

Department Biology (D-BIOL)**Detailed Regulations for Individual Doctoral Studies**

from 1 December 2009 (As of 1 January 2014)

Important: English is not an official language of the Swiss Confederation. This translation is provided for information purposes only and has no legal force.

Approved by the Executive Board on 11 March 2014

D-BIOL,

pursuant to Art. 23 Abs. 3 of the Ordinance on Doctoral Studies ETH Zurich of 1 July 2008¹, in accordance with clause 9 of the Rector's Implementation Provisions to the Ordinance on Doctoral Studies ETH Zurich of 17 October 2013²,

decrees the following detailed regulations for individual doctoral studies:

1. Admission to the Fast Track

The "fast track" to doctoral studies allows outstanding master students to be accepted as doctoral students after one year of their master studies (provisional admission to the doctorate). The details are determined in the study regulations for the master curriculum in biology 2006.

2. Thesis Supervisor

A thesis in the D-BIOL can be supervised by:

- a. a D-BIOL professor
- b. an honorary professor or senior lecturer, provided
 - I. he/she is working at D-BIOL on a full-time basis; and
 - II. D-BIOL has given its consent.

In order to apply the appropriate form is to be used.

3. Doctoral studies**3.1 General rules**

- 3.1.1. The department requires a doctoral studies supervisor, **together with the doctoral candidate, to set up the plan for a doctoral study program** which adequately encompasses both the topic of the thesis and the interests of the candidate.
- 3.1.2. For doctoral studies undertaken **externally at non-ETH institutions**, a study program should be set up that is **qualitatively equivalent** to that at ETH and suited to the individual circumstances.
- 3.1.3. The restrictions on the doctoral studies choice possibilities for a candidate with a foreign mother tongue should be taken suitably into account.

¹ SR 414.133.1

² RSETHZ 340.311

3.1.4. It is the supervisor's duty to ensure appropriate documentation of the courses taken are kept to oversee the record of credit units attained, and to provide written confirmation of the fulfilment of the requirements to the department's director of studies prior to the candidate's registration for the doctoral examination.

3.1.5. A minimum of 12 credit points has to be presented. One credit point is equal to an effort of 25 – 30 hours of work.

3.1.6. Credit points obtained in doctoral programs are fully accepted.

3.2. Details for the acquisition of credit points

3.2.1. Lectures

A **minimum of 2 credit units** should be obtained from formal courses taken in the **3rd year of the BSc curriculum and/or in the MSc curriculum** and/or in doctoral programs (active participation required).

- Biology lectures

In principle, all of the **biology courses offered in the 3rd year of the BSc curriculum and in the MSc curriculum at ETH or at the University of Zurich are eligible for the acquisition of credit units**. Courses not included are those having a subject content equivalent to pre-graduate courses already taken by the candidate.

- Courses offered by other departments at the ETH

Courses offered by other ETH departments, especially in "Social Sciences and Humanities" (D-GESS), are eligible for the acquisition of credit units.

3.2.2. Language courses

A maximum of **four credit units** can be acquired from completed **language courses**, so long as the candidate has not previously been examined in similar language courses at secondary-school level.

3.2.3. Activity as a member of a commission or a representative of the doctoral students in the D-BIOL department conference

One credit unit per semester may be gained through active participation in one or more **ETHZ committees or commissions**. Representation by a doctoral student as a delegate for other doctoral students in the **D-BIOL department conference** is worth **0.5 credit units per semester**. A **maximum of 2 credit units** may be gathered in this manner.

3.2.4. Active participation in ETH-external congress meetings (poster and/or oral presentation)

One poster and/or one oral presentation of research work at an ETH-external conference is in each case worth **one credit unit** (a maximum of **2 credit units**). The credit unit(s) must be confirmed by the chairperson of the event.

3.2.5. Participation in workshops

An **active participation in a one-week workshop** or in a one-week continued education course is worth **2 credit units**. A **total of up to 4 credit units** may be gained in this manner.

3.2.6. Participation in institute seminars

An **active participation in institute seminars** is worth a maximum of **0.5 credit units per year**. It is the supervisor's duty to confirm the claimed participation.

3.2.7. Doctoral students requiring doctoral studies admission examinations
Doctoral students having to pass doctoral studies admission examinations may claim up to a **maximum of 4 credit units** originating from those examinations. One subject is worth **2 credit units**.

Applies only to doctoral students enrolled before 1 November 2013.

3.3. Confirmation of credit points

Before registering for the doctoral examination at the rectorate credit points must be confirmed by the department (signature of a person authorized on the registration form for the doctoral examination). Accepted are documents (with proof of performance when provided) confirming the successful completion of one of the activities listed under "Details for the acquisition of credit points".

3.4. Exceptions

If application of the recommendations outlined in paragraph 3.2. of this chapter is judged by the supervisor as likely to cause a candidate particular hardship, decisions concerning the allowance of exceptions to the regulations may be taken by the biology department's director of studies after consultation with the doctoral candidate's supervisor.

4. Research proposals

Each doctoral student has to submit his/her research proposal to the D-BIOL doctoral studies panel within twelve months of provisional admission. The further details about form and content of the proposal are determined in the corresponding information documents of the department.

The form "Approval of the research plan (Confirmation of being fully admitted to doctoral studies)" has to be handed in together with the proposal. It has to be signed by the official supervisor. The acceptance of the proposal will be communicated to the ETH rectorate.

5. Doctoral thesis committee

Every doctoral student of the Department of Biology has the duty to put together a doctoral thesis committee. It has to be known and communicated to the department when the proposal is due. Names and signatures of its members are a mandatory part of the proposal title page. The further details about the composition and tasks of the doctoral thesis committee are determined in the corresponding information documents of the department.

6. Doctoral thesis

In terms of form and language the "Ordinance on doctoral studies ETH Zurich" rules are to be applied.

The use of papers as parts of the dissertation is allowed. As a prerequisite a substantial part of the dissertation must be published as manuscripts. The frame text must contain a sound standing introduction as well as a discussion encompassing all manuscripts. Furthermore, it must point out continuative experiments/perspectives. It must be made clear which part is the own work of the doctoral student.

7. Composition of the doctoral examination committee

At least one member of the doctoral thesis committee has to be a member of the Department of Biology. The further details about the composition of the doctoral examination committee are defined in the “Ordinance on doctoral studies ETH Zurich”.

8. Promotional exams

Promotional exams in the department of Biology consist of two parts: an oral presentation of the project by the doctoral student and the examination of the doctoral student by the examination committee. The first part is open to the public, from the second part the public is excluded. Slides prepared beforehand geared to answering potential questions are not allowed. The further details are determined in the corresponding information documents of the department.

9. These Detailed Regulations are effective from 1 January 2014