Welcome to pursuing your PhD in Heidelberg!

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Who are YOU?

Where are you from? 🌍

What are you passionate about? ❤️

What do you most enjoy doing? 😊

What is your way to enjoy science? 🧪🔍📖

What do you expect from your PhD? 🎓

Any plans for the future?
You are not alone!

- About 1200 doctorates per year
  - *Diversity matters:* About 25% international PhD students
  - *Gender balance:* About 50% female and male graduates

- It takes on average 4 years to complete a Doctorate (w/o Dr.med.)
Doctoral community Heidelberg University

- About 8500 doctoral candidates steady state (incl. Dr. med.)
- Heidelberg doctoral community is the largest in Baden-Württemberg and among the three 1st places in Germany
- Four major Graduate Schools (Life Sciences, Mathematics, Physics, Humanities & Social Sciences)
- More than 40 structured PhD Programs (DFG, Excellence Cluster, EU-ITN, LGFG (MWK), participation in IMPRSs and Helmholtz International Graduate Schools, else)

Heidelberg University in international comparison

Heidelberg University ranks 3rd in Germany - Shanghai Ranking 2020
University ranks 57th worldwide and 18th in Europe (August 27, 2020)

Heidelberg University ranks 2nd in Germany - QS World University Ranking 2021/2022
University ranks 63rd worldwide and 18th in Europe (June 9, 2021)

Ruperto Carola among the world’s top 50 - THE Ranking 2020/2021
University ranks 42nd worldwide, 12th in Europe and 3rd in Germany (September 2, 2020)

Heidelberg University ranks 4th in Germany – THE Global University Employability Ranking 2020
University ranks 44th worldwide and 18th in Europe (November 19, 2020)
Who are we?

The Graduate Academy serves as

- A central point of contact and support for young researchers (PhD and early postdoctoral level) and their mentors.

- A dedicated provider for efficient and effective tools for tailor-made career development towards supporting the transition into academic careers and facilitating the identification of ambitious career opportunities outside of academia.

- A facilitator to enable the transfer of science into society.

[Images of Orientation, Individualisation, Networking]
Our mission

Serving excellent students carefully attended to by 12 different faculties across campus!
Quality standards

Quality standards for doctoral training at Heidelberg University:

- Global recruitment of highly qualified candidates
- Transparency of admission criteria and procedures
- Best possible supervision of doctoral candidates
- Adherence to the principles of good scientific practice
- Transparency of the review process
- Fostering interdisciplinary competencies
- Provision of relevant academic and professional qualifications
- Fostering academic independence and internationalization
Two pillars of Graduate Academy (GA) services

Graduate Academy (GA)

General Program (Offenes Programm)
- Information services & consultancy (Beratung)
- Career development support (Karriereentwicklung)
- Sponsorship for PhD students (Förderung)

Service on demand (Geschlossenes Programm)
- Faculties (Fakultäten)
- Graduate Schools (Graduiertenschulen)
- Structured PhD Programs (Promotionskollegs)
Key considerations

- Servicing a few thousand (up to 8k) PhD students across all faculties
  - How to create an appropriate impact for the individual CV?
  - How much general skills training vs. tailor-made curricula?
  - How to maximize impact of precious face-to-face time?

- Applying a few key principles
  - Intensify modularization of course contents
  - Provide selected e-learning modules
  - Propose integrated training progression paths (career stage & goal)
  - Offer self-assessment tools
  - Nurture self management competencies
  - Foster early independence
What’s in for you?
What do we offer today?

Core activities Graduate Academy:

- Information services & consultancy (Beratung)
- Sponsorship for doctoral candidates (Förderung)
- Career development support (Seminarprogramm/ Karriereentwicklung)
- Supporting the advancement of structured PhD programs
Getting prepared

The official stuff:

- Visa?
- Health insurance?
- Transcripts of your degree certificates? (never ever hand in any originals!!!)

How to?

- Registration in heiDOCS (Doktorandenportal; ZDB)
- Supervision agreement (Betreuungsvereinbarung)
- Admission to faculty (Annahme als Doktorand)
- Enrollment at university (Immatrikulation)
- Binational Doctoral Training (Cotutelle)
- ...

On a private level:

- Accommodation?
- Transportation?
- Settling in as a family
- ...

