

TILBURG UNIVERSITY PHD REGULATIONS

Adopted by a decision
of the Doctorate Board
December 12, 2017

Tilburg University

Secretaries' Office of the Doctorate Board

Cobbenhagen building, Room C 164

Phone: +31 13 – 466 2230

E-mail: doctorate.board@tilburguniversity.edu

December 2017

Contents

Chapter	I	General provisions
	II	The PhD candidate
	III	The Graduate School
	IV	The PhD thesis supervisor
	V	The PhD committee
	VI	The PhD thesis
	VII	The defense of the PhD thesis
	VIII	<i>Cum laude</i>
	IX	Joint Doctorate
	X	The degree of doctor <i>honoris causa</i>
	XI	The appeals procedure
	XII	Final and transitional provisions
Appendices	1	Application form for the appointment of PhD thesis (co-)supervisor(s) (Form 1)
	2	Application form for fixing a date for the defense of a PhD thesis and the appointment of the PhD committee (Form 2)
	3	Sample title page / reverse
	4	Relevant articles from the Structure Regulations and the Higher Education and Research Act
	5	Tilburg University Joint Doctorates Procedure

I. General Provisions

Article 1 Definitions and applicability

1. The terms used in these Regulations have the same meaning as the identical terms in the Structure Regulations and the provisions of the Dutch Higher Education and Research Act (*Wet op het hoger onderwijs en wetenschappelijk onderzoek*) that apply to the University.
 2. Where these PhD Regulations refer to a "supervisor" or "co-supervisor", if there is more than one supervisor or co-supervisor, this should be read as "supervisors" or "co-supervisors", respectively.
 3. Where appropriate, read the masculine as including the feminine.
 4. The Tilburg University PhD Regulations apply to all thesis defenses at this University and, subject to the provisions set out in Article 29 on Joint Doctorates, to defenses resulting from cooperation between this University and other institutions of academic education that take place elsewhere.
-

Article 2 General provisions on the PhD program

1. A doctorate can be obtained from the University on the strength of the defense of a PhD thesis.
 2. Doctorates are awarded by the Doctorate Board.
 3. At the request of the PhD candidate or the supervisor, the degree of Doctor of Philosophy (with the abbreviation PhD) may be awarded instead of the doctoral degree.
 4. Persons present at meetings of the PhD committee, at discussions on Joint Doctorates, at consultations before and after the PhD defense, and at appeal proceedings must observe confidentiality with respect to matters discussed there.
-

II. The PhD candidate

Article 3 Admission to the defense

1. The pursuit of a doctorate is open to any person who
 - a. has been awarded a Master's degree under Article 7.10a, paragraphs 1, 2, or 3, of the Higher Education and Research Act,
 - b. has written a PhD thesis that demonstrates his ability to practice scholarly research independently, and
 - c. has fulfilled the other requirements set out in these Regulations.
2. In special cases the Doctorate Board may admit persons who meet the requirements of paragraphs 1b and 1c, but not a, to the defense. A substantiated request for admission must be submitted in writing to the Doctorate Board through the Director of the Graduate School. This request is assessed on the basis of two supplementary documents:
 - a. A research proposal of a quality similar to an NWO proposal and in a format that is customary within the discipline.
 - b. An argued case, based on the CV showing that the candidate has academic skills at the level of a Master's degree.

It is the responsibility of the supervisor to formulate these two documents or have them formulated. He writes a proposal for dispensation based on the two documents. Given the proposal, the director of the Graduate School may decide to apply dispensation to the Doctorate Board.

Article 4 Registration and request to assign a (co-)supervisor

1. A person who meets the requirements of the preceding Article, and wishes to start working on his PhD thesis at Tilburg University registers as a PhD candidate at one of the University's Graduate Schools as soon as the PhD candidate has found a professor who is willing to supervise him or her.

