

PhD Regulations

I. General provisions

Article I.1 Definition of Terms

In these regulations the following definitions apply:

Act / WHW	Higher Education and Research Act: <i>Wet op het Hoger onderwijs en Wetenschappelijk onderzoek</i> , abbreviated as WHW, <i>Stb.</i> (Bulletin of Acts and Decrees) 1992, 593, and any subsequent amendments.
Assessment Committee	the Assessment Committee which has been appointed by the PhD Board to assess the thesis submitted by the PhD candidate
Board of Governors	the Board of Governors of the University, appointed at the TUA by the regional synods and the general synod of the <i>Christelijk Gereformeerde Kerken in Nederland</i> , and at the TUK by the general synod of the <i>Gereformeerde Kerken in Nederland</i> .
Board of Directors	the Board of the University referred to in Articles 9.2 and following of the Act; in these regulations: the joint boards of the Universities of Apeldoorn and Kampen
Co-supervisor	a (Senior) University Lecturer with a PhD or equivalent researcher who has been appointed by the Rector on behalf of the PhD Board to assist the supervisor in supervising the PhD candidate
Degree Programme	a degree programme referred to in Article 7.3 and following the Act
Examination Committee	the Examination Committee as referred to in Article 7.12 of the Act
Full professor	the faculty member as referred to in Articles 9.19 and 9.55 of the Act
PhD Board	the PhD Board as referred to in Article 9.10 of the Act; in these regulations, the Board of Professors of the TUA and the Senate of the TUK
PhD graduation	the public defence of the PhD thesis based on which the PhD degree may be obtained
PhD programme	the programme is designed according to the PhD candidate's knowledge and experience

PhD research	the academic research on which the PhD thesis is based
PhD candidate	a person who has been permitted to start the PhD programme under Article 7.18(2) or (3) of the Act in conjunction with Chapter 2 of these PhD regulations, and who as such has been admitted by the PhD Board to the PhD programme
PhD Thesis	the academic thesis in book form, in writing or digital form, as referred to in Article 7.18(2b) of the Act, in conjunction with Chapter 4 of these PhD regulations
Rector (Rector Magnificus)	the post-holder referred to in Article 9.3(1) of the Act, who is also Chair of the PhD Board
Regulations	the PhD Regulations of the Theological Universities of Apeldoorn and Kampen, as referred to in Article 7.19 of the Act.
Research Group	a group of researchers established by the Board of the University who collaborate in a common research programme
Programme leader	leader of a research group, appointed by the joint Boards of the Universities
Supervisor	the full professor, or senior lecturer with a PhD and <i>ius promovendi</i> , appointed as such by the rector on behalf of the PhD Board, as referred to in Article 7.18(4) of the Act in conjunction with Chapter 3 of these PhD regulations.
Supervisory Board	the Supervisory Board is charged with the supervision of the universities, appointed at the TUA by the regional and general synods of the <i>Christelijk Gereformeerde Kerken in Nederland</i> , and at the TUK by the general synod of the <i>Gereformeerde Kerken in Nederland</i> .
TUA	the Theological University of the <i>Christelijk Gereformeerde Kerken in Nederland</i> located in Apeldoorn
TUK	the Theological University of the <i>Gereformeerde Kerken in Nederland</i> located in Kampen
University	the university at which the PhD ceremony will take place

Wherever this regulation refers to he/him, this can also be read as she/her.

Article 1.2 Composition of PhD Board

1. The Rector Magnificus is the Chair and also a member of the PhD Board. In the absence of the Rector, a member of the PhD Board appointed by him can act as deputy Chair.
2. The PhD Board consists of the full professors of the TUK or, respectively, the TUA.

Article 1.3 The PhD degree

1. At the TUA and the TUK the PhD Degree is obtained based on the public defence of the PhD thesis in the PhD graduation ceremony, subject to the rest of the provisions of these PhD Regulations.
2. The PhD will be conferred by the PhD Board.
3. The graduation defence will take place in the presence of the PhD Board.

Article 1.4 Scope of these regulations

These PhD regulations apply to all PhD degrees at the Theological Universities of Apeldoorn and Kampen and, subject to the provisions of Chapter 11, to PhDs which are awarded elsewhere as a result of collaboration between one of these Universities and other institutions of academic learning, in so far as no deviating agreements having been made upon entering this collaboration.

Article 1.5 Amendments

Amendments to these Regulations are to be made by the Boards of Directors of the Universities, in consultation with both PhD Boards.

