

## Regulations

### Erlangen Graduate School in Advanced Optical Technologies (SAOT) GSC 80/1

The Erlangen Graduate School in Advanced Optical Technologies (SAOT) is an interdisciplinary graduate programme within the Graduate School of the University of Erlangen-Nürnberg within the meaning of section 1 paragraph 2 sentence 2 of the regulations for the Graduate School dated 26th July 2006. The SAOT Graduate School was established as a result of a successful application for funding within the framework of the federal and state government 'Initiative for Excellence' for the promotion of science and research at German universities (official notification of award dated 26.10.2006). The following SAOT regulations have thus been compiled with reference to the regulations for the overall Graduate School of the University of Erlangen-Nürnberg of 26th July 2006, as well as the guidelines issued by the *Deutsche Forschungsgemeinschaft* (German Research Foundation - DFG) for bodies funded within the Initiative for Excellence.

The senior management board of the Friedrich-Alexander University of Erlangen-Nürnberg (FAU) in joint agreement with the Board of Directors of the SAOT Graduate School, and following prior consultation with the *Deutsche Forschungsgemeinschaft* (German Research Foundation - DFG), and with the agreement of the heads of the institutions involved has jointly adopted the following regulations:

#### 1 Description of the Graduate School

The SAOT is a central institution under the umbrella organisation of the "Graduate School of the FAU".

## 2 Purpose of the Graduate School

The SAOT offers a structured, interdisciplinary graduate doctoral studies programme in English involving several faculties at the University.

Building upon established excellence in research, the educational programme is delivered on the basis of a broad international network of leading experts in their respective fields and has as its aim the promotion of innovation and leadership skills in all specialist research areas at the SAOT.

## 3 Participating institutions and scientific topics

The following FAU Faculties are involved in the SAOT:

- Faculty of Engineering
- Faculty of Sciences
- Medical School

Research at the SAOT focuses on the following specialist subject areas:

- Optical Metrology (*Optische Messtechnik*)
- Optical Material Processing (*Optische Materialbearbeitung*)
- Optics in Medicine (*Optik in der Medizin*)
- Optics in Communication and Information Technology (*Optik in der Kommunikations- und Informationstechnologie*)
- Optical Materials and Systems (*Optische Materialien und Systeme*)
- Computational Optics (*Rechnergestützte Optik*)

Ongoing cooperation in research takes place with the following external, non-university research institutions; Principal Investigators (PIs) or Ambassadors working at these institutions are also engaged in the SAOT.

- Max Planck Institute for the Science of Light (MPL)
- Fraunhofer Institute for Integrated Circuits (FhG-IISB)
- Bavarian Laser Centre (blz)
- Bavarian Center for Applied Energy Research (ZAE Bayern), Department 3: Photovoltaics and Thermosensorics, Erlangen

These joint research undertakings are regulated by existing cooperation agreements between the FAU and the individual research institutions.

## 4 Membership

The SAOT is committed to increasing the percentage of women in top-class research positions, in particular the number of female lecturers, mentors and doctoral researchers. In order to achieve this aim, targeted measures have been introduced to the educational programme for example, and the successful implementation of these measures through the work of a gender equality officer at the Faculty of Engineering is monitored by an SAOT committee.

### 4.1 The SAOT has the following categories of member:

- Principal Investigators (PIs)
- Associate Investigators (AIs)
- Ambassadors
- Mentors
- Doctoral students