2. The PhD candidate applies for a (co-)supervisor to be assigned within four weeks of registering with the Graduate School, by submitting the appropriate form to the Director of the Graduate School (Appendix 1, Form 1). The PhD candidate also submits a copy of his birth certificate, an extract from the population register, or a photocopy of his passport or ID card, certified copies of relevant diplomas and transcripts of grades, and a thesis proposal for the design of the PhD thesis. This thesis proposal includes at least an indication of the research question, a description of the importance of the topic, and a rough table of contents.
 3. If the application to assign a (co-)supervisor so warrants, the Director of the Graduate School consults with the PhD candidate and the (co-)supervisor concerned. This is the case, for example, if the PhD candidate and the supervisor are related. The Director may then propose assigning a different (co-)supervisor.
-

Article 5 Planning of the PhD project

1. The PhD candidate and the supervisor agree on a rough timetable for the preparation of the thesis; they also agree on the form the supervision will take.
 2. The PhD candidate presents the completed manuscript to his supervisor, makes the changes agreed on in the discussions, and then submits the manuscript to him for approval.
 3. Once the supervisor has approved the manuscript, the PhD candidate submits the required number of copies of the manuscript of his thesis to the office of the Graduate School at least five months in advance of his proposed date of defense.
-

III. The Graduate School

Article 6 Assignment of the (co-)supervisor

1. Within two weeks after the PhD candidate has submitted the application to assign a (co-)supervisor, referred to in Article 4, paragraph 2, the Director of the Graduate School checks and signs this application and submits it to the Doctorate Board.
 2. Together with the application for the assignment of a (co-)supervisor, the Director of the Graduate School also submits the documents referred to in Article 4, paragraph 2.
 3. In the event of an application for a Joint Doctorate as referred to in Article 29, the Director of the Graduate School submits a written request for consent to the Doctorate Board. This request must comply with the guidelines in the Joint Doctorates procedure (see Appendix 5).
-

Article 7 Request to appoint a PhD committee and fix a date for the defense

The Director of the relevant Graduate School, on the recommendation of the supervisor, submits an application to the Doctorate Board to set the proposed date of the defense and the composition of the PhD committee, using the appropriate form (Appendix 2, Form 2), at least six months before the proposed date of defense. This form is signed by the Director of the Graduate School and the (co-)supervisor. The Director of the Graduate School ascertains whether the persons concerned are willing to sit on the PhD committee and whether they are available on the proposed date of the defense. The PhD candidate countersigns for the date of the defense.

Article 8 Providing the PhD committee with the manuscript

The secretary's office of the Graduate School is responsible for providing the members of the PhD committee with the manuscript of the PhD thesis.

IV. The PhD thesis supervisor

Article 9 Appointment of the (co-)supervisor

1. The Doctorate Board assigns one or more professors or associate professors as supervisor(s) and, if appropriate, one or more members of the academic staff as co-supervisor(s) within six weeks of receiving the application to assign a (co-)supervisor, referred to in Article 6, paragraph 1. It notifies the (co-)supervisor, the PhD candidate and the Director of the Graduate School of the assignment.
2. The Doctorate Board always assigns a minimum of two and a maximum of three (co-)supervisors.
3. If more than one supervisor is assigned, no hierarchy among them will be indicated.
4. In addition to professors, Deans may recommend associate professors who have obtained a doctorate to the Doctorate Board to act as supervisors on behalf of their School. The following conditions apply:
 - a. First, the professor in the relevant discipline is consulted by the Dean. If there is no professor in the relevant discipline, this step may be omitted.
 - b. The Dean assesses whether an associate professor meets the applicable requirements for the appointment as a supervisor.
 - c. At Tilburg University, the power to award doctorates is granted to associate professors on a case-by-case basis: this granting only applies to the PhD trajectory for which the associate professor has been appointed as a supervisor. A new recommendation must be made for a subsequent PhD trajectory and it will again be considered whether for that trajectory the power to award doctorates will be granted to the associate professor.
 - d. The possibility to be appointed as a supervisor only applies to associate professors who are employed by Tilburg University. Associate professors of other institutions who have been awarded the power to award doctorates by the institution where they are employed will not be appointed as supervisors but as co-supervisor for a Tilburg PhD defense..
5. The supervisors must always include a professor or associate professor of Tilburg University.
6. The supervisor, after consulting the PhD candidate, may apply to the Doctorate Board to assign a co-supervisor to assist him in supervising the PhD candidate. Such an application requires the consent of the Director of the Graduate School.
7. An associate professor (and all others who have a PhD) is eligible to be a co-supervisor if he holds a PhD for a thesis, defended in the Netherlands or elsewhere, on the basis of which he is entitled to use the title of "Doctor" in this country, does not have the power to award doctorates, and is expert in all or part of the field to which the subject of the thesis relates.
8. In special cases, the Director of the Graduate School may submit a reasoned request to the Doctorate Board to assign only one supervisor, in deviation of the provision referred to in paragraph 2.
9. At any stage of the supervision process, the supervisor may, with due observance of the criteria for the appointment of a (co-)supervisor set out in Article 9, paragraph 2, apply to the Doctorate Board to assign a third (co-)supervisor. The Board decides on the application and notifies the (co-)supervisor, the PhD candidate, and the Director of the Graduate School in writing within six weeks of receiving it.