Article 1.6 Confidentiality obligation

Without prejudice to the provisions in Article 2.5 of the AwB [General Administrative Law Act] and the relevant stipulations in the CAO-NU [Collective Labour Agreement Universities in the Netherlands], those present or involved in the correspondence regarding a PhD and the consultations in or in connection with the non-public meetings as referred to in the Chapters 6 and 7, and concerning the discussed and the correspondence in connection with the award of the honours (*cum laude*) degree classification as referred to in Chapter 8, and in connection with the award of honorary PhD as referred to in Chapter 10, as well as in connection with the correspondence and discussions concerning the disputes settlement of Chapter 12 of this regulation, are bound to confidentiality.

Article 1.7 Confidential Advisers for academic integrity

1. The TUA and the TUK have confidential advisers for academic integrity
2. The confidential advisers perform their duties per the national academic integrity regulations.

2. The PhD Candidate

Article 2.1 Definition

A PhD candidate is an individual who has been admitted to the PhD programme and has embarked on writing a PhD thesis.

Article 2.2 Finding supervisors and co-supervisor(s)

1. Prospective PhD candidates will discuss their PhD project with the professor(s) and PhD (senior) lecturer(s), in their opinion, most suited, or with the professor or lecturer who has already taken responsibility for the supervision of the PhD project.
2. The request for appointment of the supervisor/co-supervisor will take place in accordance with Article 2.4, stating the order of ranking between them. At least two supervisors or a supervisor and a co-supervisor will be appointed. The maximum number of supervisors /co-supervisors is three. Only in exceptional cases can a fourth supervisor/co-supervisor be appointed.
3. In the case that a prospective PhD candidate cannot find supervisors or a co-supervisor, the prospective PhD candidate will look for supervisors/co-supervisors together with the rector.
4. In the case that, during the preparation period of the PhD, a conflict arises between one or more of the supervisors or co-supervisors and the prospective PhD candidate, they will present this conflict to the programme leader, who will attempt to mediate in the case concerned. In the case that no solution can be found for the conflict, the rector decides.

Article 2.3 Application procedure

1. The professor/(senior) lecturer who has been asked by a prospective PhD candidate to become their supervisor will, before taking further action, first make sure that the prospective candidate has met all requirements for application to the PhD programme, in agreement with article 2.4 of these regulations.
2. A prospective PhD candidate who has not met the requirements will be referred to the PhD Board by the intended supervisor before the supervisor considers the request.
3. Once the intended supervisor is satisfied that the prospective candidate has met the requirements, the intended supervisor will ask the PhD candidate to write a so-called research proposal according to the operative format and according to the valid procedure of the research groups.
4. The research proposal endorsed by the intended supervisor will be presented to the research group to which the supervisor belongs. The research group will discuss the proposal according to the operative submission procedure, after which the programme

leader decides whether the new PhD candidate is eligible to be admitted into the research group. In the case of a positive decision, the programme leader will submit the definite version to the PhD Board to be determined.

5. If, in the opinion of the programme leader, the proposed research does not fit into the research programme, and yet has sufficient quality and is relevant for the University, the programme leader may decide, together with the supervisor, to present it to the PhD Board as a project external to the research programme.

Article 2.4 Application to be admitted to the PhD programme

1. The prospective PhD candidate will be admitted to the PhD programme if the research group has approved the application to the programme. To be admitted the prospective PhD candidate will minimally supply an authenticated degree certificate obtained after completing an examination as referred to in Article 2.5 (with a record of the grades for the different modules included), a photocopy of his passport, and a provisional Research and Supervision Plan (OBP).
2. The PhD Board will notify the prospective PhD candidate of its decision regarding the application referred to in Article 2.4(1) as soon as possible, but within six weeks at the most. In exceptional cases, this time limit can be extended.
3. If the subject of the PhD research is not in the same field as the examination referred to in Article 2.5, then the PhD Board will make its decision regarding admission to the PhD programme based on a supplementary substantiated proposal presented by the prospective PhD candidate. The Board may also decide to set additional requirements concerning further education to be met before admission to the programme.
4. As soon as the application for the PhD programme has been accepted, the PhD candidate will be registered and the date of commencement set. The PhD candidate and the supervisor(s) and co-supervisor(s) will, in the case of a candidate with a labour agreement, present the provisional OBP to the programme leader within three months after commencement of employment, at the latest, and for all PhD candidates present the filled in OBP, in the operative format, for approval to the programme leader within at the latest three months after approval of the PhD programme. After approval, the OBP will be signed by the rector or by a person authorised by the rector.
5. The PhD candidate who does not have an employment agreement with one of the two universities must be registered and allowed into the project as soon as possible, but at least two years before the intended PhD graduation date.
6. PhD candidates will confirm that they will adhere to the Dutch Code of Conduct for Academic Practice issued by the Association of Universities in the Netherlands (VSNU) and the Regulations for the Protection of Academic Integrity of the Network Faith and Ideology-Based Universities (NLU).

