

Schedule

Action	Deadline	Responsible persons
Approval of the final version of the Individual Research Plan, which will be the basis for the mid-term evaluation	by 31 January of the year in which the mid-term evaluation is carried out	Supervisor/Supervisors Auxiliary Supervisors Doctoral Committees Doctoral Programme Co-ordinator
Proposing the Mid-Term Evaluation Committee and obtaining the consent of the proposed persons (electronic correspondence flow)	By 30 March of the year in which the mid-term evaluation is carried out	Doctoral Programme Co-ordinator
Sending letters requesting permission to participate in the work of the Mid-term Evaluation Committee and statements of impartiality to the persons indicated by the Doctoral Programme Co-ordinator. (electronic circulation of documents with qualified electronic signature permitted)	Obtain confirmation of attendance at the committee meeting and statements between 1 April and 30 May of the year in which the mid-term evaluation is carried out	Doctoral School Office
Appointment of the mid-term evaluation committee	by 31 May of the year in which the mid-term evaluation is carried out	Director of the DSSS JU
Submission of a complete, signed paper and/or electronic version of the documentation referred to in § 5 of the Regulations for Conducting Mid-Term Evaluation at DSSS JU, which is a condition for admission to the mid-term evaluation. The documents are forwarded to the doctoral programme co-ordinators for formal verification.	by 30 June of the year in which the mid-term evaluation is carried out	PhD Student after consultation with the Doctoral Programme Co-ordinator
Formal verification of documents by Doctoral Programme Co-ordinator.	by 9 July of the year in which the mid-term evaluation is carried out	Doctoral Programme Co-ordinator

Informing the PhD student about the members of the mid-term Evaluation Committee and the date of the mid-term evaluation	By 31 July of the year in which the mid-term evaluation is carried out	Doctoral School Office
Transmission of the materials received from the doctoral student to the mid-term evaluation committee and confirmation of information about the date of the mid-term evaluation	By 31 July of the year in which the mid-term evaluation is carried out	Doctoral School Office
<p>Mid-term evaluation committee meetings</p> <p>During the meeting, the PhD student makes a presentation of the findings of the research work carried out. The presentation shall be followed by a discussion with the doctoral student.</p> <p>The presentation and discussion are open to the public.</p>	1 - 20 September 2022	Mid-term Evaluation Committee