Article 10 The PhD supervisor's responsibilities

1. The supervisor supervises the PhD candidate, including at least regular consultations. He draws the PhD candidate's attention to the content of the PhD Regulations.
2. The supervisor ensures that the PhD research is conducted
 - a. in accordance with the code of conduct for professional work in the field in question;
 - b. with the consent of the person(s) concerned, or of a representative designed by him/them, if the research requires experiments on or involving experimental subjects;
 - c. without third parties funding or co-funding the research imposing restrictions that are incompatible with the academic freedom of research and the freedom to publish results.

Article 11 Assessment of the manuscript by the supervisor

1. Before approving the thesis, the supervisor checks, among other things, whether it provides new insights into current knowledge in the field, as represented by the published and generally available results of research there, paying attention to the following points in particular:
 - a. the importance of the subject;
 - b. the clarity of the research question;
 - c. the originality of the treatment;
 - d. the academic level of the organization, analysis and handling of the material
 - e. the inference of new insights and new ideas from the analysis
 - f. the purity of the method employed in the analysis;
 - g. sufficient limitation of the subject;
 - h. a critical examination of the PhD candidate's conclusions in the light of existing theories or ideas;
 - i. a creative approach to the field under discussion;
 - j. balanced structure and clarity of style.
 2. Within two months after the submission of the PhD thesis manuscript, as referred to in Article 5, paragraph 2, the supervisor informs the PhD candidate in writing whether he has approved the thesis.
 3. If a co-supervisor has been assigned, the supervisor asks for his advice on the approval of the thesis.
 4. If more than one supervisor has been assigned, the decision on the approval of the thesis is made in consultation.
 5. If more than one supervisor has been assigned and the consultations do not result in agreement, each supervisor reports separately to the Director of the Graduate School and sends a copy of his report to the PhD candidate. The Director of the Graduate School will then act as he sees fit.
 6. If the supervisor does not approve the thesis, the Director of the Graduate School, at the request of the PhD candidate, having consulted the PhD candidate and the supervisor, may apply to the Doctorate Board to assign another supervisor, unless more than one supervisor has been assigned and the Director of the Graduate School does not consider it necessary to assign another one. Those concerned are notified of these decisions in writing.
-

Article 12 Supervisor and honorable discharge

1. If a professor is honorably discharged after being assigned as supervisor, the defense must take place within five years of the date of discharge. If it does not take place within this time limit, the assignment is withdrawn and the Doctorate Board will assign another supervisor on the recommendation of the Director of the Graduate School, unless more than one supervisor has been assigned and the Director of the Graduate School does not consider it necessary to assign another one. Those concerned are notified in writing by the Doctorate Board.
 2. A professor who has been (honorably) discharged will not be assigned as supervisor.
-

V. The PhD committee (V)

Article 13 Appointment of the PhD committee

Within four weeks of receiving the application for fixing a date for the defense and for the appointment of the PhD committee the Doctorate Board appoints a PhD committee.

