

Submit a proposal to appoint the members of the Doctorate Committee VU/VUmc

For whom: PhD candidates whose manuscript has been uploaded in Hora Finita
Aim: Appoint members of doctorate Committee to assess the manuscript qualitatively as a whole

Section 4, article 13 of the Doctorate Regulations VU University deals with the composition of the Doctorate Committee for assessing the manuscript (download to DR VU below)

Requirements & instructions for composition of the Doctorate Committee:

General:

- The Doctorate Committee should be composed meeting the Doctorate Regulations, art. 13
- The members of the Doctorate Committee are full professors and/or have obtained a PhD
- At least two committee members must be full professor and the majority must have ius promovendi
- The Doctorate Committee is chaired by a full professor who is affiliated with VU University or another staff member of VU University who has ius promovendi, or a professor occupying an endowed chair at the VU University
- The supervisor and co-supervisor may not be members of the Doctorate Committee.

Specific: composition of the Doctorate Committee:

- At least five members, including at least one man and one woman
- At least one member (and two of the most), associated with the faculty
 - No more than one of these members may be associated with the supervisor's work unit
- At least two members of the Committee must be affiliated with a university other than the one that is to confer (or co-confer) the degree
 - These external members may not have co-authored articles that are included in the PhD candidate's dissertation
 - Exceptions to this are permitted in special cases, following a reasoned proposal made by the supervisor and with the written consent of the dean
 - This is subject to the condition that no more than one member of the Doctorate Committee may have co-authored no more than one article included in the dissertation.

Next steps:

- The supervisor emails the proposal for the composition of the Doctorate Committee to the dean
- The key user checks if the proposal for the composition complies with the Doctorate Regulations
- The dean decides upon the composition and emails back to the supervisor with the request to verify if they are willing and available to be part of the committee
- As soon as the intended committee members have agreed, the procedure as in Hora Finita can be started up.

Download:

[VU Doctorate Regulations](#)