Article 2.5 Admission to the PhD programme

1. The PhD programme is open to everyone who
 - a. has been awarded a Master's degree by virtue of Article 7.10a(1, 2 or 3) of the WHW, by the provisions of Article 7.18(2) of the Act, and
 - b. has demonstrated the ability to conduct independent academic research by writing a thesis, and
 - c. has met the other requirements set out in these PhD regulations.
2. In special cases the PhD Board may admit to the PhD programme (see Article 7.18[3] of the Act) individuals who do meet the requirements set out in Article 2.5(1b and c), but not those set out in 2.5(1a). For this purpose, the PhD Board will establish implementing regulations. See Appendix I of these PhD regulations.
3. PhD candidates are requested to conduct their research with respect for the doctrinal foundation of the University and demonstrate this in their thesis.
4. Individuals may not be allowed into the PhD programme if:
 - a. they have already obtained a PhD at one of the two universities;
 - b. they have already obtained a PhD degree at another university unless they intend to graduate with a thesis that is based on research in another academic field than the previous thesis, such to be assessed by the PhD Board.

Article 2.6 Responsibility for the PhD thesis

1. The PhD candidate has conducted the academic research described in the PhD thesis independently. The PhD candidate is responsible for the PhD thesis.
2. In the case of jointly conducted academic research, the results of the research may lead to a joint PhD thesis by two PhD candidates, provided the following requirements have been met:
 - each of the authors has made an independent and distinguishable contribution which is sufficient for a PhD degree, to the satisfaction of the supervisors and co-supervisors;
 - each of the authors accepts personal responsibility both for a particular part of the PhD thesis and for the coherence of the thesis as a whole;
 - it is indicated in the PhD thesis what part each author had in writing it.

Article 2.7 Collaboration with supervisors and co-supervisors

The PhD candidate will hand in the manuscript to the supervisors and co-supervisors in its entirety or sections, will make alterations as agreed, and will subsequently submit the manuscript to the supervisors and co-supervisors for approval.

Article 2.8 Premature termination of the PhD programme

1. The PhD will be terminated prematurely in the case of
 - a. the demise of the PhD candidate during the PhD programme
 - b. termination by the PhD candidate
 - c. termination by the PhD Board
2. If a PhD candidate wishes to terminate a PhD programme, PhD candidate will notify the programme leader and the PhD Board in writing and a well-argued manner
3. The PhD Board can proceed to terminate the PhD programme prematurely if:
 - a. the PhD candidate, after having been repeatedly summoned thereto in writing, does not attend the interim appointments with the supervisor;
 - b. it is repeatedly apparent from the interim evaluations of progress that the candidate's progress is not such that they will, in the expectation of the supervisor, be able to submit a manuscript that meets the required final attainment levels for a thesis;
 - c. following a negative assessment of the manuscript by the co-supervisor or supervisor(s) or the Assessment Committee as referred to in Article 6.

The termination by the PhD Board will take place in writing and state reasons.

3. The supervisor

Article 3.1 Appointment of supervisor

At the request of the PhD candidate, the PhD Board will appoint one or more supervisors. The supervisors appointed will include at least one full professor from the TUA or TUK; in addition to this supervisor, one or two full professors from other universities in the Netherlands or from another country can be appointed as supervisors. The professor of the TUA or TUK is the primary supervisor.

If an intended second or third supervisor is a professor at a foreign institution of academic education, the Rector will conduct an investigation before appointing that professor.

Article 3.2 Appointment of co-supervisor(s)

1. At the request of the PhD candidate, and with the consent of the supervisor(s) and the intended co-supervisor, the PhD Board may also appoint a co-supervisor to join in the supervision of the PhD candidate.
2. The intended co-supervisor must be employed by a university; however, the primary supervisor and other supervisors may ask the Rector in writing, stating the reasons, to make an exception. The co-supervisor must have the right to use the title 'Doctor' in the Netherlands and must have expertise in the relevant academic field or fields.

