023  Propose the composition of the DC to the Graduate School ([graduate.school.fsw@vu.nl](mailto:graduate.school.fsw@vu.nl)) using this form. After their preliminary check, the form will be send to the Pool of Professors for their approval. After approval of the manuscript in Hora Finita by all supervisors, the promotor should fill in the composition in Hora Finita for approval of the Dean. |

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| PhD candidate |  |
| Title manuscript |  |
| Promotor submitting the proposal[[2]](#footnote-2) |  |
| Other promotor |  |
| Co-promotor |  |
| Date |  |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name (with titles[[3]](#footnote-3)) | Affiliation[[4]](#footnote-4) | Explanation[[5]](#footnote-5) | Email address | Position | Holding PhD | Gender | Full professor[[6]](#footnote-6) | Has ‘ius’[[7]](#footnote-7) | Employed[[8]](#footnote-8) | | | Co-author of article in dissertation | Conflicting interests[[9]](#footnote-9) |
| at dept.[[10]](#footnote-10) | at FSS | at VUA |
| yes/no | F/M | yes/no | yes/no | yes/no | yes/no | yes/no | yes/no | yes/no |
|  |  |  |  | Member 2 | yes |  |  |  |  |  |  |  | no |
|  |  |  |  | Member 3 | yes |  |  |  |  |  |  |  | no |
|  |  |  |  | Member 4 | yes |  |  |  |  |  |  |  | no |
|  |  |  |  | Member 5 | yes |  |  |  |  |  |  |  | no |
|  |  |  |  | Member 6 | yes |  |  |  |  |  |  |  | no |
|  |  |  |  | Chair | yes |  |  | yes[[11]](#footnote-11) |  |  | yes |  | no |
| Criterion | | | | At least five[[12]](#footnote-12) | Applies to all | At least one female, one male | At least two | Majority | No more than one | At least one, at least two not | At least two not | One VUA member  may have co-authored one article; others none | None |

1. According to VU Doctorate Regulations, July 15, 2021, Article 13, or information from Beleid en Bestuursondersteuning or the beadle, unless otherwise stated. Values already entered are mandatory. Consult the regulations for exceptions. [↑](#footnote-ref-1)
2. Responsible for establishing all requirements. [↑](#footnote-ref-2)
3. A ‘lector’ at a university for applied sciences does not bear the title of professor. For a foreign member, the general rule is that she or he must be full professor to bear the title of professor; if in doubt, seek advice. An emeritus professor has the title of ‘em. prof.’. [↑](#footnote-ref-3)
4. If affiliated with a university, give only the university affiliation. For a full, endowed or emeritus professor, report only the chair and the name of the university. For others, state the field of expertise and the name of the university or (research) institute. If none of the above applies, then only mention the expertise. Please do not use abbreviations – the Dean and the Rector Magnificus need fully written out affiliations. Example: professor of Social Sciences, University of London, U.K. [↑](#footnote-ref-4)
5. Article 13, paragraph 1: ‘The supervisor submits a reasoned proposal for the composition of the Doctorate Committee’. Explain only when the stated expertise is not obvious. [↑](#footnote-ref-5)
6. Full professor. An endowed professor counts as a full professor. A ‘lector’ at a university for applied sciences and an emeritus professor do not count as a professor. [↑](#footnote-ref-6)
7. ‘Ius promovendi’. A full or endowed professor has ius promovendi. Ius promovendi may have been given to an associate professor (UHD) by Vrije Universiteit Amsterdam or another Dutch university. The ‘ius’ of an emeritus professor or retired or departed employee applies five years after he or she leaves. [↑](#footnote-ref-7)
8. Employment. An endowed professor counts as employed. An emeritus professor or retired or departed employee are not employed. FSS is Faculty of Social Sciences at VUA. VUA is Vrije Universiteit Amsterdam. [↑](#footnote-ref-8)
9. Article 6: ‘The following persons cannot be member of the Doctorate Committee: a. the partner of the PhD candidate, supervisor, or co-supervisor; b. first or second-degree relatives, by blood or by marriage, of the PhD candidate, supervisor, or co-supervisor; c. other persons whose relationship with the PhD candidate is such that their independence or impartiality could be called into question.’ [↑](#footnote-ref-9)
10. The departments of the PhD candidate or the supervisor(s). [↑](#footnote-ref-10)
11. A full professor or another staff member of the university who has ius promovendi,or a professor occupying an endowed chair at the university. [↑](#footnote-ref-11)
12. We suggest to propose six members. When seven, insert a row. Please place them in order of opposition. The chair (member 1) is usually the last opponent. [↑](#footnote-ref-12)