



Toolbox for doctoral candidates

jointphdprogrammes.com/toolbox

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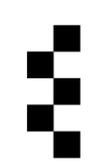


- **Toolbox for doctoral candidates**
 - Introduction
 - Approach
 - Development
 - Benefits
 - Q&A



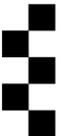
DOCTORAL CANDIDATES TOOLBOX – WHAT DOES IT DO?

- **Working towards integrated close partnerships at doctoral level through Europe**
- **Voice of students who've taken up mobility; grass-roots; bottom-up**
- **Benefits of mobility/student journey/career prospects/ self as a global-citizens**
- **Joining student and supervisor lived experiences of mobility**
- **How to use in practice? Non-static, evolve, European partners can use but also contribute and improve.**



To create an open-source electronic toolbox that will provide guidance and support in the following areas:

1. Understanding **regulations** and navigating the **administrative requirements** doctoral studies including registration, progression and examination arrangements.
2. Developing a **positive** and constructive **relationship** with your **supervisor(s)** including help on how to agree responsibilities and deadlines, how to work with more than one supervisor and how to prevent a breakdown of the student-supervisor relationship.
3. Planning and managing the **research process** involving more than one study/experiment, organising work and progressing towards completion.
4. How to effectively **disseminate** your research prior to completion of your PhD.
5. Writing and developing the **thesis** from draft to final submission. Will incorporate advice on how to solicit and integrate supervisory feedback.
6. Preparing for various **doctoral examination** formats.
7. Working effectively across **more than one site of study** including guidance on managing variations in administration, support, facilities, culture and language.
8. **Mental health and wellbeing** – surviving doctoral study, recognising problems and how to get help



I am impressed with the design!
The colours are nice, and the pages are easily accessible! It is also very functional.
I would certainly have used the toolbox before entering the PhD.

PhD joint doctoral candidate, Maastricht University/University of Campinas

Looks great and provides important information in a concise way! Thank you!
Staff member, University of Bremen

Love the design, seems easy to change sections and they are linked nicely. I would have used the toolbox if it had been available to me.
Yerun mobility award candidate

I like the design: sections seem easily accessible, and it's nice to be able to get further information on some points if interested. The links to the institutions' pages are also valuable. I 100% would have used the toolbox before signing up for a joint international PhD.

PhD joint doctoral candidate, University of Antwerp/Bordeaux Montaigne University

YERUN colours

- #07989a
- #b6dee3
- #2d7278
- #e09b3f
- #e8b441
- #60497a
- #33849b

An Edinburgh Online Teaching Toolkit

Resources for teaching online. This Toolkit was originally designed to support An Edinburgh Model for Teaching Online developed by Information Services Group and the Centre for Research in Digital Education.

Learning Environments



If you are thinking: What are they? Which one(s) will I be using? How do I use them?

Feedback and Assessment



If you are thinking: How do I create/deliver online assessments and feedback? What tools can I use? Where do I find them?

Learning Design



Communication and Collaboration





Toolbox for doctoral candidates

Whether you're contemplating a joint PhD or about to embark on one, this toolbox provides you with information to help your decision making and to navigate through the beginning of your journey. Choose a topic below to find out more.

In the toolbox, the term 'programme' has been used, but please bear in mind that the design of a programme can vary greatly between institutions and individual doctoral trajectories.

the *teacher* toolkit

Home Tools Courses About Register Login

Search... Search

Tool Categories:

- Classroom Management
- Opening Activities
- Checks for Understanding
- Partner Practice
- Group Practice
- Independent Practice
- Reading Strategies
- Games
- Closing Activities
- View All Tools

You are currently viewing all of our tools!

Alphabetical Listing of Tools



\$10,000 Pyramid

[View Tool](#)



100 Squares Reward System

[View Tool](#)



3-2-1

[View Tool](#)



5-3-1



A to Z Chart



Accountable Discussions

Why choose a joint international PhD?

Choosing your research and places of study

Programme information

How to work successfully with your supervisors

Practical information for your relocation

Research, skills enhancement and career development

Experience of a joint international programme

Contacts



Toolbox for doctoral candidates

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Why choose a joint international PhD?

Choosing your research and places of study

Programme information

How to work successfully with your supervisors

Practical information for your relocation

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Why choose a joint international doctoral programme?

Topic 1: Why choose a joint international PhD?

What is an international joint PhD?

