

# Guideline PhD Contract

A healthy future for all is what Amsterdam UMC strives for. Excellence through scientific research contributes to that. Approximately 3,000 PhD students actively contribute to this on a daily basis.

To enable PhD candidates to master all the skills as a scientist and thus meet the requirements set out in the PhD regulations and Research Code for admission to a PhD, Amsterdam UMC considers it important that all PhD candidates are given the conditions in sufficient time and resources to ensure equality and quality of Amsterdam UMC PhD trajectories.


It is important that both project leader and PhD candidate are aware of this guideline before they start a trajectory and act accordingly.

## Amsterdam UMC's Rule

**Full-time (1 fte = 36 hours per week)  
PhD of 4 years, fully funded**

by a 'PhD candidate position' employment contract,  
and in agreement with the general terms and conditions of employment  
of [Amsterdam UMC Research B.V.](#) / [CAO UMC](#).

Before the start of a PhD, a declaration stating the type of PhD contract needs to be sent to HR.  
**EXCEPTIONS** are only possible after substantiation in the declaration.





### Exception 1: Shorter than 4 years or part-time

For **shorter/part-time PhD trajectories or when the PhD is combined with other (e.g. clinical) work**, the declaration needs to state clearly how much time will be dedicated to the PhD and how the PhD can be finished in less time without sacrificing the quality and integrity of the PhD trajectory.



### Exception 2: No secured funding for 4 years yet

When (part of) the **funding for PhD trajectories is not secured yet**, the project leader needs to state in the declaration how they will secure the remaining funding to meet the guideline by handing over a funding plan, and subsequently use their best efforts to do so. In addition, feasible endpoints within the currently funded period have to be described that will benefit the future career of the PhD candidate, as well as the risks when no extra funding can be arranged. Securing funding is primarily the responsibility of the project leader.



### Exception 3: Compensation less than regular salary

If PhD candidates get **compensated less than by a regular PhD candidate salary** (for instance by self-funding, external scholarships or deviant contracts), the project leader needs to verify if extra funding is needed and it needs to be stated how the PhD candidate will be able to compensate for possible financial risks. For external scholarships from abroad we refer to the policy in which we only accept PhD candidates without an employment contract if the grant meets or exceeds the subsistence minimum, derived from [Nibud](#) guideline. If this is not the case, they should be offered a regular employment contract ([see Policy for hiring foreign PhD scholarship students](#)).



### Exception 4: More time needed than 4 years

When the **project leader prefers that the PhD trajectory takes longer** than the initial contract, or when **both the PhD candidate and the supervisory team prefer more than the required work** to be included in the doctoral thesis, they sign a motivated consent that describes the elongation of the PhD trajectory and expected delay of the thesis. When there is no funding guaranteed to cover the full amount of extra time needed for the preferred additions, Amsterdam UMC strongly advises against the inclusion of the additional work.