



Model letter 2b – Request to expand the Supervisory Team

To: Dean of the Faculty:
From: Principal supervisor or (co-)supervisor
and doctoral candidate:
CC: Graduate School, UM PhD Office:
Date:
Reference *Doctoral Candidate:*
Subject: Request to assign more than 3 (co)supervisors
to the supervisory team

Dear

With reference to the Doctoral Regulations¹, I herewith request your permission to expand the supervisory team of doctoral candidate _____ as of _____ with:

Supervisor/cosupervisor²: [title] [first names or initials] [last name]:
[function] [institution] [location, country]:
[area of expertise]:
[Email address]:

Please note: in case of a regular (single) degree trajectory a motivated request can be submitted to assign a maximum of 4 (co)supervisors; in case of a joint and double doctoral degree trajectory a request can be submitted to assign a maximum of 5 (co)supervisors.

This request concerns a **regular (single) degree/ joint or double degree** trajectory³

1 Doctoral Regulations, article 6.1.
2 Strikethrough what is not applicable.
3 Strikethrough what is not applicable

Describe the role and motivation of all supervisors in the supervisory team (including the new (co)supervisor):

Main supervisor:

[title] [first names or initials] [last name]

[function] at [institution] in [location, country]

[area of expertise]

[Email address]

Role:

Supervisor

Cosupervisor

Motivation:

Main supervisor:

[title] [first names or initials] [last name]

[function] at [institution] in [location, country]

[area of expertise]

[Email address]

Role:

Supervisor

Cosupervisor

Motivation:

Main supervisor:

[title] [first names or initials] [last name]

[function] at [institution] in [location, country]

[area of expertise]

[Email address]

Role:

Supervisor

Cosupervisor

Motivation:

Newly added supervisor:

[title] [first names or initials] [last name]

[function] at [institution] in [location, country]

[area of expertise]

[Email address]

Role:

Supervisor

Cosupervisor

Motivation:

Only in case of a Joint/Double Degree:

[title] [first names or initials] [last name]

[function] at [institution] in [location, country]

[area of expertise]

[Email address]

Role:

Supervisor

Cosupervisor

Motivation:

The supervisor(s) and co-supervisor(s) all have agreed on the supervision of

Intended supervisor(s), co-supervisor(s) and doctoral candidate are not partners, nor do they have any family ties to the first or second degree⁴. If family ties do exist, a motivated request is added.

With kind regards

Principal supervisor or (co)supervisor:

Signature:

Date:

Upon consent signature doctoral candidate:

Date:

Upon approval:

Dean of Faculty:

Signature for approval:

Date:

⁴ Article 6 section 2. In case family ties do exist, a motivated request to be exempted from the mentioned article should be added in writing, see Article 6, section 3.