



Doctoral Education guidelines

The TU Delft requires all PhD candidates in the Graduate School to not only develop their research skills through their research project, but to also work on their personal and professional skills with the Doctoral Education (DE) programme.

OUTLINES OF THE DOCTORAL EDUCATION PROGRAMME

As a PhD candidate you are required to complete the Doctoral Education programme to an amount of 45 GS-Credits (1 GS-Credit = 8 hours of coursework + 4 hours of preparation/assignment). The Doctoral Education programme is divided into three skill categories:

Discipline related skills

The discipline related skills category focuses on giving you a greater breadth and depth of knowledge in the field of your doctoral research.

Research skills

The focus of the research skills category is to improve your ability to conduct scientific research, and improve your skills needed for a role as a researcher in an academic environment.

Transferable skills

The transferable skills category focuses on personal and professional development, which will help you now and in your future career.

For most PhD candidates the 45 GS-Credits are divided equally among these 3 categories. These PhD candidates are in the Standard Doctoral Education track. PhD candidates who have a MSc degree from the faculty of IDE or a comparable masters track, can opt for the IDE Alternative Doctoral Education track, in which there is a bigger focus on the research skills category.

	Standard DE track	IDE Alternative DE track
Discipline related skills	15 GS-credits	15 GS-credits
Research skills	15 GS-credits	22 GS-credits
Transferable skills	15 GS-credits	8 GS-credits

You can apply for the IDE Alternative Doctoral Education track by filling out the **IDE Alternative track request form**.

MANDATORY COURSES

The following courses are obligatory for all IDE PhD candidates.

Discipline related

- IDE Research Course

Transferable

- PhD StartUp
- 1 Career Development Course
 - C10.M1 - Preparing for the Next Step in your Career
 - C10.M2 - Looking for Work in The Netherlands
 - C10.M3 - Personal Branding, Presenting Yourself Effectively
 - C10.M4 - Preparing for a Company Assessment

RULES & REGULATIONS

Please keep the following rules and regulations in mind when planning your Doctoral Education programme.

General

- The outlines of your Doctoral Education programme must be made in consultation with your supervisory team.

Learning on the Job

- Learning on the Job can only be used for the **Research skills** category.
- Only activities from the **Learning on the Job activities table** are eligible for Learning on the Job credits.

Credits

- You can obtain a maximum of 5 GS-credits per course.
- You can obtain a maximum of 10 GS-credits via online courses.
- You can obtain a maximum of 4 GS-credits via language courses.
- You have to obtain a minimum of 5 GS-credits and a maximum of 15 GS-credits via Learning on the Job.
- For MSc courses 1ECTS = 1 GS-credit, the credits may only be included if you pass the exam.
- You can only take each course once for GS-credits.

Registration of credits

- In order for to obtain credits for attending a course you have to get the **course attendance form** signed by the lecturer of the course (this also applies to MSc courses).
- All Doctoral Education activities must be registered in DMA and be approved by your supervisory team.

OBTAINING THE DOCTORAL EDUCATION CERTIFICATE

When you have finished your Doctoral Education, you have to apply for the Doctoral Education Certificate (which you need in order to get a date for your Doctoral Defence Ceremony). The process of applying for the Doctoral Education Certificate is as follows:

1. Make sure all your courses and Learning on the Job activities are registered in DMA correctly (for the courses make sure you have uploaded the course attendance forms as well).
2. Ask your supervisory team for approval of your Doctoral Education programme.
3. Send an email to graduateschool-ide@tudelft.nl asking for a final check of your Doctoral Education programme.
4. The IDE Graduate School checks your Doctoral Education programme. If you fulfil all requirements you'll get the Doctoral Education Certificate. If not, you'll be informed on how to proceed.