### 4.2 Membership is determined as follows:

- PIs are initially those persons identified as such in the long version of the application. Further PIs may be appointed by the Executive Committee. Subsequent appointments can be made and will be limited to certain period of time. On appointment, the PI must be allocated to one of the specialist subject areas of the SAOT (“Topics”).
- Associate Investigators are professors or other persons who have already completed their ‘Habilitation’, but who do not belong to the group of PIs. It is not necessary for an AI to be in full-time employment at the University. Associate Investigators are appointed by the Executive Committee. The appointment may be limited to a certain period of time. On appointment, the AI must be allocated to one of the specialist subject areas of the SAOT.
- Ambassadors are appointed by the Executive Committee. Ambassadors are former Principal Investigators who are now in retirement or have emeritus status, but who remain active members of the SAOT, even after retirement. They promote the interests of the SAOT, for example, at external SAOT Academies, events and among their international contacts; they also provide students who are about to graduate with advice on their future. They offer doctoral students support at internal SAOT Academies and events, thus making an important contribution to the support offered to students in addition to their doctoral research at the SAOT. An Ambassador who is entitled to examine doctoral candidates may continue to act as the main supervisor for doctoral students and apply for scholarships providing that they have the agreement of the Executive Committee.
- Mentors are research assistants working for the PIs who supervise SAOT doctoral students; these should be either post-docs or about to complete a

doctorate in the field of Optical Technologies. Mentors are nominated at the recommendation of a PI and with the approval of the Executive Committee.

- The conditions governing membership of doctoral students are defined in section 6 of these regulations. SAOT doctoral students will be supervised by at least one SAOT Principal Investigator. There are two groups of doctoral students at the SAOT:
  - Scholarship holders financed by SAOT funding;
  - Members of the Graduate School whose research work is funded through other sources.

#### 4.3 Associate membership

In individual cases where doctoral students are not supervised by SAOT PIs, AIs, or Ambassadors, the Executive Committee may agree to accept them as associate members, providing that their research focus is within an area of SAOT specialism.

- Associate members are entitled to participate in all SAOT activities, as long as no additional costs for the SAOT are incurred. They are not entitled to any further rights otherwise granted to members of the SAOT in accordance with these regulations, and they are not obliged to acquire 'Credit Points'.
- Associate membership was originally introduced for members of the International Max Planck Research School in Optics and Imaging (IMPRS) in order to allow them the opportunity to participate in selected SAOT activities without being subject to fulfilling the requirements of the SAOT Credit Point System.
- All associated members are free to apply for full membership of the SAOT without being subject to fulfilling the requirements of the SAOT Credit Point System.

#### 4.4 Termination of membership

Membership may be terminated by the SAOT in cases where a member intentionally violates the terms and conditions of membership. Membership may also be withdrawn from a particular doctoral student if the requirements of the SAOT Credit Point System have not been met at the time of the doctoral degree examination, or where requirements have not been partially fulfilled during the course of doctoral studies. Termination of the membership of doctoral students and of associated members is decided by the Board of Directors; in all other cases the decision is taken by the Executive Committee. Prior to a decision being taken to terminate membership, the member involved will be given an opportunity to make a statement.

- A member may terminate his / her membership at any time.

## 5 Duties and particular responsibilities of members

### 5.1 Duties

- Each member is obliged to promote the interests of the SAOT in keeping with the broader aims of the FAU.
- All members of the SAOT are required to declare their membership of the SAOT in all publications,
  - indicated as part of the affiliation where projects, business trips or conference fees have been either fully or partly funded by the SAOT, or for scholarship holders,
  - in the acknowledgments for members without SAOT scholarships.
- Within the SAOT Credit Point System only those publications will be recognised in which proper acknowledgement of membership of the SAOT is given.
- Both PIs and AIs are required to contribute to the research and qualification programme in their particular fields of expertise.
- Continued research excellence is expected of the PIs and AIs; evidence of this work must be shown in relevant publications.
- Furthermore, it is expected of PIs that, in addition to potential scholarship holders, they also attract non-SAOT funded members to join the SAOT doctoral studies programme.
- PIs have a duty to review internal applications for the funding of projects submitted by doctoral students; equally, they also have the right to propose doctoral students as candidates for scholarship awards.

