# Agreement on work obligations

*Please keep the completed sheet for your own use. It should not be submitted to the Graduate School.*

We, the PhD student and the principal supervisor (or superior at place of employment), have made the following agreement regarding the PhD student’s work obligations during the PhD studies.

A distinction is made between the research project, dissemination activities and work obligations.

The research project including the PhD student’s work on the project is described in the enrolment application and should thus not be described here.

Work obligations are activities that lie beyond these project-related tasks. If you teach in order to fulfil a work obligation, this can also cover the requirement for knowledge dissemination set out in the PhD Order.

We have agreed that the following activities will be part of the PhD student’s work obligations:

|  |  |  |
| --- | --- | --- |
| **Activity** | **Yes?** | **Describe the work activity** |
| Teaching |  |  |
| Supervision of bachelor or master students |  |  |
| Clinical work  |  |  |
| Core facility management |  |  |
| Other activities |  |  |

***Teaching activities and work obligations under the collective agreement with the Danish Confederation of Professional Associations****During the PhD study programme, PhD students employed under the collective agreement with the Danish Confederation of Professional Associations may be required to work for the institution to an extent equivalent to 840 working hours in total. The conditions are:*

* *The PhD student can only be required to undertake teaching or other forms of knowledge dissemination related to the individual PhD student’s PhD project.*
* *By agreement with the principal supervisor, PhD students may, if they so wish, undertake teaching that is not related to the individual student’s PhD project, but the institution may not require this of the PhD student.*

***Teaching activities and work obligations under other collective agreements***

*For PhD students employed under other collective agree­ments than with the Danish Confederation of Professional Associations, the number of hours for special work tasks that may be required by the institution is not specified.*

***Maximum teaching activities***

*Irrespective of which collective agreement the PhD student is employed under, the Dean's office and the heads of department expect PhD students to be assigned to teach e.g. courses and exercises equivalent to an average of maximum 100 teaching hours per year including time for preparation.*

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PhD student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Principal supervisor/superior at place of employment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_