



## 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 (as stated in the passport):*  
Subject: Request to assign more than 3 (co)supervisors  
to the supervisory team

Dear

With reference to the Doctoral Regulations<sup>1</sup>, I herewith request your permission to expand the supervisory team of doctoral candidate \_\_\_\_\_ as of \_\_\_\_\_ with:

Supervisor/cosupervisor<sup>2 3</sup>: [title] [first names or initials] [last name]:  
[function] [institution] [location, country]:  
[Email address]:  
[General motivation]:

**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** trajectory<sup>4</sup>

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1 Doctoral Regulations, article 6.1.

2 Strikethrough what is not applicable.

3 As a general note, a supervisor has the ius promovendi and a co-supervisor has not.

4 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]

[Email address]

Role:

Supervisor

Cosupervisor

Motivation:

**Main supervisor:**

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

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

[Email address]

Role:

Supervisor

Cosupervisor

Motivation:

**Main supervisor:**

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

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

[Email address]

Role:

Supervisor

Cosupervisor

Motivation:

**Newly added supervisor:**

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

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

[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]

[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 degree<sup>5</sup>. 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:                      Signature:                      Date:

Upon approval:  
Dean of Faculty:                      Signature:                      Date:

5                      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.