

Radboud Universiteit



Doctorate Regulations 2024

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Doctorate Regulations 2024

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CHAPTER 1

General provisions

Article 1 Principles and objectives of the regulations

1. These regulations are based on article 7.19, first paragraph, of the Higher Education and Scientific Research Act (Wet op het hoger onderwijs en het wetenschappelijk onderzoek (hereinafter: the Act)).
2. In view of the provisions of article 7.19, first paragraph, of the Act, these regulations provide for:
 - a. the procedure with regard to the preparation of obtaining the doctorate and with regard to the PhD defence ceremony itself, including the tasks and authorities of those who are involved or may be involved in the PhD defence ceremony.
 - b. the provisions for the settlement of disputes that may arise in connection with the preparation of obtaining the doctor's degree and the PhD defence ceremony itself; and
 - c. the procedure with regard to a joint doctorate.
3. In addition to the provisions of article 7.19, first paragraph of the Act, these regulations lay down the rights and obligations of the PhD candidate with regard to the PhD track.

Article 2 Scope

1. These regulations relate to the conferral of a doctorate as referred to in chapter 7 of the Act.
2. Without prejudice to the provisions of the first paragraph, the rules for conferring the degree of doctor honoris causa are set out in appendix 1.

Article 3 Definitions

1. The terms used in these regulations which are also used in the Act have the same meaning as these terms have in the Act, unless stated otherwise in the second paragraph.
2. Without prejudice to the terms in chapter 2 and chapter 3 of these regulations, the following terms have the following meaning in these regulations:
 - a. professor by special appointment: professor by special appointment as referred to in title 4 of chapter 9 of the Act;
 - b. dean: the dean of one of the faculties of Radboud University in the capacity of member of the doctorate board;
 - c. doctorate: the degree of Doctor or Doctor of Philosophy referred to in article 7.18, first paragraph, of the Act;
 - d. external member: a person who is not employed by or affiliated with Radboud University;
 - e. expert holding a doctorate: a person a doctorate has been conferred to;

- f. graduate school: an organisational unit of Radboud University charged with the practical organisation of the doctoral programme and supervision of PhD candidates;
 - g. graduate school coordinator: the coordinator of a graduate school of Radboud University or an officer comparable to this officer;
 - h. joint doctorate: a doctorate awarded pursuant to article 7.18, sixth paragraph, of the Act by the university together with one or more Dutch or foreign institutions;
 - i. doctorate register: a public register that is kept by the secretary of the doctorate board and which register may be consulted, in any case, upon request;
 - j. PhD track: the preparation for the pursuit of the doctoral degree and the PhD defence ceremony itself, as referred to in article 7.19, first paragraph, under a, of the Act;
 - k. PhD thesis: a manuscript that has been approved by the manuscript committee;
 - l. PhD defence ceremony: an academic ceremony during which the PhD thesis and, if applicable, the propositions are defended and during which the doctor's degree certificate is handed over after the doctorate has been conferred;
 - m. secretary of the doctorate board: the beadle of Radboud University;
 - n. university: a Dutch or international institution for higher education which, in accordance with article 1.22 of the Act, is authorised to bear the name of university in the Netherlands, and which also, in accordance with current regulations, has the right to award doctorates;
 - o. chairperson of the doctorate board: the rector magnificus of Radboud University.
3. Where these regulations refer to a PhD candidate, this is also understood to mean, until the moment of enrolment in the PhD track: prospective PhD candidate.
 4. Where these regulations refer to PhD candidate, this is always understood to mean: PhD candidate (m/f/x).
 5. Where these regulations refer to PhD (co-) supervisor, this is also understood to mean, if there is more than one supervisor: PhD supervisors and/or co-supervisors.
 6. Where these regulations refer to PhD supervisor and co-supervisor, this is also understood to mean, until the moment they are appointed: prospective supervisor and co-supervisor.
 7. Where these regulations refer to professor, this is also understood to be a professor by special appointment. In these regulations professor is also understood to be a professor who is affiliated with a university as referred to in these regulations.

CHAPTER 2

Actors; duties and authorities

Article 4 The PhD candidate

1. The PhD candidate is the person who has registered for a PhD track as referred to in these regulations.
2. The PhD candidate is classified, also in view of the characterisation of the Universities of the Netherlands (Universiteiten van Nederland (UNL)) in one of the following categories:
 - a. the employee-PhD candidate;
 - b. the employed PhD candidate;
 - c. the scholarship PhD candidate;
 - d. the externally funded PhD candidate; or
 - e. the external PhD candidate.

Article 5 The PhD supervisor

1. The PhD supervisor is responsible for the training and the supervision of the PhD candidate. The supervisor supervises the candidate, as much as they can, during the PhD track.
2. Apart from the responsibilities referred to in the first paragraph, the PhD supervisor is charged with:
 - a. determining that the academic work of the PhD candidate qualifies as manuscript; and
 - b. handing over the doctor's degree certificate during the PhD defence ceremony.

Article 6 The supervision team

When performing the tasks described in article 5, the PhD supervisor is assisted by a supervision team.

Article 7 The manuscript committee

1. The manuscript committee is an assessment committee which decides, in an objective and expert manner, whether the PhD candidate's manuscript can serve as the evidence of competence in performing research independently that provides access to obtaining a doctorate.
2. In addition to the task referred to in the first paragraph, the manuscript committee makes a recommendation to the dean whether or not to establish a cum laude committee.

Article 8 The cum laude committee

The cum laude committee is an assessment committee which decides, in an objective and expert manner, whether the PhD thesis is of excellent scientific quality.

Article 9 The doctoral examination board

The doctoral examination board is an assessment committee which decides whether the doctorate and, where appropriate, whether the 'cum laude' distinction can be conferred.

Article 10 The doctorate board

1. At Radboud University, the doctorate board referred to in section 3 of title 1 of chapter 7 of the Act is the so-called committee of deans referred to in the Dual Board Structure Regulations (Structuurregeling) of Radboud University (hereinafter: the Dual Board Structure Regulations).
2. The duties and authorities of the doctorate board follow from the Act and are also described therein.
3. In so far as decisions are taken pursuant to these regulations by:
 - a. the chairperson of the doctorate board,
 - b. the secretary of the doctorate board,
 - c. the dean,
 - d. the PhD supervisor, these decisions are taken on behalf of the doctorate board.
4. Contrary to the provisions of the third paragraph sub c and in so far as these would be taken by the dean on the basis of that paragraph, decisions are taken at the Radboud Teachers Academy (Radboud Docenten Academie (RDA)) by the chairperson of the executive board of this Academy.

CHAPTER 3

Ius promovendi

Article 11 Ius promovendi

In these regulations ius promovendi is understood to mean the right to act as PhD supervisor as referred to in article 7.18, fourth paragraph, of the Act.

Article 12 Ius promovendi professor

1. In view of the provisions of article 7.18 of the Act, a professor has the ius promovendi by operation of law.
2. In view of article 38 Dual Board Structure Regulations, honourably discharged professors retain the ius promovendi for a period of five years following their discharge. This term cannot be renewed.
3. The ius promovendi referred to in the second paragraph applies exclusively to the PhD tracks of PhD candidates for who the professor was appointed as PhD supervisor before the professor's discharge.

Article 13 Ius promovendi and other Radboud University staff

1. In view of the provisions of article 7.18 of the Act, the chairperson of the doctorate board confers the ius promovendi, on the recommendation of the dean, to a member of the Radboud University staff who is not a full professor but who has been awarded a doctorate, if that staff member is sufficiently competent, in the opinion of the chairperson of the doctorate board, to act as PhD supervisor.