Article 14 Composition of the PhD committee

1. The supervisor and the co-supervisor are automatically members of the PhD committee.

2. The Doctorate Board appoints the members of the PhD committee. The composition of the PhD committee needs to meet the following conditions:
 - a. the PhD committee consists of at least five members;
 - b. the number of members of the PhD committee that is not a supervisor or co-supervisor is always larger than the number of supervisors and co-supervisors together.
 - c. in composing the PhD committee, it is not permitted to appoint all committee members – in addition to the (co-)supervisor – from among the own Department: the Directors of the Graduate Schools see to a balanced composition of the committee.
 3. Persons eligible to be appointed as committee members are professors or persons who hold a PhD and, in the opinion of the Doctorate Board, are competent to sit on the PhD committee.
 4. Co-authors other than the (co-)supervisors cannot be appointed as members of the PhD committee
 5. At the suggestion of the supervisor, the Doctorate Board may appoint advisors to sit on the PhD committee. They may be persons without a PhD but who possess exceptional expertise on the field to which the subject of the thesis relates. An advisor can provide an assessment but he cannot participate in the voting .
 6. The meetings of the PhD committee are chaired by the Director of the Graduate School or a substitute designated by him.
 7. For the purposes of paragraph 3, ecclesiastical professors and professors holding endowed chairs at a public or denominational university are deemed to be professors of that university.
-

Article 15 The assessment of the manuscript by the PhD committee

1. The members of the PhD committee assess the manuscript within four weeks of receiving it, giving written comments and their vote for or against as referred to in paragraph 2 and return it to the Graduate School. The Director of the Graduate School notifies the PhD candidate of the written comments. The written comments can also be sent to the other committee members.
 2. The members of the PhD committee assess the thesis by voting for or against. If the members of the PhD committee agree unanimously to approve the thesis for public defense, the PhD committee will not convene.
 3. If there are one or more votes against, the Director of the Graduate School calls a meeting of the PhD committee to discuss the manuscript with the PhD candidate. This meeting, which takes place behind closed doors, must be attended by at least half of the members of the PhD committee, either in person or virtually, for instance, through Skype. The meeting is chaired by the Director of the Graduate School or a substitute designated by him.
 - a. After the meeting, the PhD committee may decide to approve the thesis for public defense without qualification. This decision may only be taken with a maximum of one vote against or one abstention. If the committee thinks that one or more minor adjustments need to be made to the manuscript, the supervisor sees to it that the PhD candidate makes these changes in the short term. Another possibility is resubmitting the manuscript to the committee for assessment.
 - b. If the thesis is not approved for public defense without qualification, it may be decided to resubmit it to the committee, provided certain (major) changes are made to the manuscript. The candidate should make these changes within a period agreed on with the committee. The supervisor ensures that the changes required are actually made to the manuscript. They must be submitted in writing to the PhD committee for its approval. The committee may then decide to approve the thesis for public defense without qualification. This decision may only be taken with a maximum of one vote against or one abstention.
 - c. If in the case stated at 3b. the manuscript is rejected, this decision bars the thesis from public defense.
 4. The chairman of the meeting ensures that the Doctorate Board is notified of the PhD committee's decision in writing immediately by submitting the appropriate form.
-

Article 16 Approval of the thesis for public defense

Within two weeks of receiving the PhD committee's decision, the Doctorate Board notifies the PhD candidate in writing whether he is to be allowed to defend his thesis.

VI. The PhD thesis

Article 17 Basic requirements

1. The thesis consists of either a scholarly discussion in book form or a collection of essays written by the PhD candidate or under his demonstrable and dominant co-authorship. The assessment of material already published is based on current knowledge at the time of the assessment of the thesis.
 2. The thesis must meet the principles and rules of academic integrity as set out in the Tilburg University Scientific Integrity Regulations and in the Netherlands Code of Conduct for Scientific Practice.
 3. The thesis will be checked for compliance with the principles and rules referred to in paragraph 2 by means of automatic plagiarism detection, among other things.
-

Article 18 Joint research

1. In the case of a joint research project by two or three PhD candidates, the results may be set out in a joint thesis, provided the following requirements are met:
 - a. Each of the authors has made an independent and clearly delimited contribution such as to merit the award of a PhD, as approved by the supervisor.
 - b. Each of the authors bears personal responsibility for his contribution as referred to at a. and for the consistency of the whole.
 - c. The thesis states what share each of the authors had in the writing.
 2. In the case of a joint thesis, the supervisor submits to the Doctorate Board a written statement on the share of each of the authors, which should be signed by the supervisor and all the authors.
 3. In the case of a joint thesis, the procedures and provisions of these Regulations apply to each PhD candidate separately.
-