...
Online – Promotionsakte
im heiDOCS Portal

Online Doctoral File
Please register to the heiDOCS-Portal at:
www.uni-heidelberg.de/universitaet/heidocs

Zentrales Doktorandenbüro · Seminarstraße 2 · 69117 Heidelberg
Support Online-Promotionsakte · Tel. +49 6221 54-12204 · zdb@uni-heidelberg.de

Anke Rösel          Christine Schilling          Andreas Klinkhof
Getting support throughout (I)

- Consultations
- Welcome events/information sessions
- Seminar and workshop program (about 50 courses p.a. in D & E)
- Primers for Predocs (post-COVID relaunch in preparation)
- Digital (e-learning) resources
- Language and text production support
- German language courses
- Summer Schools (SHS, LERU, HISS)
Getting support throughout (II)

- Cotutelles: Negotiating contracts for dual affiliations incl. supervision with international partners

- Brochure Kiosk – see http://www.graduateacademy.uni-heidelberg.de/downloads/ (Graduate Academy downloads)

- Newsletter (please subscribe on our homepage)

- Bulletin board (seeking partners for research, scientific or language co-operations; https://www.graduateacademy.uni-heidelberg.de/aktuelles/index_en.html#board)

- Jour fixe Doktorandenkonvent

- Coordinating the Ombudsprogram for doctoral candidates
Whom to contact if anything goes pear-shaped?
Avoid the fly 🐝 turning into a big white elephant…

Talk *(selectively!)* to

- your supervisor
- your 2nd supervisor/mentor/TAC members
- your peers or the postdoc you work with
- the student representative(s)
- the PhD program coordinator
- us – contact the Graduate Academy
- the department head / Dean of Graduate Studies
- the equal opportunity office (Gleichstellungsbüro)
- the ombudsperson

… and start talking early on; communication is key!
Ombudspeople & Ombudsprogram

Prof. Dr. C. v. Stutterheim
(Institut für Deutsch als Fremdsprachenphilologie; IDF)

Prof. em. Dr. H.-W. Wahl
(Seniorprofessor, Psychologisches Institut; Netzwerk für Alternsforschung; NAR)

https://www.graduateacademy.uni-heidelberg.de/beratung/ombudsperson_en.html
Sponsorship for doctoral candidates – status quo

- Fellowships for doctoral candidates (Landesgraduiertenförderung; LGF)
  - Individual 3-year fellowships
  - Small-scale PhD programs (Promotionskollegs)
  - Completion fellowships (3-6 month)

- Short term fellowships (DFG; Exzellenzinitiative)
  - Travel stipends (courses, conferences, collaborations, field trips)
  - Stipends for printing costs (contribution)
  - Short term fellowships towards completion of PhD (STIBET; DAAD)

- Support towards identification of suitable (external) fellowships for (international) doctoral candidates

- Support towards establishing a meaningful application/ exposé writing
Complementary skills training

The right thing at the right time...

...and what to do after the PhD?
Enhancing general competencies
(incomplete list of examples)

- Complementary scientific skills training
  - Individualized qualification paths
  - Important for all: good scientific practice and research ethics (!)

- Personal skills training

- Extracurricular academic activities
  - Doctoral fellow representation
  - Contributions to conference/workshop/meeting organization
  - Vocational skills training & career orientation/coaching
  - Teaching

- Alumni resource
Good scientific practice

Get your copy of
- Heidelberg University’s guidelines regarding scientific (mis-)conduct
- The DFG „bible“ on safeguarding good scientific practice

Get acquainted with the rules on how to avoid
- Plagiarism
- Scientific misconduct

Take a course!
- Digital: Epigeum (certificate available)
- Trainings: Graduate Academy & central library
Training throughout your PhD

- Continuous scientific training
  - Seize the opportunities on campus to go to lectures that help you to develop a broad (interdisciplinary) scientific overview and to network.

**Cartoon:**
- "Stuff to take notes: First year. Foolishly thinks he'll ever need notes again." (Person 1)
- "Reading material: Third year. Just here for show." (Person 2)
- "Didn't bring anything: ABD/Postdoc. Has nothing better to do." (Person 3)
- "Laptop: Young Assistant Professor. Working on three proposals at the same time." (Person 4)
- "Playing with latest Gadget/Gizmo: Full Professor. Loves new toys." (Person 5)
Training throughout your PhD

- **Continuous scientific training**
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- **Mandatory courses**
  - Towards establishing equivalency of the degree you earned previously and the requirements of Geidelberg university – assessed in the context of faculty admission
  - Within the context of your PhD program/ Graduate School

- **Voluntary courses & conferences** – make it part of your work plan
  - Scientific courses/summer schools to foster subject-related expertise
  - Conferences (unwritten rule: participation usually requires own active contribution)
  - Vocational skills training & career development
  - Self-assessment tools
Signs You're Ready to Graduate

1. When a form letter calls you "doctor" and you don't react.
   - Huh.
   - Dear Dr. We write to inform you that the...

2. When your prof. asks you to take on another project and you say "no."
   - Allison, can you-
   - No!

3. When you start winning arguments with your P.I.
   - See?
   - Mmm, yes, you're right.

4. When the younger students are genuinely surprised to see you in the lab.
   - Oh. Hey. You're here.
   - What?
Get in touch – stay in touch!

There is always space for YOUR ideas:

THANK YOU,
BEST OF SUCCESS,

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