2. Sufficient competence as referred to in the first paragraph exists, in any case, if:
 - a. the member of staff is an associate professor (universitair hoofddocent) or holds a comparable academic position;
 - b. the member of staff is demonstrably a good researcher; and
 - c. the member of staff is demonstrably a good supervisor.
3. The provisions of article 12 second paragraph and third paragraph apply equally to the ius promovendi referred to in this article.

Article 14 Acknowledgement ius promovendi external members

1. In accordance with the provisions of article 7.18, fourth paragraph, of the Act, the chairperson of the doctorate board acknowledges, on the recommendation of the dean, the ius promovendi conferred at an other Dutch university to external members of the supervision team who are not professors.
2. The acknowledgement of the ius promovendi referred to in this article exclusively applies with respect to and for the duration of the relevant PhD track.

Article 15 Nomination candidates for ius promovendi

1. The nomination by the dean referred to in article 13 is formulated in a brief and to the point manner and includes:
 - a. at least one positive recommendation of a professor in the relevant academic field,
 - b. a (substantiated) assessment of the competence of the member of staff referred to in the second paragraph, and
 - c. if the ius promovendi has been conferred to the candidate at an other Dutch university, a statement of the relevant university to that effect.
2. The nomination by the dean referred to in article 14 includes a statement of the relevant university that the ius promovendi was conferred to the staff member in question.

CHAPTER 4

The PhD track; the doctorate

Section 4.1 Enrolment in the PhD track

Article 16 Enrolment in the PhD track and conditions for enrolment

Anyone who wishes to obtain a doctorate at Radboud University must enrol in the PhD track at Radboud University in accordance with the rules set out in this section.

Article 17 Enrolment condition 1: statement supervisor

A condition for enrolment is that a professor or an associate professor (universitair hoofddocent) with the ius promovendi has declared themselves willing to act as PhD supervisor.

Article 18 Enrolment condition 2: registration in PhD tracking system

1. In addition to the provisions of article 17, another condition for enrolment is that the PhD candidate is registered by the dean, with due observance of the provisions of article 2 and further, in the PhD tracking system of Radboud University.
2. When registering the PhD candidate, the dean checks whether
 - a. the PhD candidate meets the statutory educational requirement referred to in article 7.18 of the Act or may be eligible for an exemption of this requirement, with due observance of the provisions of article 20;
 - b. the chairperson of the doctorate board has given consent, where a joint doctorate programme is concerned, to start this track, with due observance of the provisions of article 21.

3. When registering, the PhD candidate provides information with respect to the question if
 - a. the PhD candidate has ever started a PhD track before to obtain a doctorate in the intended subject and, if so, where;
 - b. the PhD candidate has obtained a doctorate before and, if so, where and on which subject.

Article 19 Enrolment condition 3: admission graduate school

1. In addition to the provisions of articles 16 and 17, a condition for enrolment is that the PhD candidate has been admitted to the most suitable graduate school.
2. In special situations, the graduate school referred to in the first paragraph may also be a graduate school that is not part of Radboud University. In that case arrangements will be agreed on about the responsibilities under or pursuant to these regulations that the external graduate school will have to take upon itself.
3. In the event the PhD candidate, apart from being admitted to a graduate school referred to in the first paragraph, is also admitted to a graduate school that is not linked to Radboud University, arrangements are agreed on about the division between both graduate schools of the responsibilities of the graduate school under or pursuant to these regulations.

Article 20 Exemption educational entry requirement

1. In exceptional situations, the chairperson of the doctorate board may grant the PhD candidate who fails to meet the educational entry requirement referred to in article 7.18 of the Act, but who can reasonably be expected to meet that requirement as yet within a reasonable period of time, a temporary exemption of the educational entry requirement.
2. In exceptional situations the chairperson of the doctorate board may grant the PhD candidate who fails to meet the educational entry requirement and who is not expected to meet that requirement within a reasonable period of time, a permanent exemption of the educational entry requirement.
3. A request for an exemption is submitted to the secretary of the doctorate board.

Article 21 Permission to start a joint doctorate programme

1. The chairperson of the doctorate board decides on a request of the PhD candidate to start a joint doctorate programme.
2. The request referred to in the first paragraph includes:
 - a. a signed memorandum of understanding in which the joint intentions with respect to the cooperation have been laid down;
 - b. a signed agreement between the cooperating universities in which the joint arrangements with respect to the implementation of the provisions in these regulations have been laid down;
 - c. an explanation of the joint doctorate programme and the manner in which the programme is structured;
 - d. information on the partner or partners in the joint doctorate programme.
3. A request for permission is submitted to the secretary of the doctorate board.

Article 22 Enrolment date PhD track

The PhD candidate is enrolled in the PhD track on the day after the conditions for enrolment have been met.

Article 23 Enrolment rights and obligations

1. The enrolment for the PhD track entitles the PhD candidate to:
 - a. access to the premises and collections belonging to the institute - including in any case the libraries - unless, in the opinion of the institute's board, the nature or significance of the research precludes access;
 - b. supervision by at least two persons when completing the PhD thesis.
2. The enrolment for the PhD track is not made dependent on financial contributions. The necessary printing costs of the doctoral thesis are reimbursed, with due observance of the more detailed rules laid down in appendix 2.
3. By registering for the PhD track, the PhD candidate undertakes to comply with the rules set under or pursuant to the Regulations Academic Integrity (Regeling Wetenschappelijke Integriteit) of Radboud University.
4. The rights and obligations described in these provisions apply in full for all categories of PhD candidates referred to in article 4.
5. Where the employee-PhD candidate and the employee in the process of obtaining a doctorate are concerned, the rights and obligations described in these provisions apply, notwithstanding the arrangements laid down in the employment contract and the applicable collective agreement (collectieve arbeidsovereenkomst (CAO)).

Article 24 Termination of enrolment PhD track

1. The dean terminates the enrolment in the PhD track:
 - a. at the request of the PhD candidate;
 - b. if the doctorate has been obtained;
 - c. if the manuscript committee, with due observance of the provisions in section 4.5, has determined that the evidence of competence referred to in that paragraph has not been delivered; or
 - d. if the doctoral examination board, with due observance of the provisions in section 4.5, has determined that the doctorate cannot be conferred.
2. The dean may terminate the enrolment in the PhD track if the PhD candidate contravenes the rules referred to in article 7.57h, first paragraph, of the Act, has caused serious nuisance in the buildings and on the premises of Radboud University and has failed to discontinue the nuisance even after having been summoned by or on behalf of the institute's board to do so.
3. The dean may terminate the enrolment in the PhD track, at the PhD supervisor's request, if the PhD candidate has failed to meet the obligations referred to in article 28, third paragraph, sub c as laid down in the training and supervision plan (opleidings- en begeleidingsplan (hereinafter: TSP)).
4. In addition to the provisions of the third paragraph, the dean may terminate the enrolment in the PhD track, at the PhD supervisor's request, if the PhD candidate should appear to be unsuitable for performing academic research within the context of the PhD track. The unsuitability may become evident, amongst other things, if
 - a. the rules set under or pursuant to the Regulations Academic Integrity (Regeling Wetenschappelijke Integriteit) are not observed by the PhD candidate;
 - b. consultations as regards the contents and/or the progress of the PhD track have appeared to be impossible; or
 - c. the progress the PhD candidate makes is so limited, in quantitative and in qualitative terms, that it is not likely that the PhD candidate will complete the PhD track within a reasonable period of time.
 - d. The supervisor's request referred to in the third paragraph and the fourth paragraph to terminate the enrolment states proper reasons and is signed by the other members of the supervision team to indicate their agreement.
 - e. Before the dean effects the termination referred to in the second, third and fourth paragraphs, the dean offers the PhD candidate the opportunity to be heard.
 - f. In the situations referred to in the first paragraph, the enrolment is terminated as from the following month. In all other situations the enrolment is terminated with immediate effect.