### 5.2 Special responsibilities

Some of the research work conducted at the SAOT involves particular safety requirements that must be adhered to by all SAOT members. This applies in particular to:

- the safe use of lasers (Laser safety officer)
- the recognition of ethical and safety-related considerations in dealing with biological and medical materials (Medical safety officer)

## 6 Admission and doctoral examination

### 6.1 Doctoral degree regulations

The doctoral degree regulations to be applied in the doctoral examination procedure for candidates whose doctoral research has been carried out at the SAOT depends on the Faculty to which the main supervisor of the doctoral researcher belongs; the doctoral degree regulations remain unaffected by these present regulations; in cases where there is any doubt, the provisions of the Faculty doctoral degree regulations take precedence.

### 6.2 Supervision agreement

A precondition of provisional membership of the SAOT for doctoral students is the signing of a "Supervision Agreements" by the main supervisor (PI, AI or Ambassador eligible to examine doctoral candidates) and the individual doctoral student. A copy of a "Supervision Agreement" can be found at the end of this document (Appendix 1).

### 6.3 Qualifying entrance examination

In order to qualify for membership of the SAOT, the applicant student must first pass the qualifying entrance examination, which takes place at least once a year within of the context of the SAOT Entry Academy. The qualifying entrance examination must be passed in all six SAOT Topics (specialist subject areas). Candidates will also be examined in the subject 'Fundamentals of Optical Technologies'. Candidates will be given one opportunity to re-sit the examination within the first three months of failing the qualifying entrance examination.

### 6.4 Procedure for the selection of scholarship awards

The decision on who is to be awarded an SAOT scholarship is taken by Executive Committee using the following procedure:

- Initial selection of applicants by the SAOT International Students' Advisor.
- Short-listing of applicants by PIs and AIs involved in the SAOT.
- Individual interview (in person or by telephone) with at least one PI or AI.

### 6.5 Procedure for the awarding of scholarships

- Applicants selected by the Board of Directors to be awarded scholarships become provisional members of the SAOT. The Board of Directors will allocate a PI, an AI or an Ambassador (eligible to examine doctoral candidates) to be their main supervisor. The Board of Directors may also nominate a second PI, AI or Ambassador (eligible to examine doctoral candidates) as a further supervisor. The allocation of PIs, AIs or Ambassadors (eligible to ex-

amine doctoral candidates) as supervisors may be changed by the Board of Directors during the period of doctoral studies.

- All scholarship holders are required to pass a six-month trial period. A decision on the extension of the scholarship after the trial period is taken by the Board of Directors in consultation with the main supervisor, whether this be a PI, an AI or an Ambassador (eligible to examine doctoral candidates).
- After a further six months, the scholarship holders are required to produce evidence of their achievements to date in consultation with their main supervisor, i.e. PI, AI or Ambassador (eligible to examine doctoral candidates) and with the International Students' Advisor. A decision on the extension of the scholarship after this report on progress is taken by the Board of Directors in consultation with the main supervisor, whether this be a PI, an AI or an Ambassador (eligible to examine doctoral candidates).
- If a candidate fails the qualifying entrance examination taken as part of the SAOT Entry Academy, the scholarship offer will be withdrawn.
- The withdrawal of a scholarship for the reasons defined in sections **Fehler! Verweisquelle konnte nicht gefunden werden.** and 6.5 above will automatically result in termination of membership of the SAOT.
- Scholarship holders are obliged, according to a clause in their scholarship contract, to register with the University as a doctoral student and to provide evidence of sufficient health insurance cover.

#### 6.6 Procedure for the nomination of non-SAOT funded members

- Non-SAOT funded members may submit an application for membership of the SAOT at the recommendation of their supervising PIs, AIs or Ambassadors (eligible to examine doctoral candidates).
- Non-SAOT funded members will be considered as provisional members of the SAOT until they have passed the qualifying entrance examination (see section **Fehler! Verweisquelle konnte nicht gefunden werden.**) and subsequently become full members.