Article 19 Languages

1. The thesis must be written in either Dutch, English, French, or German. Writing a thesis in other languages requires the permission of the Doctorate Board.
 2. The thesis must include an English summary and translation of the title.
-

Article 20 Other requirements

1. In addition to the title, the text on the title page should read as follows (see Appendix 3): "Proefschrift ter verkrijging van de graad van doctor aan Tilburg University, op gezag van de rector magnificus, prof., in het openbaar te verdedigen ten overstaan van een door het college voor promoties aangewezen commissie in de aula van de Universiteit op..... [day and date of defense] om..... uur door..... [first names and surname] geboren te..... [place of birth]".
2. The names of the (co-)supervisor must be stated on the verso of the title page. The members of the PhD committee may also be listed here if desired.

3. The title page and verso must be submitted to the Rector Magnificus for approval before printing.
 4. The thesis must contain a table of contents.
 5. The thesis must not contain any advertisements.
 6. Mention may be made, if desired, on the verso of the title page, of the body that has contributed financially or otherwise towards the writing of the thesis.
-

Article 21 The layout of the thesis

1. The thesis is printed once the PhD candidate has received written permission from the Doctorate Board to defend it.
 2. The thesis is produced in a convenient format, preferably bound.
 3. An electronic version of the thesis is also produced, a copy of which is supplied to the Library of Tilburg University for publication in the Tilburg University Research Portal, taking into account matters of confidentiality and any embargo on the thesis.
-

Article 22 Number of copies of the thesis

The PhD candidate submits 35 copies of his thesis to the secretaries' office of the Doctorate Board at least three weeks in advance of the date of the defense. These copies become the property of Tilburg University.

Article 23 Costs of the PhD thesis

The PhD candidate may apply under the appropriate scheme of the Graduate School for a contribution towards the cost of printing the thesis.

VII. The defense of the PhD thesis

Article 24 The PhD ceremony

1. The defense takes place in public before the PhD committee.
2. The Rector Magnificus or a substitute designated by him presides over the academic ceremony, opening the meeting and chairing the discussion.
3. The Rector Magnificus invites the supervisor to ask the first question. The supervisor asks the PhD candidate to provide a short introduction of the PhD research topic in terms that are comprehensible to the general public (brief lecture for non-experts; *layman's summary*). This introduction may last a maximum of twelve minutes and may be held in the PhD candidate's mother tongue, provided that the accompanying slides are in English. The brief lecture for non-experts will not be included in the assessment of the PhD defense.
4. The PhD candidate defends the thesis against the objections of the PhD committee for one academic hour.
5. Persons other than the members of the PhD committee present at the defense may interrogate the PhD candidate, provided they have submitted a written request to the Director of the Graduate School at least one week in advance and been granted his permission. The official invitation of these opponents will be handled by the Doctorate Board Office.

6. Both the raising of objections and the defense of the thesis take place extempore, with the aid of written notes and/or quotations if desired, in Dutch or English or, subject to the approval of the Rector Magnificus, another language.
 7. If the thesis has been written by two or three persons, each of them must defend it separately as set out in paragraphs 2 and 3. In this event, the doctorate is awarded in one and the same ceremony following the defense by the second or third PhD candidate, as the case may be.
-

Article 25 Deliberations

1. When the Beadle announces "Hora est", the Rector Magnificus adjourns the meeting.
 2. During the adjournment, the Doctorate Board or PhD committee, chaired by the Rector Magnificus, decides whether to award the doctorate.
 3. The Doctorate Board takes the decision to award the doctorate by a majority vote; any comments by the Doctorate Board or PhD committee, to be stated in the supervisor's closing speech, are formulated.
-

Article 26 Ceremonial formula

1. When the meeting has been reopened, the Rector Magnificus proclaims the result of the deliberations in the manner laid down by protocol.
 2. The supervisor then confers the doctorate on the PhD candidate by pronouncing the ceremonial formula.
 3. If the supervisor is unable to attend the meeting, he appoints a substitute in consultation with the Rector Magnificus.
-

Article 27 Certificate

1. Once the ceremonial formula has been pronounced, the PhD candidate is handed the certificate conferring the doctoral degree, in Latin, signed by the Rector Magnificus and the supervisor, and congratulated by the Rector Magnificus. If the distinction of *cum laude* has been awarded, this will be noted on the certificate.
2. The supervisor or co-supervisor then pronounces the laudatio. He may add personal words of appreciation.

