

Learning agreements for doctoral students of the D-ITET

(having joined after December 31, 2021)

December 2022
Doctoral Administration D-ITET

The learning agreement

During their <u>doctoral studies</u> at ETH Zurich, **students must acquire at least 12 credit points ECTS**.

All doctoral students having joined the D-ITET doctoral studies after December 31, 2021, must **agree with their supervisor on the courses** to be taken during doctoral studies (see Article 36(5) of the <u>ETH Zurich Ordinance on the Doctorate</u>).

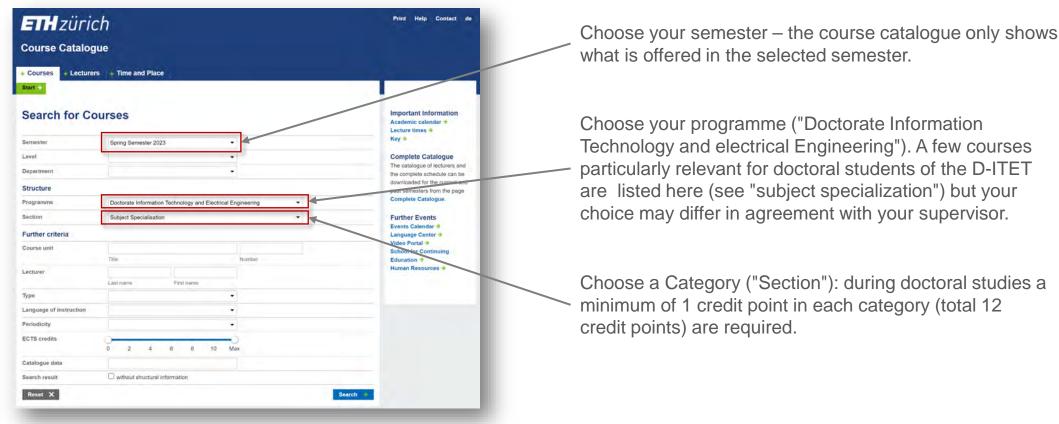
This agreement is formalized as the **learning agreement** in <u>myStudies</u> which the student submits to the supervisor for approval.

A **valid learning agreement is required** before graduation at the very latest – we suggest submitting it in the first year of studies as students cannot move courses into the categories (see next pages) of their doctoral studies without a valid learning agreement. The course selection should also be part of the <u>annual status conversation</u>.

The course catalogue

Most courses that you will take during doctoral studies can be found in the course catalogue (some exceptions are discussed later).

This offer will also show in <u>myStudies</u>, when you edit your Learning Agreement.

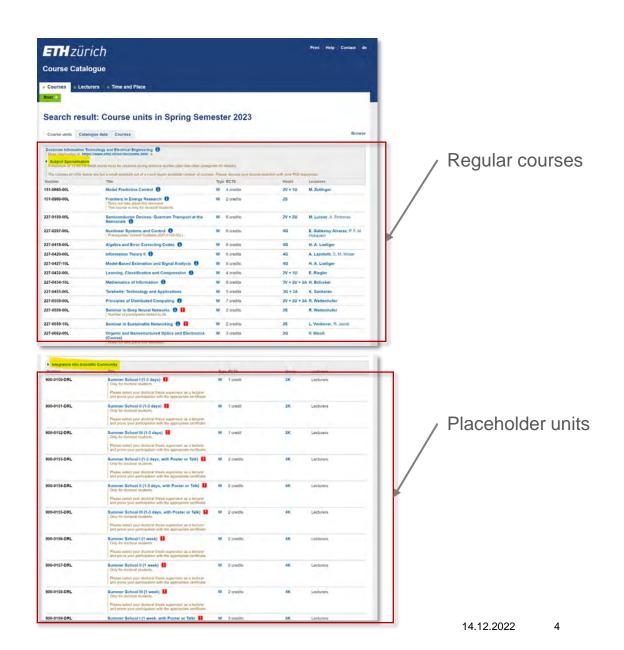




Regular courses and "placeholder units"

The courses are listed according to categories.