#### 6.7 Quality control of doctoral students

- The quality of the work produced by doctoral students is monitored and recorded by means of an SAOT Credit Point System. The SAOT Credit Point System is described in an appendix to these regulations (Appendix 2).
- On successful completion of doctoral studies and fulfilment of the requirements of the SAOT Credit Point System, an SAOT Certificate is awarded by the Coordinator of the SAOT.
- Should it become apparent during the course of doctoral studies that the requirements of the SAOT Credit Point System cannot be met, membership of the SAOT will be terminated by the Board of Directors. The International

Students' Advisor reports to the Board of Directors on such issues once a year and will highlight cases in which individual doctoral students are at risk of failing to meet the requirements.

#### 6.8 Mentoring system for doctoral students

- The mentoring programme provides doctoral students with an opportunity to discuss with their mentors both scientific and non-scientific aspects of their studies and future career plans.
- Once a doctoral student has been accepted as a member of the SAOT, they will take part in the SAOT mentoring programme.
- Each doctoral researcher is allocated at least two mentors. The allocation of mentors is conducted in consultation with the doctoral researcher, their main supervising PI, AI or Ambassador (eligible to examine doctoral candidates) and the mentors; details of pairings should ideally be recorded in the "Supervision Agreement".
- The allocation of mentors is carried out by the Board of Directors and may be changed during the course of doctoral studies.
- Female doctoral researchers receive additional supervision within the framework of an agreement on objectives between the Faculty of Engineering and the FAU University management (*ARIADNE TechNat* mentoring programme, childcare, flexible working hours etc.)
- Overseas doctoral students also receive additional support from the International Students' Advisor as part of the mentoring programme.

#### 6.9 SAOT arbitration panel for SAOT doctoral students

In the case of a disagreement between a doctoral researcher and the main supervising PI, AI or Ambassador regarding an issue that could, in the opinion of both parties, negatively impact the future progress of the doctoral studies the SAOT can summon a meeting of the arbitration panel.

- The SAOT arbitration panel consists of at least one member of the Board of Directors, the International Students' Advisor and the mentors for the doctoral researcher involved.
- After a hearing of statements by the doctoral researcher and the main supervising PI, AI or Ambassador (and, where appropriate, the second supervisor), a recommendation will be made by the arbitration panel for the continuation of the doctoral studies which will be implemented by the Board of Directors.
- When deciding on the recommendation of the arbitration panel, the Board of Directors, the International Students' Advisor and the mentor(s) each have only one vote.

## 7 Structure and organization of the SAOT

The conducting of business by the management of the SAOT is governed by the provisions of section 30 paragraphs 5 to 9 of the Constitution of the University of Erlangen-Nürnberg correspondingly unless provisions within the present regulations clearly state otherwise.

### 7.1 Board of Directors

The Board of Directors comprises the Coordinator, the Co-Coordinator and the Director of Administration. The Board of Directors is solely responsible for the running of the day-to-day business of the SAOT and consults, as a rule, at least once a month with the Executive Committee and once a year with the Graduate School Member Assembly, as well as with the External Advisory Board of the SAOT. The required quorum is given when at least two thirds of the members are present. Resolutions are passed with an absolute majority. The Board of Directors decides on or is responsible for the following:

- Distribution of funds within the scope of the official notification of funding
- Human resource issues
- Ongoing shaping of the scientific profile of the SAOT
- Organisation and coordination of the recruitment process and of the Qualification programme
- Awarding of scholarships
- Quality assurance
- Press and communications
- Organisation of the annual SAOT Awards in accordance with section 10 of these regulations

The Coordinator and Co-coordinator are the heads of the SAOT and represent the Graduate School within the University and externally, in particular in dealings with the *Deutsche Forschungsgemeinschaft* (German Research Foundation - DFG), with other financial sponsors and supporters, as well as with national and international cooperation partners. General regulations governing legal representation of the University remain unaffected.