3. Full professors may not act as co-supervisors, as is also the case with PhD senior lecturers who have been granted *ius promovendi* by the PhD Board.
4. The proposal of the PhD candidate referred to in Article 3.2(1) must be submitted in time for the co-supervisor to provide a substantial amount of supervision over the preparations for and writing of the PhD thesis.

Article 3.3 Duties of supervisors and co-supervisors

1. The supervisors and co-supervisors will be responsible for accepting the manuscript as a PhD thesis and will ensure that the PhD thesis meets the academic standards that generally apply to a PhD thesis. The Netherlands Qualification Framework will serve as a guideline for this standard.
2. The supervisors and co-supervisors will supervise the PhD candidate in writing the thesis and will also ensure that the deadlines that have been agreed upon or can be considered reasonable for the assessment and discussion of drafts submitted to them are met.
3. The supervisors and co-supervisors will take note of the content of the manuscript of the PhD thesis, assess (parts of) the manuscript submitted, and consider whether or not it meets the requirements set by the supervisors and co-supervisors by virtue of their responsibility for the PhD thesis.
4. The supervisors and co-supervisors may suggest alterations and/or additions to the manuscript. The PhD candidate will follow these suggestions wherever possible.
5. A supervisor or co-supervisor may only withdraw as supervisor or co-supervisor in exceptional cases, stating the reasons. He will notify the PhD candidate, the other co-supervisors, the PhD Board and the rector without delay.

Article 3.4 Honourably discharged professors

1. An honourably discharged professor may act as a supervisor only if he was appointed as supervisor before his discharge and if his approval of the PhD thesis is given within five years of his discharge.
2. If approval of the PhD thesis is not given within five years of the supervisor's honourable discharge, the appointment will expire and the PhD Board will appoint another professor as supervisor, after hearing the PhD candidate, unless in the opinion of the PhD Board – provided more than one supervisor was appointed – the appointment of a new supervisor is not necessary.

Article 3.5 More supervisors and co-supervisors

1. The PhD Board will appoint a minimum of two and a maximum of three supervisors/co-supervisors. In exceptional cases, a fourth (co-)supervisor may be appointed. At least one of the co-supervisors or supervisors is connected to a different university than the TUA or TUK.

2. The co-supervisor and supervisors will allocate the tasks among themselves, taking the PhD candidate's views into account. This allocation of tasks will be recorded in a written statement, which – if more than one supervisor has been appointed – will indicate which person is the primary supervisor.
3. The distribution of tasks will not affect the responsibility of the supervisors and co-supervisors for the PhD thesis as a whole.
4. The supervisors and co-supervisors will approve the PhD thesis jointly and will jointly give the PhD candidate a statement regarding the defensibility of the propositions as referred to in Article 4.2.

Article 3.6 Prohibited relationships

Close family members of the PhD candidate (to the fourth degree), or other individuals having a relationship with the PhD candidate such that they should not reasonably be required to pass judgment, will not be eligible for appointment as supervisors and co-supervisors.

4. PhD Thesis

Article 4.1 Definition

1. The PhD thesis is:
 - a. an academic thesis on a certain subject, or
 - b. a compilation of academic publications that may or may not have been published previously.
2. Where these PhD Regulations refer to the PhD thesis, the term may also be taken to mean a part of a PhD thesis as referred to in Article 2.6(2) of these regulations.
3. To ensure the safekeeping of the thesis and to arrange the future availability of the thesis and research data to the TUA and TUK for further research and education, the PhD candidate must sign the license agreement, as referred to in Appendix 4. This signing should take place before the thesis is submitted for approval by the Assessment Committee. To the extent to which TUA or TUK is the employer of the PhD candidate, as regards intellectual property rights the CAO-NU and the State Patents Act will apply. TUA and TUK are entitled to deposit this work in the relevant section of the University Library, to be used for academic teaching and research, and to publish it on the Internet as referred to in Article 4.7.
4. The PhD candidate must ensure that the copyright provisions are met, as elaborated in article 4.7 and appendix 4, the licence agreement.

5. Data (such as databases) with accompanying explanatory notes must in any case be deposited for purpose of verification of the research. They are made available for further academic research according to the stipulations of the data policy of both institutions. The Rector may grant a full or partial exemption from this requirement for a certain period if there are compelling reasons to do so.

Article 4.2 Propositions

Propositions may be added to the PhD thesis. After approval of the PhD thesis, as referred to in Article 5.1, the PhD candidate will submit the propositions to the supervisors and co-supervisors as soon as possible. They will assess the quality of the propositions submitted and also assess whether the propositions are defensible or not.