Section 4.2 Setting up supervision team and appointing PhD (co-)supervisor

Article 25 Setting up the supervision team

1. As soon as possible after the enrolment of the PhD candidate for the PhD track, but no later than within three months, the PhD supervisor makes a recommendation, with due observance of the provisions of article 26, for setting up a supervision team.
2. The dean sets up the supervision team in view of the recommendation referred to in the first paragraph. The dean only sets up the supervision team if the supervision team is composed with due observance of the provisions of article 26. If the supervision team is not composed in time, this delay is laid down, stating reasons for it, in the training and supervision plan (the TSP).

Article 26 Composition supervision team

1. When composing the supervision team, the PhD supervisor takes the following requirements into account:
 - a. The supervision team consists of a minimum of two and a maximum of four persons, including the PhD supervisor.
 - b. The members of the supervision team are experts holding a doctorate, unless the chairperson of the doctorate board, if so requested, has determined that being an expert holding a doctorate is not required for an individual member.
2. If a PhD supervisor is not affiliated with Radboud University, a second PhD supervisor is appointed who is affiliated with the Radboud University, unless the chairperson of the doctorate board, if so requested, has determined that appointing a second PhD supervisor is not necessary.

3. Persons whose relationship with the PhD candidate is such that they should not be requested, within reason, to provide training or supervision cannot be members of the supervision team.
4. When the supervision team is composed, one of the members is given the task of daily supervisor.
5. Upon the request of the PhD supervisor or the PhD candidate, the dean may change the composition of the supervision team that was set up, with due observance of the provisions of article 25. If the composition of the supervision team is changed after it has been set up, this change is laid down, stating reasons for it, in the training and supervision plan (the TSP).

Article 27 Appointment PhD supervisor and co-supervisor

1. At the same time the supervision team is set up, as referred to in article 25, the dean appoints the relevant member of the supervision team as PhD supervisor and, if applicable, a member of that team as co-supervisor.
2. The dean appoints as PhD supervisor a member of the supervision team who, at the moment of appointment:
 - a. is a full professor,
 - b. is a staff member of Radboud University with the ius promovendi, or
 - c. is an external member with the ius promovendi which has been acknowledged by the doctorate board.
3. The dean appoints as co-supervisor a member of the supervision team who is, at the moment of appointment, an expert holding a doctorate as referred to in the first paragraph.
4. If a PhD (co-)supervisor, with due observance of the provisions of article 26, has stepped down as a member of the supervision team, the appointment is deemed to have been withdrawn.

Section 4.3 Drawing up the training and supervision plan (the TSP)

Article 28 Establishing the training and supervision plan (the TSP)

1. As soon as possible after the registration for the PhD track, but ultimately within three months, the PhD candidate and the PhD supervisor together draw up a training and supervision plan, after having discussed this with the other members of the supervision team.
2. The adopted training and supervision plan requires the approval of the graduate school coordinator. After the approval, a copy of the training and supervision plan is archived by the graduate school coordinator.
3. The training and supervision plan includes the arrangements agreed on by the PhD candidate and the PhD supervisor with regard to the training and supervision during the PhD track.
4. Without prejudice to the relevant provisions in the applicable collective agreement (collectieve arbeidsovereenkomst (CAO)), the training and supervision plan at least provides for:
 - a. the duration of the academic research phase and preparation of the manuscript referred to in section 4.4;
 - b. the composition of the supervision team;
 - c. possible obligations of the PhD candidate that serve as a condition for further enrolment in the PhD track;
 - d. other agreements that are relevant for the training and supervision.

Article 29 Changes in the training and supervision plan (the TSP)

In accordance with the provisions of article 28 first paragraph, interim changes can be made in the training and supervision plan.

Section 4.4 Research and preparation of manuscript

Article 30 Start of research and preparation of manuscript

1. After the phase referred to in section 4.3, the phase of scientific research and preparation of the manuscript starts.
2. The scientific research and preparation of the manuscript take place at one of the faculty research institutes of Radboud University or a comparable unit.

Article 31 Adopting the manuscript

1. If the PhD supervisor is of the opinion that the PhD candidate can be admitted, on the basis of the research and the academic work prepared, to the defence of that work before the doctoral examination board, the PhD supervisor adopts the work as manuscript. This decision is signed by the PhD supervisor and co-signed for approval by the other members of the supervision team.
2. The PhD supervisor can exclusively adopt the PhD candidate's work as manuscript after
 - a. the work has been checked for plagiarism with the help of the relevant software that is made available by the institute. For this check the PhD supervisor may seek the opinion, through the intervention of the executive board, of the research integrity committee (commissie wetenschappelijke integriteit) of Radboud University; and
 - b. it has appeared from the accountability referred to in article 72 that the PhD candidate's research data management meets the standards applicable in the relevant academic field.

Section 4.5 Assessment manuscript by manuscript committee

Article 32 Request for setting up manuscript committee

1. The PhD supervisor sends a copy, without delay, of the decision referred to in article 31 to the dean and requests that the dean should set up a manuscript committee and appoint its members.
2. The PhD supervisor makes a recommendation to the dean for the appointment of the members of the manuscript committee.

Article 33 Setting up the manuscript committee and appointing members

1. As soon as possible after the receipt of the request referred to in article 32, the dean sets up a manuscript committee, in accordance with the provisions of article 34 and appoints the members.
2. The dean informs the members of the manuscript committee, in writing, of their appointment.
3. The dean informs the PhD candidate and the PhD supervisor that the manuscript committee has been set up and the members of that committee have been appointed.
4. The dean may give the members of the manuscript committee guidelines and instructions within the framework of these regulations. The members of the manuscript committee provide the dean with the information requested by the dean.

Article 34 Composition of the manuscript committee

1. When setting up the the manuscript committee and appointing the members, the dean ensures that the manuscript committee can make its decisions in an objective and expert manner. The dean observes the following issues:

- a. A manuscript committee consists of three or five members, including the chairperson.
 - b. The manuscript committee consists of a majority of professors and/or associate professors (universitair hoofddocent) with the ius promovendi.
 - c. All the members of the manuscript committee are experts holding a doctorate, unless the chairperson of the doctorate board has determined otherwise.
 - d. The chairperson of the manuscript committee is affiliated with or employed by Radboud University as a professor or associate professor (universitair hoofddocent) with the ius promovendi.
 - e. At least one member of the manuscript committee is an external member; if the committee has five members, at least two are external members.
 - f. Members of the supervision team are not eligible for appointment.
 - g. The manuscript committee has a balanced and, if possible, diverse composition.
2. When setting up the manuscript committee, the dean verifies, in view of the relations and interests of the individual members, if each of the members of the manuscript committee is able, individually, to make decisions without unwanted pressure or undue influence. A person who is co-author of an article that forms part of the manuscript is not appointed, unless, in the dean's opinion, the appointment of that person is required because of the expert composition of the committee and the dean has ascertained that an independent opinion of the manuscript committee is not compromised with the appointment of this person.
 3. If a member of the manuscript committee resigns prematurely as a member, the dean ensures replacement. The chairperson of the doctorate board is informed about the replacement and the reason for the resignation is stated.