### 7.2 Executive Committee

The Executive Committee consists of one PI from each of the three Faculties involved in the SAOT, of one PI respectively from each of the six Topics offered at the SAOT, a gender equality officer from the Faculty of Engineering, the SAOT Medical safety officer, one SAOT doctoral researcher and the Board of Directors. The PIs may be deputised by other members from the same Topic, however they may not be represented by doctoral students. The Executive Committee meets,

as a rule, at least once a month. Other individuals may be invited to meetings of the Executive Committee at the request of the Board of Directors; they are, however, not entitled to vote on issues. Invitations to meetings of the Executive Committee are issued by the Board of Directors. The required quorum is given when more than half of those members eligible to vote are present. Resolutions are passed with a simple majority. The Executive Committee is responsible for the following:

- Providing advice to the Board of Directors on all activities and decisions related to the SAOT.
- Taking decisions on any matters which have not explicitly been stated as the responsibility of another body within the SAOT.
- Electing the Coordinator and Co-Coordinator.
- Amending and improving the regulations (with the approval of the University's senior management board)

### 7.3 Graduate School Member Assembly

The Graduate School Member Assembly is a general assembly of all PIs, AIs, mentors and Ambassadors participating in the SAOT. The Assembly will generally meet once a year at the invitation of the Board of Directors. The invitation is to be sent together with an agenda for the meeting in advance of the Member Assembly in good time (approx. 4 weeks). The Graduate School Member Assembly is responsible for the following:

- Discussing the current state of progress of the SAOT and the suggested measures for further development and improvement.
- Proposing members to be appointed to the External Advisory Board.
- Recommending to the Executive Committee suitable candidates for the positions of Coordinator and Co-Coordinator .

### 7.4 General Assembly of doctoral students

The General Assembly of all doctoral students who are members of the SAOT is held, as a rule, once a year at the invitation of the Board of Directors. The invitation is to be sent together with an agenda for the meeting in advance of the Assembly in good time (ca. 4 weeks). The General Assembly is responsible for the following:

- Choosing the doctoral student to represent the interests of all doctoral students at the SAOT on the Executive Committee (see section 8.4).
- Discussing the current state of development of the SAOT and, in particular, any issues relating to the research and educational programmes of relevance to doctoral candidates.

## 7.5 External Advisory Board

The SAOT External Advisory Board consists of international representatives from industry, research institutions and other universities and the general public. The Board constitutes an advisory body on scientific and technical matters. Members of the scientific advisory body are proposed by the Graduate School Member Assembly and appointed by the Board of Directors for the duration of one funding period. Re-appointment is possible. The Board of Directors issues an invitation to meetings of the External Advisory Boards once a year. The External Advisory Board is responsible for the following:

- Advising the Board of Directors on strategic matters.
- Discussing the current state of progress of the SAOT and the suggested measures for further development and improvement.

## 8 Members of the organizational structure of the SAOT

### 8.1 Coordinator and Co-Coordinator

Initially, the Coordinator and the Co-Coordinator are nominated by the University's senior management board and are later elected by the Executive Committee every two years. The first re-election of the Coordinator takes place following a three-year term of office and the first re-election of the Co-Coordinator takes place following a two-year term of office.

### 8.2 Representatives of the Faculties on the Executive Committee

The appointment and de-selection of representatives of the three Faculties involved at the SAOT is the responsibility of the Faculties and is made following recommendations by the Board of Directors. The term of office is fixed when the appointments are made and generally lasts for a period of two years. Representatives of the Faculties may be deputised by other members of the SAOT at meetings of the Executive Committee, but not, however, by doctoral students.

### 8.3 Representatives of the Topics on the Executive Committee

The appointment of a representative for each of the six Topics at the SAOT is made on the basis of recommendations made by the Board of Directors and confirmed by the PIs responsible for the respective research area. Confirmation requires the approval of the majority of the Principal Investigators from the particular research area; the procedure for securing this approval is conducted in accordance with section 30, paragraph 9 of the Constitution of the FAU. The term of office is fixed when the appointments are made and generally lasts for a period of two years. Representatives of the Topics may be deputised by other members of the SAOT at meetings of the Executive Committee, but not, however, by doctoral students.

