

**Code of Conduct:
PhD candidate participation in student supervision**

PhD candidates are often involved in the supervision of Bachelor and Master students, e.g. during internships and theses. How this is implemented varies between disciplines, institutes and working groups. In order to provide some transparent and agreed upon guidelines, VDS CoBeNe is introducing the present code of conduct. PIs associated with CoBeNe are required to comply with this Code when involving their PhD candidates in student supervision, as are PhD students when participating in student supervision. They as well as third parties (e.g. members of TAC meetings) can refer to the Code in case of deviations and disagreements.

§ 1 - This code applies to every PI associated with the VDS CoBeNe and every PhD candidate in the VDS CoBeNe.

§ 2 - PhD candidates can be involved in the supervision of Bachelor theses, Master theses, interns, and teach modules which include student supervision. However, the extent of this involvement shall not interfere with the PhD candidate's research or study progress. PIs shall keep this in mind and not assign their PhD candidates supervision-related tasks going beyond this.

§ 3 - Unless they are hired explicitly for supporting the PI's teaching responsibilities, involvement in supervision should follow the PhD candidate's expressed wishes. That is, PhD candidates are not supposed to be given supervision tasks against their will.

§ 4 - When PhD candidates are supervising students, they themselves should receive appropriate and regular support and supervision from their PI.

§ 5 - At the end of the PhD candidate's annual Progress Report (FSB) period, the PhD candidate shall receive a certificate detailing the number of students they co-supervised and the tasks they took on. This shall be used to substantiate claims made on their CVs and hence carry the PI's signature. See the Appendix.

§ 6 - Satisfaction with involvement in student supervision tasks shall be discussed in TAC meetings.