A doctoral degree or PhD is a research degree and usually the highest academic degree and level of academic certification or formalization.

A joint doctoral programme is a type of postgraduate study where the student undergoes doctoral training/research at two or more academic institutions. This may result in a degree issued jointly by two or more academic institutions. When these institutions are in different countries, the degree is called an "international" joint PhD. International joint PhDs can take different forms but common characteristics are

- An international team of supervisors supports the doctoral research
- International mobility is usually among the minimum requirements to obtain the joint PhD



What are the benefits of undertaking a joint programme?

There are many benefits to yourself as a doctoral candidate as well as to the participating institutions.

- Cross-cultural experiences that broaden horizons and enable global citizenship for individuals and institutions
- Enhancing research and expertise of a research team or a university through collaboration with research teams at other universities
- Collaborative learning and collaborative supervision
- Engagement with a broader, international range of methodological approaches
- Easy access to a wide range of researchers that can provide input



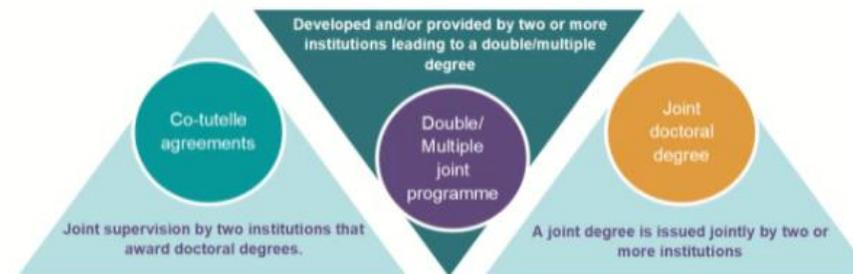
Choosing your research area and places of study

Initiating a joint PhD

In practice there are several routes to starting a joint PhD. Within these possibilities you may be applying for a pre-defined project already established by your prospective supervisor or creating your own research project. A pre-defined project is often part of a larger research project with external funding, and commonly offers less freedom to make your own choices about the topic, supervisor, and whether the project is defined as a joint degree. Nevertheless, it is always worth discussing the possibility to involve other universities in your project with your supervisor. This toolbox highlights the considerations and the further detailed information you can gain through liaising with the host universities and discussing further.

Topic 2: Choosing your research and places of study

Types of joint PhDs



Get to know the research in your chosen field

Before deciding where to study, it's best to get to know what each university specialises in and explore what they have on offer

Know who you would like to supervise you?



Have a topic in mind?



Not quite sure of a topic?



Programme information

Similarities and difference across the different countries

Doctoral degree programmes can differ in expectations regarding the research project, thesis format, whether additional training are required, and whether additional examinations are part of the progression requirements each year.

Some research degrees only involve the doctoral candidate pursuing a research project (which could be pre-defined or one that the doctoral candidate has designed), and would involve the support of a supervisor/supervisory team who is an expert researcher in a related discipline.

Other doctoral degrees involve structured PhD programmes, during which you would complete additional training alongside your research project/thesis. This additional training could focus on research methods and skills or could extend your knowledge of a subject to an advanced level.

The structure and expectations of PhD study can be quite different. Undertaking a joint doctoral programme may provide you with the opportunity to undertake a structure different to the standard structure of your home country, or indeed a structure that is a combination of multiple models. You should consider the type of doctoral study that best suits your aspirations as a researcher.



Other differences include but are not limited to:

Admissions criteria

In many countries, admission to doctoral study would require completion of a postgraduate qualification but this is not always the case. You would need to be mindful of the standard admissions requirements for the Universities to which you are seeking to apply.

The length of study

In many European countries and the UK, doctoral study is typically 3 – 4 years in duration, whilst in other countries it could be 5 – 7 years or have no minimum or maximum course duration. Your international joint doctorate agreement should specify the duration of study/research project if there is a maximum/minimum period for the completion.

Expectations for teaching

In some countries there may be opportunities to undertake paid teaching positions (supporting teaching on undergraduate and/or postgraduate courses), whilst these opportunities may not exist in others. In some case, it may be an expectation (rather than a paid appointment to a role) or integral to your doctoral student status.

Status

In some countries you will have a student status as a doctoral candidate. However, in some countries you may have dual student and staff status, or solely a staff status. Your international joint doctorate agreement will specify your status at each institution.