#### 8.4 Representatives of doctoral students on the Executive Committee

Representatives of SAOT doctoral students are appointed on the basis of recommendations made by the Board of Directors at the General Assembly of doctoral students, which takes place at least once a year. On this occasion, one representative is appointed to the Executive Committee, as well as two further persons who can deputize the representative of the SAOT doctoral researchers on the Executive Committee if s/he is unable to attend for a particular reason. It will also be decided which of these two persons is the first deputy and which is the second. The term of office is one year. Re-election is possible.

#### 8.5 Director of Administration

The Director of Administration is chosen jointly by the Coordinator and Co-Coordinator. The initial term of appointment is five years for the first phase of work, and later three years. The Director of Administration is responsible for the following:

- Managing the administrative side of the SAOT.
- Managing the budget and allocating funds within the framework agreed by the Board of Directors.
- Organisation and coordination of events.

#### 8.6 International Students' Advisor

The International Students' Advisor is appointed by the Executive Committee. The International Students' Advisor is responsible for the following:

- Conducting the recruitment process and organize the qualification programme.
- Welcoming overseas doctoral students and visiting academics.
- Mentoring overseas doctoral students.
- Reporting annually on the progress made to date by each doctoral researcher to the Board of Directors.
- Supporting the Board of Directors in all activities related to SAOT.

## 9 Professors and visiting academics

### 9.1 SAOT Professors

The SAOT Graduate School finances SAOT Professors (as a rule W1 junior professorships with a W2/W3 tenure track option) and may in certain cases finance a sponsored professorship for a fixed period of time based, for organisational purposes, either at the Faculty of Engineering or at the Faculty of Sciences. When nominating members of the appointments committee, the interdisciplinary nature of the SAOT should be reflected.

- On appointment, the holders of sponsored professorships and SAOT professorships automatically become an AI at the SAOT for the duration of their contract. The Executive Committee also decides on nominations to PI in accordance with section 4.2.
- The holders of sponsored professorships and SAOT professorships have the right to examine doctoral candidates in accordance with the doctoral degree regulations of the particular faculty of which they are members.
- The holders of sponsored professorships and SAOT professorships have an obligation to teach; the exact details of teaching duties will be agreed during discussions with the University management prior to appointment.
- There is an option to convert an SAOT professorship into a tenure-track professorship.

### 9.2 Guest professorships

The SAOT can appoint a number of guest professors; appointments are decided by the Executive Committee. Guest professorships are financed by the SAOT.

- The holder of a guest professorship will be allocated to one of the six specialist SAOT Topics in accordance with their particular research focus.
- Guest professors may use the title of “professor” providing that they previously held this title in their home country.
- Guest professors do not have the right to examine doctoral candidates at the FAU. It is possible to apply for the right to examine doctoral candidates at the Faculty of Engineering and/or the Faculty of Sciences.
- The requirement to teach will be decided on an individual basis in a discussion between the Board of Directors and the applicant before the signing of a contract; details of any teaching duties will be outlined in the employment contract.
- If a guest professor is to carry out research only (without any teaching duties) during his or her stay in Erlangen, a scholarship contract will be agreed.

- In cases of an extended stay, the Board of Directors may allow the guest professor to head an SAOT laboratory.
- Guest professors may be nominated as PIs or AIs by the Executive Committee.

### 9.3 Visiting academics

- Visiting academics may be invited to the SAOT by PIs, AIs or Ambassadors at the SAOT in consultation with the Board of Directors.
- An official letter of invitation will be sent by the Board of Directors.
- The costs of funding the research stay will be covered by the SAOT in the form of a scholarship award to the visiting academic for the period of time indicated in the letter of invitation.
- For organisational purposes, visiting academics will be considered as members of the same faculty as the PI, AI, or Ambassador who has proposed the invitation.

## 10 Young Researcher Award and Student Awards

The Young Researcher Award in Advanced Optical Technologies and the Student Awards are conferred annually. Decisions on who is to receive an award are made by the Board of Directors in consultation with the Executive Committee.