Article 35 Forwarding manuscript to manuscript committee

1. After the manuscript committee has been set up, the PhD candidate ensures that all the members of this manuscript committee receive a copy, as soon as possible, of the manuscript adopted by the PhD supervisor.
2. If the results of the manuscript are based or also based on research data, the manuscript committee is given access, in principle and following a request stating reasons, to these research data. In circumstances that, in the PhD supervisor's opinion, access cannot be given to all the members of the manuscript committee, the chairperson of the manuscript committee will in any case be given access. At the PhD supervisor's request, the chairperson of the doctorate board may decide, in very exceptional cases and if there are compelling reasons, that the chairperson of the manuscript committee is not given access to the research data either.

Article 36 Decision-making procedure manuscript committee - assessment of manuscript

1. At the latest five weeks after the receipt of the manuscript, the manuscript committee decides whether the PhD candidate has delivered, by means of the manuscript, evidence of competence in performing research independently. If evidence of competence has been delivered in the manuscript committee's opinion, the manuscript is adopted as a PhD thesis.
2. The manuscript committee decides by a majority of votes.

3. For assessment purposes, each member of the manuscript committee makes use of the assessment form in appendix 3. Each of the assessment criteria described in that form is provided with explanatory notes. The completed assessment forms are attached to the decision. However, the chairperson of the manuscript committee may decide not to attach the completed assessment forms.
4. The manuscript committee's decision includes a synthesis, drawn up by the chairperson of the manuscript committee, of all the assessments by the members of the manuscript committee. The synthesis is always attached.

Article 37 Recommendation for setting up cum laude committee

1. In the event the manuscript committee has decided that the evidence of competence in performing research independently has been delivered, the manuscript committee gives its recommendation on setting up a cum laude committee. A recommendation to set up a cum laude committee is made if the adopted PhD thesis, in the manuscript committee's opinion, belongs to the best five to ten per cent of the doctoral theses in the relevant academic field.
2. The manuscript committee decides by a majority of votes.
3. For assessment purposes, each member of the manuscript committee makes use of the assessment form in appendix 4. Each of the assessment criteria described in that form is provided with explanatory notes. The completed assessment forms are attached to the decision. However, the chairperson of the manuscript committee may decide not to attach the completed assessment forms.
4. The manuscript committee's decision includes a synthesis, drawn up by the chairperson of the manuscript committee, of all the assessments by the members of the manuscript committee. The synthesis is always attached.

Article 38 Re-assessment

1. In the event the manuscript committee has decided that the evidence of competence in performing research independently has not been delivered, that decision includes a concrete substantiation, stating the reasons why the manuscript fails to meet the standards and, where possible, recommendations for improvement. The decision also includes a reasonable deadline set for the improvements to be effected.
2. The PhD candidate is given one single opportunity to effect, within the deadline set by the manuscript committee, the improvements in the manuscript and to submit the manuscript once again for assessment, with due observance of the provisions of article 31, to the same manuscript committee.
3. The second assessment referred to in the second paragraph is equally subject to the provisions of articles 30 and further.
4. In the event the manuscript committee decides once more, at the second assessment, that the evidence of competence in performing research independently has not been delivered, the manuscript cannot be submitted for assessment again, not to a manuscript committee with a different composition either. In that case the enrolment in the PhD track is terminated pursuant to article 24.

Article 39 Forwarding the decision of the manuscript committee

1. The chairperson of the manuscript committee informs the dean, in writing, of the decision(s) of the manuscript committee.
2. Upon receipt, the dean forwards the decision(s) to the PhD candidate, to the PhD supervisor and to the secretary of the doctorate board. The recommendation to set up a cum laude committee is not forwarded to the PhD candidate; that recommendation remains secret for the PhD candidate.

Section 4.6 Assessment of PhD thesis by cum laude committee

Article 40 Information PhD supervisor

As soon as possible after the receipt of the recommendation referred to in article 37, the dean requests the PhD supervisor for information on the academic research process and on the (personal) qualities of the PhD candidate during the research process. The dean may also request the members of the manuscript committee for further information on the recommendation referred to in article 37.

Article 41 Setting up cum laude committee and appointment members

1. Unless the information referred to in article 40 should be a reason to decide otherwise, the dean sets up a cum laude committee, as soon as possible after having received the information and with due observance of the provisions of article 42, and appoints the members.
2. The dean informs the PhD supervisor and the doctorate board about setting up the cum laude committee and appointing the members of that committee. The setting up of the cum laude committee remains secret for the PhD candidate.

3. The dean may give the members of the cum laude committee guidelines and instructions within the framework of these regulations. The members of the cum laude committee provide the dean with the information requested by the dean.

Article 42 Composition of the cum laude committee

1. When setting up the cum laude committee and appointing the members, the dean ensures that the cum laude committee can make its decisions in an objective and expert manner. The dean observes the following requirements:
 - a. A cum laude committee consists of three members, including the chairperson.
 - b. The chairperson of the manuscript committee is also the chairperson of the cum laude committee.
 - c. The members of the cum laude committee are all professors or associate professors (universitair hoofddocent) with the ius promovendi.
 - d. The members of the cum laude committee are experts in the academic field the PhD thesis is related to.
 - e. The two members of the cum laude committee still to be appointed are external members.
 - f. The cum laude committee has a balanced and, if possible, diverse composition.
 - g. Members of the supervision team and members of the manuscript committee, except the chairperson, are not eligible for appointment.

2. When setting up the cum laude committee, the dean verifies, in view of the relations and interests of the individual members, if each of the members of the cum laude committee is able, individually, to make decisions without unwanted pressure or undue influence. Any person who is co-author of an article that forms part of the manuscript is not appointed, unless, in the opinion of the dean, the appointment of that person is strictly necessary.
3. If a member of the cum laude committee resigns prematurely as a member, the dean ensures replacement. The chairperson of the doctorate board is informed about the replacement and the reason for the resignation is stated.

Article 43 Forwarding PhD thesis to cum laude committee

1. After the cum laude committee has been set up, the chairperson of the manuscript committee ensures that all the members of the cum laude committee receive a copy, as soon as possible, of the PhD thesis adopted by the manuscript committee.
2. If the results of the manuscript are based or also based on research data, the cum laude committee is given access, in principle and following a request stating reasons, to these research data. In circumstances that, in the PhD supervisor's opinion, access cannot be given to all the members of the manuscript committee, the chairperson of the manuscript committee will in any case be given access. At the PhD supervisor's request, the chairperson of the doctorate board may decide, in very exceptional cases and if there are compelling reasons, that the chairperson of the cum laude committee is not given access to the research data either.

Article 44 Decision-making procedure cum laude committee

1. At the latest five weeks after the receipt of the PhD thesis, the cum laude committee decides whether the PhD thesis is of excellent scientific quality.
2. The cum laude committee decides by a majority of votes.
3. For assessment purposes, each member of the cum laude committee makes use of the assessment form in appendix 5. Each of the assessment criteria described in that form is provided with explanatory notes. The completed assessment forms are attached to the decision. However, the chairperson of the manuscript committee may decide not to attach the completed assessment forms.
4. The cum laude committee's decision includes a synthesis, drawn up by the chairperson of the cum laude committee, of all the assessments by the members of the committee. The synthesis is always attached.

Article 45 Forwarding the decision of the cum laude committee

1. The chairperson of the cum laude committee informs the dean, in writing, of the decision of the cum laude committee.
2. Upon receipt, the dean forwards the decision(s) to the PhD supervisor and to the secretary of the doctorate board. The decision of the cum laude committee remains secret for the PhD candidate.

Section 4.7 Preparation PhD defence ceremony**Article 46 Setting the date for the PhD defence ceremony**

1. As soon as possible after the PhD thesis has been adopted by the manuscript committee, the date for the PhD defence ceremony is set, at the PhD candidate's request, by the secretary of the doctorate board.

