

## Teaching during the PhD: Time away from research per course defined as follows for PhD students (TAs)

### A) Laboratory Courses

#### 1<sup>st</sup> Year Laboratory Course:

**240 h** considering the 1st year laboratory course, with 3 afternoons per week for the whole semester (10 weeks) = ca. 150 contact hours (**ratio Credit/Contact = 1.6**)

#### AOCP-II (529-0129-00L):

**335 h** considering 4 afternoons per week for the whole semester (13 weeks) = ca. 210 contact hours (**ratio Credit/Contact = ca. 1.6**).

#### Block Courses:

**160 h** considering 100 contact hours (**ratio Credit/Contact = 1.6**)  
+ **up to 40** hours for preparation.

#### Guideline for other laboratory courses:

**Teaching Credit points** = (Number of weekly contact hours as defined in the course catalogue) × (number of weeks) × 1.6. Additional preparation time may be added upon justification and agreement.

**Number of Assistants per laboratory courses:** ca. 10 students/TA

### B) Lectures or Case Studies:

**100 h** for a class that runs 14 weeks (2 h lectures + 1 exercise) – (**ratio Credit/Contact = 2.38**)

**Additional extra 30 h** for each of the following additional activities: i) Head TAs in larger classes (above ca. 100), note that Head TAs not be involved in teaching exercises but responsible for coordinating the class can be granted 100h, ii) marking exercises weekly, iii) TAs involved in exam grading sessions for large classes, and/or iv) organizing a new course (e.g. script writing).

**Number of Assistants per class:** defined by the Professor(s) in agreement with their colleagues. In most cases, in particular master courses and elective bachelor classes: **1 assistant per class**. For larger classes and intensive courses involving (weekly) correction of exercises: Additional assistants, can be involved, preferably "Hilfsassistentierende" (HAs) when possible, with a target of 1 assistant for 15-20 students for intensive courses. With additional TAs (beyond agreed number) = the assistants (TAs) share the credit hours for the course (130 \* number of agreed assistants). Post-docs can be used to improve the quality of the course and are not counted in the overall number of assistants for the course.

**Minimum of Teaching Hours during the PhD (time away from research): 600-670 hours (the minimum amount of teaching hours can be decreased to 450h min when carrying out the thesis off ETH campus)**  
Above 670 hours: additional (salary) compensation is expected when considering a salary at Standard-Stufe.

Note that poorly-performing TAs may see their credit hours decreased by up to 25% with the request to take additional classes related to didactic and teaching, in case major recurrent teaching issues are identified and are not properly addressed.

### Implementation

Vote at next DK (01-25) – 24.02.2025

PhD students, who started after this regulation is implemented (DK01-25), will follow the rule.

PhD students who started teaching in 2024 can choose the new or old systems (most PhD students should migrate to the new system when possible).

Teaching Credit Points (in equivalent hours) for each course will be available on the D-CHAB website (Doktorat, access to D-CHAB members only).

Total Teaching Credit Points (in equivalent hours) accumulated for each PhD student will be available for all Doctoral students upon request at their Institute or on the DK SharePoint for DK members.

TAs have to be informed 3 months in advanced about their teaching duty.