Article 4.3 Language

1. The PhD thesis and any propositions added to it will be written in Dutch, German or English, or, with the approval of the PhD Board, in another language.
2. If the PhD thesis is written in Dutch, a translation of the title (and subtitle, if applicable) and also a summary of the content in English will be included as an appendix to the thesis. If the PhD thesis is written in English or German, it will include a title (and subtitle, if applicable) and also a summary of the content in Dutch as an appendix to the thesis.
3. If the PhD thesis is written in a language other than Dutch or English, it must include the title and a summary in Dutch and also a translation into English of the title and the summary.
4. The abstracts for non-experts which are intended for the communication department and the TUA and TUK libraries will be written in Dutch and English, each containing a maximum of 250 words.

Article 4.4 Contents

1. The PhD thesis must include:
 - a title page which complies with the format set out in Appendix 4;
 - a table of contents;
 - an introduction which at least includes the research question of the thesis;
 - the academic analysis;
 - the conclusion;
 - the bibliography;
 - the academic summary;
 - if possible a name and subject index and/or a source index;
 - a short biography of the PhD candidate.Propositions, if applicable, are added to the PhD thesis on a loose sheet.
2. If so desired, the PhD candidate may include a brief and concise foreword and a summary in Dutch for non-experts.

3. The supervisors see to it that the thesis will have a reasonable length. A guideline is that the body text of the thesis (including the notes) should not exceed 100,000 words.

Article 4.5 Compilation of academic publications as a PhD thesis

1. Article 4.4 will apply *mutatis mutandis* to a PhD thesis consisting of a compilation of academic publications which may or may not have been published previously. The coherence of these publications will be shown in an introduction and a summarizing conclusion. The publications in question will be added as chapters.
2. Academic publications are eligible only if they meet the following criteria:
 - a. the publications must form a coherent whole; a guideline for this is that they have been published within a period of five years before the PhD thesis is submitted to the supervisors for assessment;
 - b. written consent must be given for use in the thesis of publications for which the copyright has been given to third parties.

Article 4.6 Form

The PhD thesis, and the propositions that go with it, will be made available in both printed and digital form.

Article 4.7 Printing and submission of the PhD thesis

1. After receiving a notification of admission as referred to in Article 6.3, the Rector will give the PhD candidate permission to have the PhD thesis printed.
2. As soon as possible after the PhD thesis and the accompanying propositions have been printed, but three weeks before the date of the defence at the latest, the PhD candidate will deliver
 - to the secretarial office of the TUA and the TUK a number, to be determined by the rector, of printed copies of the thesis, with propositions if applicable;
 - to the library of TUA or TUK
 - a number to be determined by the librarian of printed copies of the thesis, with propositions if applicable,
 - the digital versions of the thesis, and propositions if applicable; if a commercial edition of the PhD thesis is also being published, then when the digital version is delivered, a copy must be provided of an agreement with the publisher in which the publisher consents to the publication of the digital version;
 - for the communication department and the Repositories of TUA and TUK, the digital versions of the 2 short abstracts.
3. The university library will make available both printed and digital versions of the thesis, in principle before the PhD graduation ceremony (provisionally, stating the date of the graduation), but at the latest one month after the graduation ceremony. The digital version will be made public through the Repositories of TUA and TUK.

5. Assessment of the Thesis by the supervisors and co-supervisors

Article 5.1 Assessment of PhD thesis by supervisors and co-supervisors

Supervisors and co-supervisors will submit their well-argued assessment of the thesis in writing by email or post.

Article 5.2 Approval of PhD thesis by supervisors and co-supervisors

If the supervisors and co-supervisors think that the PhD thesis meets the required academic standard and can be regarded as an adequate demonstration of competence to carry out independent academic research, they will give their approval and notify the PhD Board of their approval.

Article 5.3 Approval of PhD thesis withheld by supervisors and co-supervisors

1. If a supervisor withholds approval of the PhD thesis, then, at the request of the PhD candidate and after considering the assessments and after having heard the PhD candidate and supervisors and co-supervisors, the PhD Board will decide whether or not to appoint a different supervisor.
2. In the case that a co-supervisor withholds approval of the PhD thesis, then, at the request of the PhD candidate and after considering the assessments and having heard the PhD candidate and the supervisors and co-supervisors, the PhD Board will decide whether to appoint a different co-supervisor, unless the PhD Board is of opinion that the appointment of a new co-supervisor is unnecessary because there are already more than one supervisors/co-supervisors.