2. The date for the PhD defence ceremony must be set before the doctoral examination board is set up and the members of that committee are appointed.
3. The date for the PhD defence ceremony is laid down in writing. The dean receives a copy of this.

Article 47 Request for obtaining the doctorate

1. As soon as possible after the PhD thesis has been adopted by the manuscript committee, the PhD candidate requests the secretary of the doctorate board, upon submission of a printing proof of the PhD thesis, to be admitted to the PhD defence referred to in article 7.18 of the Act.
2. The secretary of the doctorate board admits the PhD candidate to the PhD defence in the event
 - a. the PhD candidate is enrolled in the PhD track with due observance of the provisions in these regulations;
 - b. the PhD candidate meets the statutory requirements with respect to previous education referred to in article 7.18 of the Act or has been exempted from these requirements, with due observance of the provisions of article 20;
 - c. the PhD thesis has been adopted by the manuscript committee, with due observance of the provisions in these regulations;
 - d. the propositions, if applicable, have been approved by the PhD supervisor, with due observance of the provisions in these regulations;
 - e. the printing of the PhD thesis meets the format requirements referred to in these regulations.

Article 48 Printing of the PhD thesis

1. After the PhD candidate has been admitted to the PhD defence, the PhD candidate ensures that the PhD thesis is printed, unless the chairperson of the doctorate board has permitted to have the PhD thesis published in an alternative way.
2. The PhD candidate is responsible for printing the PhD thesis - or having it printed - in time.

Article 49 Setting up doctoral examination board and appointment members

1. At the latest five weeks before the PhD defence ceremony date, the chairperson of the doctorate board sets up the doctoral examination board, with due observance of the provisions of article 50, and appoints the members.
2. After the doctoral examination board has been set up, the secretary of the doctorate board informs the members of the doctoral examination board of their appointment. The secretary of the doctorate board also informs the doctorate candidate that the doctoral examination board has been set up and its members have been appointed.

Article 50 Composition doctoral examination board

1. When setting up the doctoral examination board, the chairperson of the doctorate board observes the following requirements:
 - a. The doctoral examination board consists of a minimum of seven and a maximum of eleven members.
 - b. Members of the doctoral examination board are: the chairperson of the doctorate board, the members of the manuscript committee and the PhD supervisor and the co-supervisor.

- c. Apart from the members mentioned under b, the chairperson of the doctorate board adds at least one more member to the doctoral examination board.
 - d. The doctoral examination board consists of at least two external members, not including the chairperson and the PhD (co-)supervisor.
 - e. The doctoral examination board consists of a majority of professors and/or associate professors (universitair hoofddocent) with the ius promovendi..
 - f. The doctoral examination board has a balanced and, if possible, diverse composition.
2. With the exception of the PhD (co-)supervisor, all members of the doctoral examination board can act as opponents during the PhD defence ceremony.
3. The chairperson of the doctorate board acts as chairperson of the doctoral examination board. The chairperson of the doctorate board is replaced by the dean in case of absence or inability to attend or, if the dean is not available, by an other professor to be appointed for that purpose by the chairperson of the doctorate board.

Article 51 Dispatching, submitting and filing in repository of PhD thesis

1. After the doctoral examination board has been set up and the PhD thesis has been printed, the PhD candidate ensures that all members of the doctoral examination board receive copies of the printed PhD thesis as soon as possible. The PhD candidate informs the dean that copies of the PhD thesis have been forwarded to the doctoral examination board.
2. At the latest four weeks before the PhD defence ceremony, the doctorate candidate delivers ten copies of the printed PhD thesis to the secretary of the doctorate board.

3. If the results of the manuscript are also based on research data, the doctoral examination board may be given access, upon request, to these research data. The provisions of article 35, second paragraph, apply accordingly.
4. A digital copy of the PhD thesis must be delivered at the central university library in view of including it in the repository of Radboud University. At the PhD candidate's request, the chairperson of the doctorate board may determine that including it in the repository may be delayed for a maximum of six months. In that case the full text of the PhD thesis is included in the repository under embargo.
5. The request referred to in the third paragraph is submitted, in writing, to the secretary of the doctorate board.

Article 52 Forwarding the PhD thesis and inspection

1. The secretary of the doctorate board ensures that the copies of the PhD thesis submitted by the doctorate candidate are forwarded, at least three weeks before the date of the PhD defence ceremony, to those persons who are entitled to a copy, in due consideration of the instructions of the chairperson of the doctorate board.
2. One single copy of the PhD thesis is available for inspection, by any person, at the office of the secretary of the doctorate board for a period of at least two weeks before the date of the PhD defence ceremony.

Article 53 Appointing additional opponents

1. The chairperson of the doctorate board may decide, following a request, that experts holding a doctorate who are not members of the doctoral examination board may nevertheless oppose during the PhD defence ceremony. Such request by the expert holding a doctorate must be submitted, at the latest two weeks before the date of the PhD defence ceremony, to the secretary of the doctorate board; a copy of the request must be forwarded to the PhD candidate and the PhD supervisor.
2. If the request referred to in the first paragraph is honoured, the secretary of the doctorate board informs the person making the request, the dean, the PhD candidate and the PhD supervisor about this.

Article 54 Location PhD defence ceremony

1. The PhD defence ceremony takes place at the Radboud University campus in Nijmegen, unless the chairperson of the doctorate board has determined, upon request, that the PhD defence ceremony should take place elsewhere.
2. If the defence should take place elsewhere, the provisions in these regulations apply in full.
3. A request referred to in the first paragraph is submitted, in writing, to the secretary of the doctorate board.

Article 55 Language of communication at PhD defence ceremony

1. The language of communication at the PhD defence ceremony is the Dutch language or the English language or a combination of both, unless the chairperson of the doctorate board has determined, upon request, that another language should be the language of communication.
2. A request referred to in the first paragraph is submitted, in writing, to the secretary of the doctorate board.

Article 56 Presence

1. The PhD defence ceremony takes place in the physical presence of the persons involved, amongst who, more specifically, the PhD candidate, the PhD supervisor and the chairperson of the doctoral examination board. In the event the number of persons involved is too low, in the secretary of the doctorate board's opinion, the PhD defence ceremony is moved in accordance with the provisions of article 46.
2. In furtherance of sustainability, moreover, one or more of the persons involved may be present, upon request, online.
3. A request referred to in the first paragraph is submitted, in writing, to the secretary of the doctorate board.

Section 4.8 PhD defence, conferral doctorate and degree certificate**Article 57 Preparatory meeting; determining order of oppositions**

In a meeting of the doctoral examination board prior to the PhD defence ceremony, the chairperson of the doctoral examination board determines the order and the duration of the oppositions.

Article 58 PhD defence

1. The defence of the PhD thesis takes place during the PhD defence ceremony, before the doctoral examination board.
2. The PhD defence ceremony is public.
3. The PhD defence ceremony is chaired by the chairperson of the doctoral examination board and it is conducted according to the rules laid down in a protocol. The protocol is attached as appendix 6.

Article 59 Deliberations doctoral examination board

1. Once the defence of the PhD thesis has been closed, the doctoral examination board meets to deliberate.
2. During the deliberations, the PhD supervisor can be asked for information, in the interest of decision-making, on the research process and about the (personal) qualities of the PhD candidate during the research process.
3. The meeting is held behind closed doors. No record is made of the deliberations.