VIII. *Cum laude*

Article 28 Cum laude provisions

1. If any member of the PhD committee is of the opinion that the thesis demonstrates exceptional ability on the part of the PhD candidate to practice independent scholarship and therefore merits the distinction *cum laude*, he applies to the supervisor to submit this proposal to the Rector Magnificus. The supervisor asks the opinions of the other committee members on this proposal. If the other members agree, the supervisor applies to the Rector Magnificus, at least six weeks in advance of the date of the defense, to start the procedure to this end, stating his arguments in writing. In the event of opposition to the proposal, the supervisor may decide not to apply to the Rector Magnificus.
2. In case of a positive decision by the Rector Magnificus, he designates two members of the PhD committee, one of them from outside the University, following consultation with the Director of the Graduate School, to evaluate the thesis in this light.

3. If the PhD committee does not include any external members, the Rector Magnificus asks the Director of the Graduate School to put forward at least one expert from outside the University to be asked by the Rector Magnificus to give an opinion on whether to award the distinction of *cum laude*.
4. The opinion of the members of the PhD committee referred to in paragraph 2, or the expert(s) referred to in paragraph 3, as the case may be, is communicated to the supervisor and to the secretaries' office of the Doctorate Board at least four days in advance of the date of the defense, stating the reasons in writing. The secretaries' office of the Doctorate Board communicates this opinion to the other members of the PhD committee.
5. At the start deliberations prior to the defense, the supervisor submits the opinion on whether or not to award the distinction of *cum laude* to the members of the PhD committee. The opinion is sent to committee members who have indicated to be unable to attend the meeting (see paragraph 8).
6. During the deliberations following the defense, two voting rounds may take place. The first round is to decide whether the doctorate will be awarded. If this decision is a positive one and if a *cum laude* is at stake, a second round takes place to decide whether the distinction of *cum laude* is awarded.
7. Committee members are required to vote either in favor or against. Blank votes and abstentions are not allowed. If two or more members of the PhD committee vote against, the proposal will be deemed to have been rejected.
8. Committee members who have indicated that they cannot attend the defense will be asked to cast their vote in writing, stating reasons, and send it to the secretaries' office of the Doctorate Board. These votes will be taken into account anonymously during the deliberations referred to in paragraph 6. If a committee member is unable to attend and has not sent in his written advice, his vote will not be taken into account.
9. If one or more members of the committee or experts referred to in paragraph 3 do not speak Dutch, the *cum laude* proposal and the *cum laude* advice is phrased in English.
10. The proposal, preparations, and all deliberations surrounding the decision to award the distinction of *cum laude* are strictly confidential.

IX. Joint doctorates

Article 29 Joint Doctorate provisions

1. For the purposes of this provisions, a joint doctorate is defined as a PhD resulting from cooperation between Tilburg University and one or more institutions of academic education, foreign or otherwise, whereby a doctoral degree is awarded jointly. It may involve an individual joint doctorate but also a joint doctorate program comprising multiple PhD trajectories.
2. An agreement is drawn up by the parties concerned in which the arrangements and responsibilities of the universities involved are set out (see Appendix 5). The agreement is submitted to the Doctorate Board for approval.
3. A candidate can begin a Joint Doctorate track after approval by the Doctorate Board. As the chair of the Doctorate Board, the Rector Magnificus is authorized to give this approval.
4. The PhD committee as referred to in Chapter V must contain at least one supervisor per institution involved. The supervisor from both institutions must be a professor or it must be proven that the supervisor has the power to award doctorates.
5. Without prejudice to the provisions of this Article, the thesis must meet the requirements set out in these Regulations.
6. Tilburg University does not issue any double / dual doctorates (whereby a doctoral degree is awarded by Tilburg University as well as by a foreign institution for academic education on the basis of one single thesis).
7. When entering into a cooperation as referred to in paragraph 1, the partner institution(s) can, except as provided for by law, make arrangements that deviate from these Regulations. Such arrangements must be approved by the Doctorate Board.
8. The further procedure of the PhD project is similar to that of a regular PhD project, as set out in Chapters II-VIII.

