SUBMISSION DOCTORAL DISSERTATION

*Form to submit a doctoral dissertation to the Faculty Council, to be filled in by the administrative supervisor responsible in consultation with the chair of the Examination Board.*

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| **Date Faculty Council**  |  |
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| **Identification of the doctorate** |
| * discipline
 |  |
| * surname doctoral student
 |  |
| * first name doctoral student
 |  |
| * title doctoral dissertation
 |  |
|  |  |
| * partner institution, if a joint PhD
 |  |
|  |  |
| * article-based dissertation
 | YES / NO |
| * if YES: compliance with [Article 7](https://www.ugent.be/lw/en/research/doctoraldegree/documents/facultair-reglement-engels.pdf)
 | YES / NO |
| * if NO: compliance with [Article 8](https://www.ugent.be/lw/en/research/doctoraldegree/documents/facultair-reglement-engels.pdf)
 | YES / NO / N.A. (own resources) |
|  |
| **Supervisors and doctoral advisory committee (DBC)** |
| * administrative supervisor responsible
 |  |
| * other supervisors
 |  |
| * members doctoral advisory committee
 |  |
| * DBC agreement , compliance with [Article 9](https://www.ugent.be/lw/en/research/doctoraldegree/documents/facultair-reglement-engels.pdf)
 | YES / NO |
|  |
| **First deliberation and public defence** |
| * time and date first deliberation
 |  |
| * location first deliberation
 |  |
| * language during first deliberation \*
 | Dutch / English / other: … |
| * language during public defence \*
 | Dutch / English / other: … |
| * reason(s) if another language than Dutch or English is used
 |  |
| \* the language(s) used must be known to all members of the Examination Board |
|  |
| **Composition of the Examination Board**  |
| An Examination Board consists of five to eight members who are qualified to vote:* chair: voting member, determined per discipline, unless otherwise appointed by the dean
* reading committee: three, preferably four and maximum six voting members, appointed on the basis of their special expertise with regard to the dissertation
* rapporteur: voting member, also the secretary, appointed by the study programme

*At least half of these members are appointed at Ghent University. At least two of these members come from outside the faculty, at least one from outside Ghent University. Doctoral advisory committee members can never form more than half of the members of the reading committee, and cannot act as* *chair or rapporteur. At least half of the members have a PhD. Co-authors of a publication which forms an integral part of the dissertation cannot be voting members of the Examination Board. The Examination Board can be supplemented with the supervisor(s), but these are not entitled to vote.* |
|  |
| CHAIR |
| **first name, surname** |  |
| **-** wishes to have a paper copy of the dissertation, in addition to the electronic version | YES / NO |
|  |
| READING COMMITTEE (min. 3 / preferably 4 / max. 6 / 2 outside the faculty / 1 outside Ghent University) |
| **(1) title, first name, surname** |  |
| * institution, faculty
 |  |
| * phone number
 |  |
| * email
 |  |
| * motivation
 |  |
| * holder of a doctorate
 | YES / NO |
| * will attend the first deliberation through video conferencing
 | YES / NO |
| * wishes to have a paper copy of the dissertation, in addition to the electronic version
 | YES / NO |
| * if YES: postal address
 |  |
|  |
| **(2) title, first name, surname** |  |
| * institution, faculty
 |  |
| * phone number
 |  |
| * email
 |  |
| * motivation
 |  |
| * holder of a doctorate
 | YES / NO |
| * will attend the first deliberation through video conferencing
 | YES / NO |
| * wishes to have a paper copy of the dissertation, in addition to the electronic version
 | YES / NO |
| * if YES: postal address
 |  |
|  |
| **(3) title, first name, surname** |  |
| * institution, faculty
 |  |
| * phone number
 |  |
| * email
 |  |
| * motivation
 |  |
| * holder of a doctorate
 | YES / NO |
| * will attend the first deliberation through video conferencing
 | YES / NO |
| * wishes to have a paper copy of the dissertation, in addition to the electronic version
 | YES / NO |
| * if YES: postal address
 |  |
|  |
| **(4) title, first name, surname** |  |
| * institution, faculty
 |  |
| * phone number
 |  |
| * email
 |  |
| * motivation
 |  |
| * holder of a doctorate
 | YES / NO |
| * will attend the first deliberation through video conferencing
 | YES / NO |
| * wishes to have a paper copy of the dissertation, in addition to the electronic version
 | YES / NO |
| * if YES: postal address
 |  |
|  |
| **(5) title, first name, surname** |  |
| * institution, faculty
 |  |
| * phone number
 |  |
| * email
 |  |
| * motivation
 |  |
| * holder of a doctorate
 | YES / NO |
| * will attend the first deliberation through video conferencing
 | YES / NO |
| * wishes to have a paper copy of the dissertation, in addition to the electronic version
 | YES / NO |
| * if YES: postal address
 |  |
|  |
| **(6) title, first name, surname** |  |
| * institution, faculty
 |  |
| * phone number
 |  |
| * email
 |  |
| * motivation
 |  |
| * holder of a doctorate
 | YES / NO |
| * will attend the first deliberation through video conferencing
 | YES / NO |
| * wishes to have a paper copy of the dissertation, in addition to the electronic version
 | YES / NO |
| * if YES: postal address
 |  |
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| RAPPORTEUR/SECRETARY |
| **title, first name, surname** |  |
| * holder of a doctorate
 | YES / NO |
| * wishes to have a paper copy of the dissertation, in addition to the electronic version
 | YES / NO |
| * if YES: postal address
 |  |
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| NON-VOTING MEMBERS (optional, only for supervisors) |
| **title, first name, surname** |  |
| **title, first name, surname** |  |
| **title, first name, surname** |  |