Article 60 Decision-making doctoral examination board

1. After the deliberations, the doctoral examination board decides, on the basis of the manuscript committee's opinion, the information provided by the PhD supervisor during the meeting and in due consideration of the manner in which the PhD candidate has defended the PhD thesis, whether the doctorate can be conferred.
2. If the decision of the cum laude committee is positive, the doctoral examination board decides, on the basis of the cum laude committee's opinion, the information provided by the PhD supervisor during the meeting and in due consideration of the manner in which the doctoral candidate has defended the PhD thesis, whether the cum laude distinction can also be conferred.
3. The doctoral examination board decides by a majority of votes. If the votes are equally divided, the chairperson of the doctoral examination board decides.
4. Only the members of the doctoral examination board who were present - physically or online - during the defence of the PhD thesis have the right to vote, unless the chairperson of the doctoral examination board decided otherwise prior to the PhD defence ceremony.

Article 61 Re-assessment

1. In the event the doctoral examination board has decided that the doctorate cannot be conferred, the PhD candidate is given one single opportunity to defend the PhD thesis once again, within a reasonable time limit set by the doctoral examination board.
2. The second assessment referred to in the first paragraph is equally subject to the provisions of sections 4.7 and further.

3. In the event the doctoral examination board decides once more, at the second assessment, that the doctorate cannot be conferred, the enrolment in the PhD track is terminated pursuant to article 24. The PhD thesis cannot be defended again at Radboud University if the PhD track at Radboud University is terminated.

Article 62 Conferral doctorate

1. After the vote, the doctoral examination board confers the doctorate and, if applicable, the distinction.
2. The doctorate is conferred by the doctoral examination board on behalf of the doctorate board.

Article 63 Signing the doctor's degree certificate

1. As evidence of the doctorate's having been conferred, the doctor's degree certificate is signed after the doctorate has been conferred.
2. The chairperson of the doctorate board and the PhD (co-)supervisor sign the doctor's degree certificate.
3. In the event the cum laude distinction is awarded, this distinction is also stated on the doctor's degree certificate.

Article 64 Announcement decision

Following the deliberations, the chairperson of the doctorate board reopens the PhD defence ceremony and announces the decision on the conferral of the doctorate and, if applicable, the distinction.

Article 65 Awarding doctor's degree certificate

If the doctorate is conferred, the PhD supervisor, after the conferral and on the instructions of the chairperson of the doctorate board, hands over the doctor's degree certificate to the PhD candidate.

Article 66 Registration decision in doctorate register

The decision of the doctoral examination board and the results of the vote of the doctoral examination board are registered in the doctorate register by the secretary of the doctorate board.

Section 4.9 Revoking the doctorate**Article 67 Revoking the doctorate because of academic fraud**

1. In the event it is discovered, at any time after the doctorate has been conferred, that the PhD thesis has violated the research integrity as referred to in the Regulations Academic Integrity (Regeling Wetenschappelijke Integriteit) of Radboud University, the doctorate board, following the dean's recommendation, may decide, stating reasons, to revoke the doctorate.
2. Prior to a decision referred to in the first paragraph, the doctorate board, through the intervention of the executive board, may seek the opinion of the research integrity committee (commissie wetenschappelijke integriteit) of Radboud University.

CHAPTER 5

The PhD thesis

Section 5.1 General rules in relation to the PhD thesis

Article 68 The PhD thesis

1. The PhD thesis is a treatise consisting of:
 - a. an academic part; and
 - b. a non-academic part.
2. The PhD thesis must comply with the rules laid down in this chapter.

Article 69 Language of the PhD thesis and language-specific parts

1. The PhD thesis is written either in the Dutch language or in the English language.
2. If the PhD thesis is written in the Dutch language, a translation of the title and a summary of its content is included in the English language. An additional summary in another language is permitted.
3. If the PhD thesis is written in the English language, a summary in the Dutch language is included in any case.
4. The title page must always be drafted in the Dutch language, regardless of the language of the title of the PhD thesis.
5. The summary referred to in the second paragraph and the third paragraph is brief and to the point.
6. Following the chairperson of the doctorate board's written permission, the language requirements referred to in the first to the fifth paragraphs can be departed from.

Section 5.2 Format requirements academic part

Article 70 Format academic part

1. The academic part consists of:
 - a. an academic treatise; or
 - b. a collection of academic treatises; or
 - c. a technical design.
2. In the event the PhD thesis consists of a collection of academic treatises or a technical design, the PhD thesis includes an introduction to these that has not been published before and a critical reflection on the articles taken together.

Article 71 PhD thesis of multiple authors

In the event the PhD thesis, or a part of it, has been produced by multiple authors, the essential and independent academic contribution and input of the PhD candidate must be demonstrated explicitly by means of a report that is part of the PhD thesis.

Article 72 Description of research data management

1. If the PhD thesis is based on research data, the PhD thesis contains a description of the research data management.
2. The description addresses, at least, the processing method of the research data referred to in the first paragraph, the way the data are stored and the way the data are made available.

3. The description must demonstrate that the research data management complies with the standards that apply in the relevant academic field.

Article 73 Propositions

1. The PhD thesis may include a separate insert on which at least six and at most twelve propositions are added. Propositions are assertions the PhD candidate is prepared to defend with academic arguments.
2. Propositions
 - a. are related to the subject or the academic field of the subject of the PhD thesis;
 - b. comprise their own additions; and
 - c. can be defended with academic arguments.
3. The propositions must be approved by the PhD supervisor in advance. The PhD supervisor verifies if the propositions comply with the requirements referred to in the first paragraph and the second paragraph. Before granting the approval requested, the PhD supervisor consults, in so far as the propositions are beyond their own academic field and specialism, experts on the matter.
4. Supplementary to the provisions of the first paragraph, a maximum of two extra propositions may be included that relate to subjects outside the academic field the PhD thesis is related to.

Section 5.3 Format requirements non-academic part

Article 74 Non-academic part

1. The non-academic part of the PhD thesis consists of the title page, a table of contents and the curriculum vitae.
2. The non-academic part of the PhD thesis may include an acknowledgement.
3. The chairperson of the doctorate board may expand the format requirements for the non-academic part of the PhD thesis if such additional format requirements are deemed necessary, within the relevant academic field, by the dean. In that case the additional requirements are attached to these regulations as an appendix.

Article 75 Title page

1. The PhD thesis includes a title page, consisting of the front and the reverse of the title page.
2. The content and the format of the title page are drafted in accordance with the models in appendix 7 and appendix 8.

Article 76 Curriculum vitae

1. The PhD thesis includes, on the last page, a brief curriculum vitae of the PhD candidate.
2. The curriculum vitae may include an overview of educational programmes attended during the PhD track.

Article 77 Acknowledgement

1. Persons and institutions that have contributed, in any way, to the realisation of the PhD thesis, other than the academic contribution referred to in article 71, may be thanked
 - a. either in a preface, on the reverse of the title page, or in an acknowledgement at the end of the PhD thesis if the support concerns the entire PhD thesis; or
 - b. in a footnote on the first page of the relevant part if the support concerns a specific part.
2. The acknowledgement is, in all cases, brief and to the point and must be formulated in such a way that it does not compromise the academic character of the PhD thesis.

Article 78 Financing

In order to guarantee transparency, the PhD thesis clearly states, if applicable, who the PhD candidate was financed by during the PhD track.

Article 79 Advertisements

Advertisements are not permitted in the PhD thesis.

CHAPTER 6

Disputes and legal protection

Article 80 Scope of chapter 6

In the event the PhD candidate has an employment contract with Radboud University, the provisions of this chapter do not apply to any disputes that arise from that contact.