### 10.1 Young Researcher Award in Advanced Optical Technologies (100 000 euro prize money)

- The announcement of the Young Researcher Award worth 100 000 euro is made once a year in June.
- The Young Researcher Award consists of prize money worth 100 000 euro, a certificate and a trophy.
- On acceptance of the Young Researcher Award, the award-winner makes a commitment to using the prize money for the purposes of scientific activities within the SAOT for a maximum of four years following the award ceremony.
- The prize money is organized by the SAOT administration.

### 10.2 Student Award

Once a year as an incentive to publish and to improve the quality of scientific publications, a "Student Award" worth 1,000 euro is given in each of the six spe-

cialist scientific research areas at the SAOT for the publication with the highest “impact” by a doctoral researcher in an academic journal.

- A maximum of one Student Award per specialist scientific topic will be given each year.
- The announcement of the Student Awards, each worth 1,000 euro, is made at the end of the year.
- The call for applications is announced at the beginning of the year for work either published or at least accepted for publication in the previous year.
- The awarding of prizes for an individual specialist research area may be withheld if, in the opinion of the Board of Directors, there have been no publications with sufficient impact in this particular subject area.
- The Student Award consists of 1,000 euro in prize money and a certificate.

## 11 Allocation and use of funds

### 11.1 Allocation of funds

The allocation of funds granted to the SAOT is carried out by the Director of Administration according to resolutions taken by the Board of Directors. Payments will be made by the University finance department at the request the SAOT administration.

### 11.2 Allocation of funds to professors at the SAOT

The Board of Directors will allocate a fixed sum of money every budgetary year to each of the SAOT professors, the sponsored professor and guest professors.

### 11.3 Allocation of funds for travel

All members of the SAOT have the opportunity to apply for travel costs to be covered by the SAOT. Approval will only be given in cases where the purpose of the trip is clearly aligned with the aims and activities of the SAOT and where a clear benefit to the SAOT can be demonstrated. The Director of Administration in consultation with the Board of Directors is entitled to approve applications. If financial support is given to enable SAOT members to present their research, for example in the form of a poster or paper, the affiliation with the SAOT is to be indicated clearly. See also section 5.

### 11.4 Awarding of scholarships

The awarding of an average of 20 SAOT scholarships is carried out on the basis of a review procedure. All of the PIs, AIs and Ambassadors (eligible to examine doctoral candidates) engaged at the SAOT have the opportunity to submit applications for research funding to the SAOT administration. The submitted applica-

tions are reviewed by at least two other PIs. In the case of two positive evaluations, the application for research funding is considered to have been approved. Approved applications will be further supported by the awarding of scholarships providing that there are sufficient funds available to finance the scholarships. The purpose of these particular scholarships is, above all, to provide initial funding to last generally for a maximum of two years. A decision on whether to finance a scholarship and the choice of scholarship holder lies with the Board of Directors and will be taken without the involvement of the PIs, AIs or Ambassadors whose research funding application has been approved. The costs of funding the scholarship are covered by the SAOT.

### 11.5 Financing of employment contracts

In exceptional circumstances it may be possible to employ doctoral students on a part-time basis using SAOT funds, instead of granting a scholarship award. These doctoral students will each be employed by one Chair (as a rule the Chair of the main supervising PI, or AI) and the salary costs will be reimbursed by the SAOT.

### 11.6 Financing of events and activities

A fixed amount is set each financial year by the Board of Directors to fund the organization of seminars, workshops, academies and excursions.

## 12 Date of entry into force

These regulations have been agreed by the Executive Committee and come into force once they have been approved by the senior management board of the University of Erlangen-Nürnberg and the *Deutsche Forschungsgemeinschaft* (German research Foundation - DFG).

Appendices:

1. Supervision Agreement
2. SAOT Credit Point System with explanatory notes and calculation table
3. University Regulations
4. Regulations of the University Graduate School