X. Doctorate *honoris causa* (honorary doctorate)

Article 30 Provisions on the doctorate *honoris causa*

1. Awarding the degree of Doctor *honoris causa* takes place in accordance with Article 7.19, second paragraph, of the Dutch Higher Education and Research Act (*Wet op het hoger onderwijs en wetenschappelijk onderzoek*) and Article 11 and Article 16, second paragraph, of the Tilburg University Structure Regulations.
2. The Doctorate Board is competent to award the degree of Doctor *honoris causa* to natural persons, at the recommendation of a Dean, after consultation with the Executive Board and the Board of Governors, for exceptional scholarly merit or exceptional service to society.
3. In principle, a Doctor *honoris causa* is presented on the occasion of the university's *Dies Natalis* celebrations.
4. The recommendation and the preparations for awarding an honorary doctorate are strictly confidential.
5. Via the supervisor, the honorary doctor receives a certificate, signed by the Rector Magnificus, the members of the Doctorate Board and the supervisor, as well as a *cappa*.

XI. The appeal procedure

Article 31 Dispute

If, during the preparation of the thesis, a dispute arises between the supervisor and the co-supervisor, or the supervisor and/or co-supervisor and the PhD candidate, which cannot be resolved in consultation, the Director of the Graduate School, or the Dean of the School if the Director of the Graduate School is a party to the dispute, arbitrates at the request of either party.

Article 32 Advisory committee

1. If the arbitration referred to in Article 31 does not result in agreement within two months, either party or both may apply in writing to the Doctorate Board.
2. The Doctorate Board appoints as soon as possible a committee consisting of three PhD-holding members of the academic staff of the School most closely concerned who are not involved in the writing of the thesis.
3. The committee referred to in paragraph 2 considers the matter, with due regard for the general principles concerning the settlement of disputes. It hears all parties and may consult experts.
4. Within two months of its appointment as referred to in paragraph 2, the committee advises the Doctorate Board in the form of a draft decision stating reasons.
5. The Doctorate Board does not disregard the advice referred to in paragraph 4 unless there are compelling reasons to do so.
6. The Doctorate Board communicates its decision either to follow the recommendation or to disregard it, stating reasons, in writing to the parties within six weeks of receiving the advice.

Article 33 Objection

1. The PhD candidate or supervisor may file an objection against a decision on the assignment of a supervisor under Article 6 or 9, the composition of the PhD committee under Article 14, or the approval of the thesis for defense under Article 16.

2. The Doctorate Board appoints a committee to consider the objection, consisting of three persons, one to be designated by the Board of the School most closely concerned in the award of the degree, one to be designated by the person filing the objection, the third being the Rector Magnificus, or a person designated by the Doctorate Board if the Rector Magnificus is involved in the matter, all the persons designated being members of the academic staff.
 3. The committee considers the objection with due regard for the general principles concerning the settlement of disputes. It hears all parties and may consult experts.
 4. The committee makes its recommendation to the Doctorate Board within two months of its appointment in the form of a draft decision stating reasons.
 5. The Doctorate Board does not disregard the recommendation unless there are compelling reasons to do so.
 6. The Doctorate Board communicates its decision either to follow the recommendation or to disregard it, stating reasons, in writing to the person filing the objection within six weeks of receiving the recommendation.
-

XII. Final and transitional provisions

Article 34

In cases not provided for by these PhD Regulations, or in the event of any Article being open to interpretation, the Doctorate Board decides, with due observance of the provisions of and pursuant to the Higher Education and Research Act. Decisions to amend these Regulations are taken by the Doctorate Board by a simple majority vote.

Article 35

Any decisions taken by the Doctorate Board or the Committee of Deans before the present Regulations came into force on the approval of theses for defense, the assignment of supervisors and co-supervisors, and the composition of the PhD committee remain fully in force.

Article 36

These Regulations, passed at the meeting of the Doctorate Board on September 20, 2016, will enter into effect on October 1, 2016.