Article 81 Objection and appeal

1. An interested party may object to decisions taken pursuant to these regulations, within six weeks after this party was informed of the decision, by filing a written notice of objection, stating reasons, with the secretary of the doctorate board.
2. The chairperson of the doctorate board sets up an advisory committee, ultimately within four weeks after receipt of the notice of objection.
3. The advisory committee consists of two members of the doctorate board and a chairperson who is not a member of the doctorate board and does not take decisions on behalf of that board. The members of the advisory committee have not been involved in the PhD track the decision is related to.
4. The advisory committee acts in accordance with the provisions of article 7:13 of the General Administrative Law Act (Algemene wet bestuursrecht). The advisory committee may hear the parties involved and is entitled to make such enquiries as are required for the proper performance of its tasks.
5. The advisory committee delivers its recommendations, in writing and within four weeks after it has been set up, to the doctorate board. The recommendations also include a report of the hearing.
6. The doctorate board informs the objector and the other parties involved in the objection proceedings of its decision on the objection, in writing and stating reasons, within four weeks after the recommendations have been received but in any case within ten weeks following the receipt of the notice of objection.
7. An interested party can appeal against a decision referred to in the sixth paragraph at the district court within six weeks after the objector has been informed of the decision. In that event the chairperson of the doctorate board appears in court for and on behalf of the doctorate board.

Article 82 Complaints

1. Without prejudice to the provisions of article 81, a PhD candidate may file a complaint, in compliance with these regulations, with the chairperson of the doctorate board about conduct or negligence that has directly affected the interests of the PhD candidate. In the event other regulations or provisions within Radboud University already provide for the processing of the complaint, the chairperson of the doctorate board does not deal with the complaint.
2. In the event a complaint referred to in the first paragraph is filed, the dean mediates.
3. In the event the mediation referred to to in the second paragraph fails to result in an agreement, the chairperson of the doctorate board gives an opinion, stating reasons, about the merits of the complaint. The chairperson of the doctorate board may include a recommendation in this opinion.

CHAPTER 7

Confidentiality and privacy

Article 83 Confidentiality

In relation to matters discussed in the meetings of the manuscript committee, the cum laude committee and the doctoral examination board and during the dispute proceedings, those present are obliged to observe confidentiality.

Article 84 Privacy

The personal data provided in the context of these regulations will be processed in an appropriate and careful manner, in compliance with the applicable legislation and regulations. More information on how Radboud University processes data can be found on the website set up to that purpose.

CHAPTER 8

Transitional provisions

Section 8.1 Transitional provisions Doctorate Regulations 2014

Article 85 Transitional law PhD track at very advanced stage

The Doctorate Regulations 2014 (*Promotiereglement 2014*) remain in effect for PhD tracks for which the manuscript committee referred to in article 8 of the Doctorate Regulations 2014 was set up before 1 September 2021.

Article 86 Transitional law PhD track at advanced stage

1. Where PhD tracks are concerned that were started before 1 September 2021 but for which no manuscript committee referred to in article 8 of the Doctorate Regulations 2014 (*Promotiereglement 2014*) had been set up at that date, the decisions that were taken pursuant to Doctorate Regulations 2014 before that date remain in effect.
2. The mandatory sequence of the provisions of sections 1 to 3 of chapter 4 does not apply for the PhD tracks referred to in the first paragraph.
3. In addition to the provisions of the second paragraph, the chairperson of the doctorate board may decide, upon request, with respect to the PhD tracks referred to in the first paragraph that one or more provisions in sections 1 to 3 of chapter 4 do not apply.
4. A request referred to in the third paragraph is submitted, in writing, to the secretary of the doctorate board.

Article 87 Transitional law disputes regulations

Disputes that were submitted before 1 September 2021 are resolved with due observance of article 26 of the Doctorate Regulations 2014 (*Promotiereglement 2014*).

Section 8.2 Transitional regulations Doctorate Regulations 2021

Article 88 Transitional law PhD tracks already started

1. Where PhD tracks are concerned that were started after 1 September 2021 and before 1 January 2024, the decisions that were taken pursuant to the Doctorate Regulations 2021 (*Promotiereglement 2021*) remain in effect.
2. The provisions of the present regulations apply to the continuation of the PhD tracks referred to in the first paragraph. No transitional regulations are in place.

Article 89 Transitional law disputes regulations

Disputes that were submitted after 1 September 2021 and before 1 January 2024 are resolved with due observance of chapter 5 of the Doctorate Regulations 2021 (*Promotiereglement 2021*).

CHAPTER 9

Final provisions

Article 90 Further regulations graduate schools

1. The dean may lay down further rules for the graduate school or graduate schools the dean is responsible for, in which rules it is described, clearly and transparently how the provisions in the present regulations - and more in particular the provisions in sections 4.1 to 4.4 - have been implemented in the relevant graduate school.
2. The further rules referred to in the first paragraph are laid down, in any case, in the event the assessments referred to in these regulations should require additional, special assessment criteria that apply in the relevant academic field.
3. When drafting the further rules referred to in the first paragraph, the dean observes, in full, the provisions of both the present regulations and the applicable collective agreement (CAO).

Article 91 Catch-all provision

In all situations these regulations do not provide for or do not provide for in full, the doctorate board decides.

Article 92 Adoption and amendment

1. These regulations are adopted and amended by the doctorate board.
2. The chairperson of the doctorate board is authorised to supplement or amend the appendices and the rules laid down in the appendices in the interim.

Article 93 Citation form and publication

1. These regulations can be referred to as the Doctorate Regulations Radboud University 2024 (Promotiereglement Radboud Universiteit 2024).
2. The secretary of the doctorate board ensures appropriate publication of these regulations and of any interim amendments that may be made to them.

Article 94 Entry into force

These regulations take effect on 1 January 2024 and at that moment supersede the Doctorate Regulations Radboud University 2021 (Promotiereglement Radboud Universiteit 2021).

Doctorate Regulations 2024 - Appendices

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Proor

APPENDIX I

Regulations for granting honoris causa doctorate

1. The doctorate board is authorised to confer the degree *Doctor honoris cause* (hereinafter: honorary doctorate).
2. At Radboud University, the doctorate board may confer university or faculty honorary doctorates.
3. The doctorate board takes the initiative to confer a university honorary doctorate.
4. The dean, in his or her capacity as head of the faculty, takes the initiative to confer a faculty honorary doctorate.
5. Following a nomination, the doctorate board sets up a committee that makes a recommendation to the doctorate board on the nomination.
6. The nomination and the preparation of the conferral are strictly confidential.
7. The degree *Doctor honoris cause* is conferred on the occasion of the *dies natalis* of Radboud University. In very special circumstances the doctorate board may decide to confer the degree at an other time, during a special academic session.
8. As a rule, one university and/or one faculty honorary doctorate is conferred on the occasion of a regular *dies natalis*. On the occasion of every fifth-year anniversary of Radboud University, one university and three faculty honorary doctorates are conferred as a rule.

APPENDIX II

Further regulations relating to the reimbursement of printing costs

1. Upon request, the PhD candidate may receive a contribution towards the printing costs of the doctoral thesis. The contribution is paid by the graduate school coordinator.
2. The contribution amounts to a maximum of € 2,000. The contribution will never exceed the printing costs incurred by the PhD candidate.
3. The contribution must be applied for within six months after the costs have been incurred.
4. When the request for compensation is made, the following documents must be submitted:
 - a. the invoice showing the amount paid for printing the doctoral thesis;
 - b. a statement signed by or on behalf of the secretary of the doctorate board that the required number of copies of the doctoral thesis have been received;
 - c. a confirmation issued by the university library repository that the digital copy of the doctoral thesis has been delivered, in accordance with the rules laid down in the Doctorate Regulations;
 - d. a completed expense claim form. The expense claim form can be found on: <http://www.ru.nl/cif/cfa/formulieren/declaraties/> or a claim form especially made available for UMC PhD candidates - the PIL form (for staff employed by the university: *Personeel In Loondienst*) or PNIL form (for staff not employed by the university: *Personeel Niet In Loondienst*) - which can be obtained at the secretarial office of the PhD candidate's department.