Topic 3: Programme Information

How to work successfully with your supervisors

Topic 4: How to work successfully with your supervisors



The supervision relationship is critical to the success of the doctoral project. There is strong relation between good supervision and the doctoral candidates completing their studies on time, achieving confidence and authority in their research, and maximising the opportunities available to them during this period of study. This is your research project, but a good supervisory team can make all the difference.

Good supervision combines accountability, regular progress reporting and quality assurance with subject expertise, project specific advice whilst developing researcher independence. All doctoral candidates should encounter proficiency, clarity, and integrity from their supervisors. Supervisors are not there as a solely technical or intellectual resource, and indeed your expertise in your research field will soon outstrip theirs if the doctoral process is working well. Instead, think of your supervisor as offering not only subject knowledge, but also broader intellectual advice, administrative and process guidance, management expertise and personal support.

Doctoral candidates can expect to benefit from their supervisors' research experience and expertise and the supervisor is the person best placed to give feedback on the content, angle and contribution of the thesis, but think of them as one resource within a complementary network of information, advice and guidance coordinated by the universities offering a joint international doctorate programme.

Completing a doctorate should not be a solo activity although it may often feel like one. Research and writing is a partnered enterprise between doctoral candidates and supervisors, and between doctoral candidates and their peers, their teams and laboratories, between doctoral candidates and the wider research community. It is important to understand that supervision occurs within the context of wider support structures and specialist services in the institution.

Working with your joint international supervisors should be an active process and not a passive one. There are different types of supervision needed for different stages in the project – this is a dynamic and active relationship that needs to be nurtured with good professional behaviours on both sides. If the doctoral project is working well, the supervisor role should shift over time:

Practical information for your relocation for international joint PhD purposes

There is a lot to research, consider and organise when relocating and we've created the checklist below to help you (also available as a downloadable PDF).

[Download the checklist as PDF](#)

Before your relocation

Visa and immigration processes

- Make sure to **check the visa and immigration regulations** on the host country's immigration or border control website, or at the embassy or consulate of the country/countries concerned.
- Check the webpages of your host university to see if they offer guidance.
- If you require a visa, **factor in some time**: it can take more than three months to obtain a visa, so it is important to apply on time.
- Check that **your travel ID/passport is valid** and not due to expire.
- Check whether there are **any financial requirements connected with the visa**, sometimes referred to as "sufficient means of subsistence" or "proof of solvency"



Finances

- **Cost of living** – Research what the country's cost of living through websites such as numbeo.com, so that you can estimate your expenditure and budget accordingly.
- **Funding and employment** – Your host university will have information regarding scholarships and employment that may be available.
- **Bank accounts** – research whether you will need a bank account in the host country. How will you access your money and pay for things?

Travel arrangements

It is advisable only to book travel arrangements when:



Topic 5: Practical information for your relocation for international joint PhD purposes

Research, skills, and career

Topic 6: Research, skills, and career



Your career as a researcher

Holders of doctoral degrees are employed across a range of professions where their research skills are used; from universities and research institutes, through commercial companies, government and public bodies, non-profit organisations, to positions which are not directly related to research but where the knowledge and skills of researchers are advantageous.

When thinking about your career destination after a joint international doctorate, you might ask yourself the following questions:

- Where you want to live, or do you want to commute across different countries?
- How important is it for you to have autonomy, to set your own research agenda? Or, are you motivated to address problems that have been identified as socially important?
- You might also want to consider how important is it for you to have visible credit for your research contributions, or are you happy to see your ideas implemented in concrete and practical ways?
- Especially if you are in a scientific field, how important is it who controls the key resources you need to do your work and what level of funding does your research require?
- The last question is to do with communities, what sort of people excite you and where do they work?

