# Part B, Agreement concerning academic supervision in a doctoral degree programme

This agreement shall be signed by the candidate, the academic supervisors and the Head of Department/Head of Centre for the doctoral degree programme.

## 1 Purpose

This agreement applies to academic supervision in connection with the doctoral degree project with the working title:

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and academic follow-up during the doctoral degree programme (cf. Part A, Section 4). The agreement lays down the parties’ rights and obligations in respect of academic supervision during the term of the agreement.

## 2 Contractual parties

The contractual parties are the candidate, the academic supervisors and the Department/Centre:

The main academic supervisor appointed for the term of the agreement is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

from unit/institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The co-supervisor appointed for the term of the agreement is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

from unit/institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If applicable, the additional co-supervisor appointed for the term of the agreement is:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
from unit/institution): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## 3 Basis for the programme

The basis for academic supervision shall be the project specification and plan for the training element, cf. Part A, Section 4.

## 4 Reporting and disclosure requirement

The candidate and main academic supervisor have a duty to keep one another informed of all factors of significance to the academic supervision on an ongoing basis. The parties shall be required to actively follow up on matters that may result in academic supervision not being carried out as agreed in Section 5 below
The candidate and main academic supervisor shall be required to submit progress reports in accordance with the provisions laid down in Part A of this agreement.

## 5 Duties associated with academic supervision

### 5.1 The academic supervisor shall:

* provide advice on the formulation and delimitation of the subject and research question
* discuss and assess hypotheses and methods
* provide help to navigate academic literature and data (library, archives, etc.)
* discuss the structure and implementation of the presentation (layout, wording, documentation, etc.)
* stay informed of the progress of the candidate’s work and assess this in relation to the scheduled progress
* help introduce the candidate to relevant academic communities
* discuss results and the interpretation of results
* provide guidance on scientific dissemination
* provide guidance on research ethics matters related to the thesis

### 5.2 The candidate shall:

* submit draft versions of parts of the thesis by agreement with the academic supervisor and in accordance with the project specification. Parts of the thesis may be presented in connection with seminars.
* complete the training element in accordance with the progress schedule
* comply with research ethics principles applicable to the field

### 5.3 Framework for academic supervision:The total framework for academic supervision shall be 210 hours. This shall include all work associated with academic supervision, such as academic supervision meetings, preparations, revision, reporting, attending candidate seminars, etc. If a co-supervisor is appointed, the division of hours between the main academic supervisor and the co-supervisor shall be 140/70. Academic supervision shall take place within the ordinary work schedule.

## 6 Copyright, patent and other intellectual property rights (Intellectual Property Rights (IPRs)

### 6.1 Copyright to the doctoral thesis

If the candidate is the sole author of the doctoral thesis, the candidate shall retain sole copyright to the work. If the doctoral thesis consists of a collection of articles, the candidate shall have copyright only to the parts derived from the candidate’s independent creative efforts. Articles authored by multiple contributors and for which it is not possible to distinguish between individual contributions as separate works shall be considered joint works. For any such articles, the authors shall have joint copyright. The parts of the doctoral thesis to which the candidate has sole copyright, as well as any other scientific works derived through the work on the thesis and to which the candidate has sole copyright, may be used by the University for teaching, research and artistic development work at no charge. This shall also apply to free-of-charge reproduction of copies (paper and/or digital). In the event of such use, the candidate shall be named in accordance with legislation and good practice.

### 6.2 Copyright to the artistic doctoral work

The candidate has copyright to the artistic doctoral work. If the work has been performed by multiple people, the candidate shall only have copyright to the result of their independent creative efforts. If the artistic doctoral work has been performed by multiple people and it is not possible to distinguish between individual contributions as separate works, the contributors shall have joint copyright.

### 6.3 Notification requirement for patentable inventions and results with commercial potential

If the PhD candidate is employed at OsloMet and produces a patentable invention or produces results with commercial potential during the execution of the doctoral work, written notification of the invention/results shall be issued to OsloMet, c/o the Section for Research and Societal Improvement, without undue delay and in accordance with Section 5 of the Norwegian Employees’ Inventions Act of 17 April 1970. If the invention/result has been produced in collaboration with the academic supervisor(s) employed at OsloMet, both the PhD candidate and the academic supervisor(s) shall be required to submit written notification of the invention to OsloMet without undue delay. The PhD candidate and academic supervisor(s) shall jointly establish their respective shares of the patentable invention.

## 7 Changing academic supervisor

The candidate and academic supervisor may, together or independently, ask the Faculty/Centre to consider appointing a new academic supervisor for the candidate. The academic supervisor may not step down from the role before a new academic supervisor has been appointed.

If the candidate or academic supervisor finds that the other party fails to comply with their obligations under Sections 4 and 5, the party that claims breach of obligations shall be required to raise the matter with the other party. The candidate and academic supervisors shall jointly strive to find a solution to the situation that has occurred. The Faculty/Centre shall assist as required.

If the candidate or academic supervisor finds that the other party fails to fulfil their obligations under Sections 4 and 5 and the parties are unable to negotiate agreement as to how the situation should be resolved, the candidate or academic supervisor may request to be released from the academic supervision agreement. Any request for release from the academic supervision agreement shall be addressed to the Faculty/Centre. The party submitting such a request shall be required to submit a copy to the other party. The decision to release the candidate and academic supervisor from the academic supervision agreement shall be made by the Faculty/Centre. In connection with such a decision, the Faculty/Centre shall ensure that the PhD candidate enters into an academic supervision agreement with a new academic supervisor. Any external parties shall be informed of any factors as mentioned in this section.

## 8 Disputes

Any disputes concerning the academic supervisor’s and candidate’s academic rights and obligations under this agreement may be brought before the relevant academic bodies at the institution by either party for consideration and determination. For the purposes of this agreement, the body shall be: The PhD Committee at the Faculty/Centre.

If the body in question makes an individual decision in respect of the matter, such a decision may be appealed to the immediate superior body.

## 9 Final provisions

This agreement (Part B) has been entered into within the framework of the applicable rules and guidelines for the doctoral degree programme, including the institution’s regulations relating to the PhD degree. The original agreement documents shall be filed at the Faculty/Centre, cf. also the provisions relating to filing in Part A, Section 4.

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Candidate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Main academic supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty/Centre/Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Co-supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Additional co-supervisors: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Amendments and specifications relating to the agreement

The following amendments/specifications have been incorporated into the agreement:

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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, on \_\_\_\_\_/\_\_\_\_\_ 20\_\_\_\_\_

Candidate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Main academic supervisor:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty/Centre/Department\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Co-supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Additional co-supervisors: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_