

Checkpoint 3

All PhD candidates who are part of the Donders Graduate School (DGS) will have a second evaluation meeting at checkpoint 3. This meeting is an important moment to reflect on the progress of a PhD project for both supervision team and PhD candidate. Research has shown that at the 2 years point a good prediction can be made as to what is required to finish the thesis on time. PhD candidates should aim to submit their thesis before or at the last day of their PhD contract.

External advisor:

- The external advisor will be the same person as at CP 2.
- If, in the rare situation, this external advisor is not able to join this meeting, another established researcher will be invited. This new advisor will be sent all documentation of CP2 and 3..

Evaluation procedure:

- The PhD candidate is responsible for approaching the external advisor and for scheduling the evaluation moment.
- Prior to the evaluation, checkpoint 3 is pre-filled in by the PhD candidate.
- The PhD candidate, the supervision team and the external advisor will schedule a meeting at 24 months after the start of the PhD project.
- The PhD candidate starts with a presentation of the original Training and Supervision Plan (TSP), gives an update on the progress of his/her project (incl. potential bottlenecks and problems), and suggests future steps (~ 20 min.). This presentation is open to other people, e.g. group members.
- PhD Candidate and supervision team then meet separately with the external advisor to discuss current situation and future plans.
- The group comes back together and discusses the opinions regarding the progression of the project and the potential problems. The checkpoint form is used as a guideline for the discussion. The content of the thesis will be discussed. A rule of thumb is to take the achievements of the past two years as a basis for the total amount achievable. The six months prior to the end of the PhD project should be reserved for writing the thesis. If no consensus is reached then the Centre director will be consulted.

After the evaluation procedure:

- PhD candidate updates the checkpoint form and informs the supervision team.
- The PhD candidate submits the checkpoint form in Hora Finita.