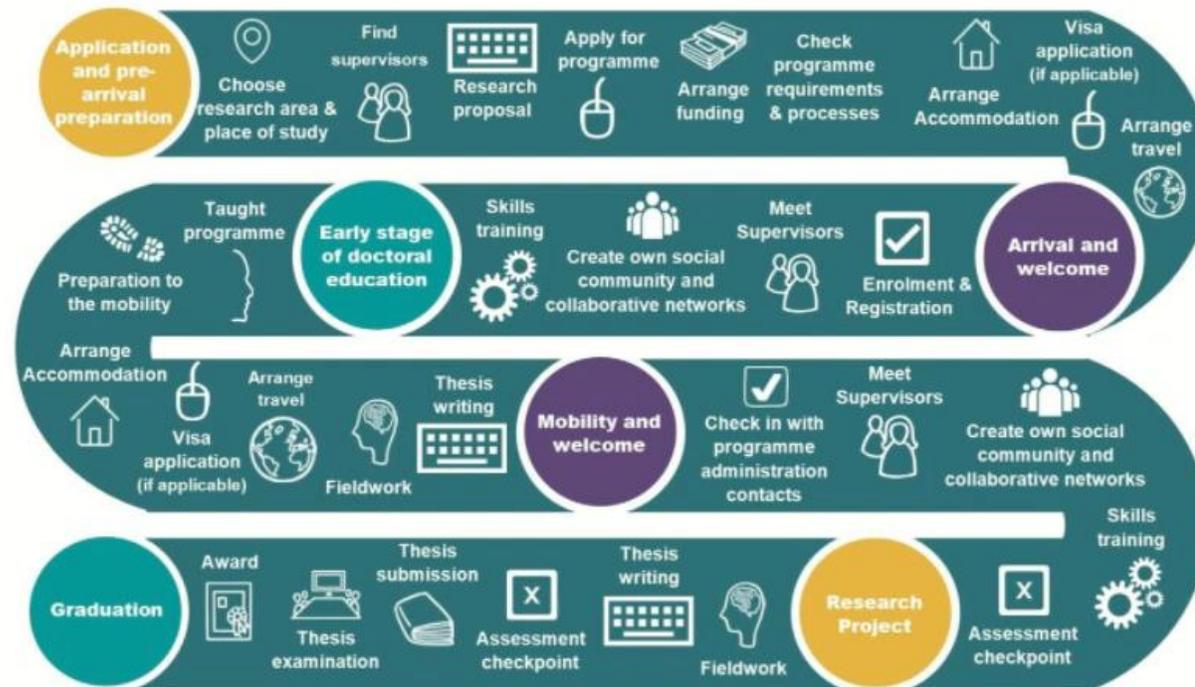
Answers to these questions might not give you a definitive career answer, you could work across several industries or institutions, but they might be helpful in deciding your focus. Ask a wide range of scholars in your field for their specific career tips so that you get the best advice for your expertise.

Gaining a doctorate demonstrates an exceptional standard of learning and knowledge, but in today's competitive job market, holders of a doctorate must also demonstrate that they have a broad range of complementary skills that are transferable to their chosen occupation. Each university has a careers service or employability office that will offer bespoke advice.

Experience of a joint international programme

Each doctoral candidates' journey of undertaking a joint PhD is different due to the differences between universities, countries, and programmes; but the commonalities are shown in the infographic below giving you an idea of what to expect, though not all of these experiences will be relevant to you and might happen in a different order. More detail is available about the practical information for your relocation, and programme information.

Topic 7 : Experience of a joint international programme



Contacts

Scroll across each of the universities below to find the contacts to help you with more information or to start your application process



Admissions queries and information

The administrative contacts can help you with practical questions about admission procedures for PhD doctoral candidates.

Joint Programme Administration

The Antwerp Doctoral School can help you with questions relating to joint PhD's.

Departments and Supervisors

The academic contacts can help you with content-related questions. The research coordinators are the first point of contact.



Admissions queries and information

There is online information available explaining how to pursue a doctorate at Bremen University.

Joint Programme Administration

The BYRD Bremen Early Career Researcher Development can undertake a consultation with you to discuss your plans.

Departments and Supervisors

Information is available about the Research Institutions & Projects.



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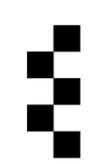
Joint Programme Administration

The Doctoral School is the central management of the PhD training procedures.

Departments and Supervisors

PhD programmes at UC3M helps you to identify your subject, teachers, and research lines involved for Engineering and Sciences, Humanities, Social Sciences, and Law.

Topic 8: Contacts



- Digital toolkit that is inclusive and accessible
- Interactive and living electronic document
- Promoting transnational mobility and doctoral study but also;
 - sharing of good practice;
 - fostering doctoral networks (for staff as well as students);
 - promoting social and cultural differences and similarities
- Enhancing existing institutional guidance
- Enhancing Supervisor knowledge and training
- Sharing the student voice and experience
- Encouraging the development of joint doctoral programmes, joint training and sharing of innovations in doctoral education.



Thank you

Any questions?

jointphdprogrammes.com

Prof. Sanja Bahun

Dean of Postgraduate Research
and Education