



UNIVERSITÄT  
ZU KÖLN



## Thesis Advisory Committee Agreement

This is to declare that

\_\_\_\_\_ (PhD student)

and \_\_\_\_\_ (1<sup>st</sup> member, PhD supervisor)

and \_\_\_\_\_ (2<sup>nd</sup> member)

and \_\_\_\_\_ (3<sup>rd</sup> member)

agree to engage in a student-mentor relationship (thesis advisory committee, TAC) while the student is a member of the BCGS, according to §6 PhD regulations MNF University of Cologne. ([https://am.uni-koeln.de/e45267/data/records49874/AM\\_2025-43\\_MNF\\_PromoO\\_ger.pdf](https://am.uni-koeln.de/e45267/data/records49874/AM_2025-43_MNF_PromoO_ger.pdf)).

### Rights and duties of the PhD student:

1. The student actively searches for a second and third member of the TAC during the first three months of his/her PhD-phase (the PhD supervisor can advise on suitable members). At least one of the TAC members must be free of any dependency to the PhD-supervisor.
2. The mentee submits a copy of the signed TAC agreement to the BCGS office Cologne or uploads the document to the respective G-folder in Docfile.
3. Within the first year of the PhD, the student gives an oral presentation about the status of his/her research and the plans for completion of the thesis to the TAC. The TAC will give feedback on the progress and planning of the PhD-project.
4. A second TAC meeting will take place three years after start of the PhD. This meeting may be used to just discuss the format of the dissertation, if the submission of the PhD thesis will take place within three months after the scheduled TAC meeting.
5. After the TAC meeting(s), the PhD student submits the filled and signed form "TAC meeting form" electronically to the BCGS office Cologne or uploads the document to the respective G-folder in Docfile.
6. The PhD student is entitled to contact the additional members of the TAC at any time during his/her PhD studies within the BCGS and ask for additional meetings, if he/she needs support or advice on his/her studies complementary to the support by his/her supervisor.

### Rights and duties of the TAC members:

1. The TAC members answer meeting requests of their PhD student promptly and offer a meeting within two weeks.
2. The TAC members give advice to the PhD student.

The mentoring agreement comes into effect with the signing of the agreement and ends when the PhD student finishes his/her PhD studies within the BCGS (or leaves the BCGS).

Name of student		Date: Signature:
<b>TAC</b>		
First member		Date: Signature:
Second member		Date: Signature:
Third member		Date: Signature:
(Tentative) Title of Ph.D. thesis		
Date of start with PhD		