

Academisch Reglement_PhD regulations

ITM PhD regulations

These regulations replace 'Doctoraatsonderzoek en doctoraatsopleiding aan het ITG' (November 2004)

1. Scope

ITM offers PhD training in all of its fields of expertise in collaboration with Belgian universities and universities abroad that deliver the PhD degree. The PhD training typically takes four years. The ITM PhD regulations are specific regulations in addition to the PhD awarding university regulations that a priori apply.

2. Aim and learning objectives

The aim of PhD training at ITM is to train PhD students to become 'independent researchers', this means that they should be able to:

- 'demonstrate a systematic understanding of their field of study and mastery of the skills and methods of research associated with that field;
- demonstrate the ability to conceive, design, implement and adapt a substantial process of research with scholarly integrity;
- make a contribution through original research that extends the frontier of knowledge by developing a substantial body of work some of which merits national or international refereed publication;
- the critical analysis, evaluation and synthesis of new and complex ideas;
- communicate with peers, the larger scholarly community and with society in general about their areas of expertise;
- promote, within academic and professional contexts, technological, social or cultural advancement in a knowledge based society.

The PhD Student must endorse the Principles for PhD students as laid down in the [Code for effective PhD supervision](#).

3. PhD supervision

The PhD research is carried out under the guidance of one or more supervisors: ITM supervisor, PhD awarding university supervisor and- in case of a sandwich PhD - a home institute supervisor. The ITM and university supervisor or the home institute and university supervisor may be the same person. The supervisors must be eligible as formal academic supervisors of PhD theses according to their national and/or institutional regulations and must endorse the Principles for supervisors as laid down in the [Code for effective PhD supervision](#).

The maximum number of ITM supervisors is two. If additional expertise is required to ensure the high-quality supervision of the PhD research, one additional ITM supervisor may be appointed. All supervisors must be in possession of the academic degree of doctor. One of the ITM supervisors must be an ITM ZAP. It is considered good practice that if the PhD degree awarding university regulations stipulate that the number of supervisors for the university is limited, to add the ITM supervisor who does the daily supervision of the PhD candidate - not necessarily the ITM ZAP - to the university supervisory team.

4. Admission

Candidates can only be admitted to the ITM PhD programme after positive advice by the ITM [PhD Committee](#) and decision by the ITM Management Committee. Candidates should submit their PhD application according to the [guidelines for sandwich PhD applications](#) or the [guidelines for light review PhD applications](#) and respecting the [submission deadlines](#). The PhD Committee will review the eligible sandwich applications based on the evaluation criteria 'Scientific quality of the candidate', 'Scientific quality of the proposal', 'Supportive research environment' and will decide which candidates to interview. Contribution to capacity strengthening of the home institute and/or country is an eligibility criterion ('conditio sine qua non'). Progress will be evaluated after 1 year by the ITM PhD Committee based on the review of documents in writing and an oral defence in presence of all the candidate's supervisors (home institute, ITM, PhD awarding university). For PhD applications by candidates - other than sandwich candidates - the ITM PhD Committee will perform a 'light review' to check formal requirements.

5. Registration

After admission the PhD candidates will be registered as ITM PhD student in the Student Database. The PhD registration holds until the PhD defence or until the PhD registration would be cancelled by the ITM Management Committee on advice by the ITM PhD Committee. No annual registration renewal is required. No registration fee applies. Registered PhD students must have an ORCID iD (<https://orcid.org>).

6. PhD training programme

ITM organizes a PhD training/courses@work programme in February every year. The programme is open to PhD students, junior researchers, postdocs, supervisors and other interested ITM staff.

7. PhD thesis

The ITM prefers PhD theses that consist of a coherent series of scientific peer reviewed articles published or accepted in international journals, supplemented with a general introduction, discussion and summary. This formula ensures an additional, international quality guarantee, and also that the results effectively benefit the international research community as well as the curriculum and career of the candidate. ITM aims at three first author (published or accepted) publications in international peer-reviewed journals.

To acknowledge the contribution to the PhD, the name, and the logo of ITM and its supervisor(s) – and in case of a sandwich PhD – the name and logo of the home institute and its supervisors, must be mentioned on the title page of the PhD thesis. The PhD student must provide the ITM library with a hard and electronic copy of the PhD thesis.

8. PhD defence

The PhD defence will take place at the university venue, unless otherwise agreed with the PhD awarding university^[1]. PhD students must announce their defence in ITM^[2]. ITM PhD students are encouraged to organize a pre-defence for ITM colleagues.

Titel: Academisch Reglement_PhD regulations

Versie: 4

9. Ombuds

In case of dispute with the supervisors or in case of problems during the PhD the PhD student can contact the ombudspersons at averlinden@itg.be and bbroucker@itg.be .

[1] In agreement with the University of Antwerp (22/05/2019) and the KU Leuven (02/02/2024) the PhD defence can be organized in the ITM premises.

[2] The PhD student must send an abstract, names of supervisors, venue, date and time and photograph to the Research Office (nbrouwers@itg.be).