

Information on preparing the annual report (status: 28.10.2024)

The GSGG regards it as one of its principal tasks to ensure that the supervision relationship between doctoral candidates and their supervisors is as intensive and committed as possible. The annual report is a major element within this supervision relationship. In it, the doctoral candidate provides information on the status of her/his doctoral project once each year.

The written report, which should be approximately 3-5 pages in length, must be reviewed by the thesis committee, countersigned by them, and forwarded to the GSGG with the committee's commentary appended.

The annual report must describe (at least) the following aspects:

- what is the current state of development of the doctoral project?
- to what extent does the progress correspond with, or deviate from, the advance planning?
- how often in the course of the past year did a discussion take place between the members of the thesis committee and the doctoral candidate?
- was the doctoral project presented in the framework of a colloquium or at a scholarly meeting during the past year?

When preparing their report for the GSGG, doctoral students within programmes who have already been required to draw up an annual report can prepare their report on the basis of the outline applicable for their particular programme (updated for the GSGG if necessary), but it must in any case contain the above information.