APPENDIX III

Manuscript Committee assessment form

		Toelichting
A 1 2 3 4	The PhD candidate has proven themselves to be an independent researcher.	
	By conducting original research, the PhD candidate has contributed to new insights within their field.	
	The PhD candidate is able to critically analyse, evaluate and synthesise new ideas. In doing so, they critically confront their own ideas on the basis of existing insights.	
	The PhD candidate is able to develop, carry out and, where needed, adjust a research project.	
B 5 6	The submitted dissertation satisfies the quality requirements of the respective field.	
	The PhD candidate has adequately worked with the principles and methods from their respective field.	
C 7 8	The PhD candidate communicates clearly about the research conducted.	
	The dissertation has an orderly structure.	
D 9 10	Additional - field-specific - criteria.	
	[...]	
	[...]	
Has proof of competence been demonstrated?		<input type="radio"/> Yes <input type="radio"/> No
Synthesis:		

APPENDIX IV

Manuscript Committee assessment form – establishment of the Cum Laude Committee

Appraisal form 'Advice for establishment of the Cum Laude Committee'

Title of manuscript:

PhD candidate:

Supervisor:

Co-supervisor:

Members of the Manuscript Committee:

The manuscript is one of the best 5% to 10% in the relevant discipline*Rating scale:* Yes No*Explanation:*

APPENDIX V

Cum Laude Committee assessment form

Background**The quality of the research****A****The (potential) impact of the work****B****The originality of the work****C****Is the dissertation of excellent academic quality?** Yes No**Synthesis:**

APPENDIX VI

PhD defence ceremony and deliberation protocol

1. Before the dignitaries enter the hall in procession, the PhD candidate stands in front of the platform, accompanied by two paranympths at his or her side.
2. The members of the defence committee enter the hall.
3. As soon as the members of the defence committee have taken their seats in the corona but remain standing in the corona, the PhD candidate takes place behind the lectern.
4. The chairperson of the defence committee (hereafter: chairperson) opens the ceremony speaking the words:
 - *In compliance with the customs at this university I open this academic ceremony with the words:*
 - *Spiritus Sancti gratia illuminet sensus et corda nostra. (May the grace of the Holy Spirit illuminate our senses and our hearts).*
 - *Please sit down.*
 - *I welcome you to the public defence of the doctoral thesis of My name is and I represent the rector magnificus today.*
5. After the defence committee sits down, the chairperson says:
 - *The PhD candidate may speak.*
6. The PhD candidate then speaks the following opening remarks:
 - *With the doctorate board's permission, I would like to defend my doctoral thesis - titled - in public in order to obtain the doctorate at Radboud University.*
7. The PhD candidate then summarises the content of the doctoral thesis in a maximum of ten minutes. He or she concludes the summary with the words:
 - *After having delivered this summary of my doctoral thesis, I return the floor to you, rector.*
8. The chairperson thanks the PhD candidate, briefly explains that a doctorate programme ends in a defence ceremony and gives the floor to the successive opponents, after having introduced them, briefly, to the public, with the sentence:
 - *Professor may speak.*
9. Then the chairperson gives the floor to the opponents. When answering, the doctorate candidate addresses the opposing professors and other opponents as 'my learned opponent' and 'my esteemed opponent' respectively. The doctoral thesis supervisor is addressed as 'learned supervisor'. The PhD candidate is addressed as 'esteemed candidate'.
10. The PhD candidate answers after each opposition.
11. The chairperson sees to it that the time set for the oppositions is not exceeded.
12. One hour after the public ceremony has started, the secretary of the doctorate board enters the hall to announce the end of the defence and says:
 - *Hora Est*
13. The chairperson then immediately speaks the following words:
 - *The defence is now closed. I give the floor to the PhD candidate once more.*

14. The PhD candidate then says:
 - *After having completed the defence of my doctoral thesis, I would like to thank you, rector, and you, my esteemed supervisors and all who have honoured this ceremony with their presence.*
15. After this concluding sentence of the PhD candidate, the chairperson suspends the public ceremony with the words:
 - *The defence committee withdraws to deliberate.*
16. The chairperson suspends the ceremony. The PhD candidate remains standing behind the lectern until the defence committee has left the hall.
17. The PhD candidate ensures that he or she is standing in front of the platform when the defence committee returns from its deliberations. When the members of the defence committee and the other professors have taken their seats in the corona but remain standing, the PhD candidate stands behind the lectern.
18. The defence committee remains standing in the corona after its return from their deliberation.
19. The chairperson announces the decision taken by the defence committee on behalf of the doctorate board in regard to conferring the doctorate by saying the following sentence
 - *On behalf of the doctorate board of Radboud University, we have decided to award you the degree of doctor. I hereby ask the supervisor, professor to discharge the duties assigned to him or her.*
20. The doctoral thesis supervisor, still standing, then reads the following doctorate formula
 - *By virtue of an authorisation granted to the doctorate board pursuant to the law, I declare hereby that a doctorate at Radboud University is conferred upon you born in (possibly: ... that a doctorate honoris causa at Radboud University is conferred to you for special merits).*
 - *With this, all rights and obligations apply for you with respect to academia and society that are attached hereto by law or by custom.*
 - *As evidence thereof you are presented with this doctor's degree certificate, signed by the chairperson and the doctoral thesis supervisor(s) and co-supervisor(s).*
21. The doctoral thesis supervisor then presents the certificate to the PhD candidate. The conferral takes place in the middle of the podium.
22. The new doctor receives the doctoral certificate and returns to stand behind the lectern.
23. After the conferral, the defence committee sits down and the doctoral thesis supervisor or the co-supervisor addresses the new doctor while standing (the laudatio).
24. After the laudatio, the chairperson congratulates the new doctor on behalf of the doctorate board.
25. The chairperson asks everyone to stand up and ends the ceremony with the words:
 - *Gratias tibi agimus, omnipotens Deus, pro omnibus beneficiis tuis. Qui vivis et regnas per omnia saecula saeculorum. (Almighty God, who lives and reigns throughout all ages, we thank you for all your benefactions).*
26. With the secretary of the doctorate board leading, the professors and experts holding a doctorate leave the hall together with the new doctor. The order of the procession is as follows: secretary, new doctor, chairperson, doctoral thesis supervisor, co-supervisor, other committee members.

APPENDIX VII

Model Title page PhD thesis front

[Title]
[Subtitle (if applicable)]

Dissertation to obtain the degree of doctor
at Radboud University Nijmegen
on the authority of Rector Magnificus prof. dr. J.M. Sanders,
according to a decision of the Doctorate Board
to be publicly defended on

[date, month, year],

At exactly [time]

by

[first names, in full, followed by the surname]

*[born on [date, month, year]**

*in [place of birth]**

**Date and place of birth will only be placed on the title page at the request of the PhD candidate*

APPENDIX VIII

Model Title page PhD thesis back

PhD supervisor: [Name of supervisor(s)]

If applicable: PhD co-supervisor: [Name of co-supervisor(s)]

Manuscript Committee
[Names of the Manuscript Committee members]

[At the foot of the page: the name of the publisher and the place of publication]