- In the category of Subject specialization, courses from the regular ETH offering, particularly useful for some of our doctoral students are usually listed.
- In the categories of Transferable Skills and Integration into Scientific Community, you will mostly find "placeholder units" which are supposed to convert non-regular-courserelated content into credit points (e.g., conferences, or participation in committees).

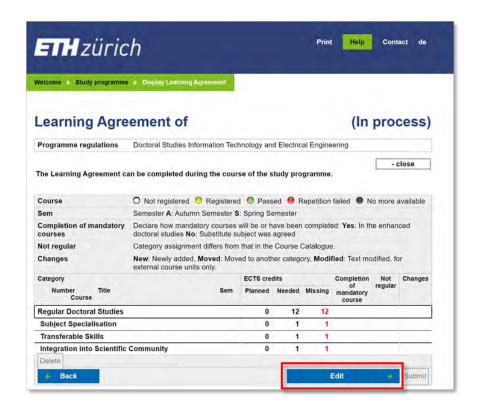


Creating a learning agreement in myStudies

In principle, learning agreements should be drawn up for the entire duration of your doctoral studies, i.e., contain a minimum of 12 credit points, and submitted during the first year of your studies.

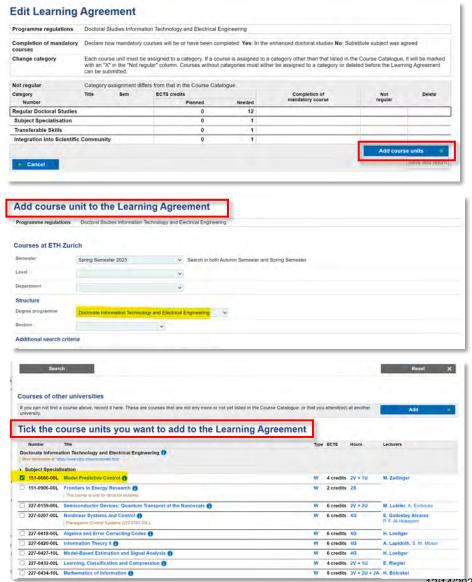
However, your thesis supervisor may give different instructions, e.g., only adding courses for each upcoming semester. Please make sure to discuss this with your supervisor.

But remember that, in any case, the learning agreement must be **final before the registration for the doctoral examination** and that courses or other performances included therein it must be completed by that time.



Editing the learning agreement

- Add courses by searching them in the ETH course catalogue.
- Note that only the current and previous semester are available at the beginning of each semester but the courses on offer only seldom change.
- Add courses to the learning agreement by ticking the box next to it.
- Submit your learning agreement when all courses have been added.

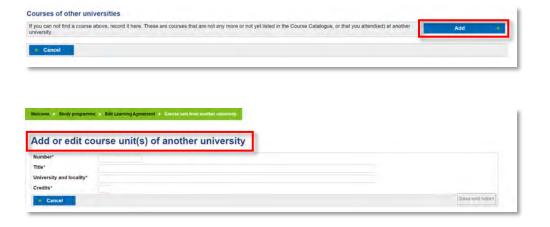




Editing the learning agreement (contd.)

 Courses that are not offered by ETH or cannot be covered by "placeholder units" can be added to the learning agreement manually by doctoral students.

Note that this does not have any effect on the transcript of records. The study administration only adds courses upon prior discussion and presentation of official documents proving participation in external courses.





Modifying a learning agreement

Learning agreements can be changed at any time. This is triggered by the supervisor (= "Tutor") in eDoz, e.g., because:

- the supervisor prefers to update the learning agreement each semester (see above);
- the doctoral student did not discuss the learning agreement with the supervisor before submitting it and he/she does not agree with it;
- the original learning agreement can no longer be fulfilled, e.g., because a course is no longer offered, or an exam has been failed twice;
- etc.