Article 5.4 Time limit

The response of the supervisors and co-supervisors to a written request by the PhD candidate for approval of his or her PhD thesis must be provided within six weeks and if it states that approval is withheld, this decision must be well-motivated.

Article 5.5 Further procedure

1. As soon as possible after receiving the approval referred to in Article 5.2 and if necessary after receiving the statement referred to in Article 2.5(2), and after the appointment of the Assessment Committee referred to in Article 6.1, the PhD candidate will submit the PhD

thesis which has been approved by the supervisors and co-supervisors, accompanied by a submission letter, to the rector and the members of the Assessment Committee.

2. The PhD candidate will also submit the title page of the PhD thesis, in keeping with the designated format, to the rector.

6. Assessment Committee

Article 6.1 The Assessment Committee

1. As soon as possible after receiving the approval referred to in Article 5.2, the PhD Board will appoint an Assessment Committee. Supervisors and co-supervisors may not be appointed as members of the Assessment Committee.
2. The Assessment Committee will consist of a minimum of three and a maximum of five members. In the case of a joint PhD degree, the committee can consist of more members. The primary supervisor will make a recommendation regarding the composition of the Assessment Committee. After approval by the rector, the primary supervisor will ascertain whether the candidates are prepared to be members of the Assessment Committee.
3. At least three members of the assessment committee are to be full professors, or senior lecturers with a PhD and *ius promovendi*, who are connected to a university and who have not co-authored with one of the publications included in the thesis. Of these three, at least one full professor/senior lecturer is connected to the TUA or the TUK and at least one is connected to another university in the Netherlands or a university abroad. Professors from universities abroad must be of a standard at least equal to the standard in the Netherlands.
For honourably discharged professors, the rule applies that they may be members of the Assessment Committee for up to five years after their honourable discharge.
A maximum of two members may be added to the committee based on their expertise. They must have a PhD degree.
4. Article 3.6 applies *mutatis mutandis* to membership of the Assessment Committee.

Article 6.2 Chair of the Assessment Committee

The Rector will chair the Assessment Committee. In the case in which the Rector is supervisor or co-supervisor, the PhD Board will appoint another Chair in his place. The Chair will not be a member of the Assessment Committee.

Article 6.3 Assessment Committee's decision

1. Within six weeks following its appointment, the Assessment Committee will provide a decision on the PhD thesis.

2. In case the members of the Assessment Committee wish to deliberate, these discussions will be confidential.
3. The Assessment Committee will evaluate the thesis based on the research question as agreed upon by the supervisors and co-supervisors and the PhD candidate.
4. All members of the Assessment Committee will provide a well-argued written assessment of the thesis. If more than one member arrives at a negative judgment, the Committee will refuse the approval of the thesis. If *one* of the members of the Assessment Committee arrives at a negative judgment, the PhD Board will decide on the approval of the thesis, after consultation with the members of the Assessment Committee.
5. The Chair of the Assessment Committee will notify the PhD candidate, the supervisors and co-supervisors and, if necessary, the members of the Assessment Committee of the decision.
6. In case of withholding of approval as referred to in 6.3(4), second sentence, unless otherwise decided by the rector, the Committee will be dissolved after the announcement of its decision. The supervisor may request the PhD Board to establish a new Assessment Committee. Members of the dissolved Assessment Committee may be members of the new committee.

7. PhD Graduation

Article 7.1 PhD Board

1. As soon as possible after being notified of the decision referred to in Article 6.3(4), the rector will give the PhD candidate permission to proceed to the defence of the thesis in the PhD graduation ceremony, which will take place in the presence of the PhD Board as well as the members of the Assessment Committee.

Article 7.2 Date, time, location

1. The PhD candidate will discuss the date of the PhD graduation with the supervisors, co-supervisors and the rector as soon as possible after receiving notification of the approval of the manuscript as referred to in Article 5.1. Subject to the approval of the Assessment Committee, the date, time and place will be fixed by the university's secretarial office.
2. The provisions of the protocol (see Appendix 2) also apply to this graduation ceremony.
3. The PhD graduation ceremony takes place in a public session of the PhD Board.

Article 7.3 Opposition and defence of the PhD thesis

1. Before the ceremony commences, the chairman will propose the sequence and the average time allowed for the opponents to speak. The primary supervisor will always have the right to present objections and will be granted the opportunity to do so at the beginning or the end of the ceremony, according to his choice.
2. The primary supervisor will ensure that sufficient members of the PhD Board and the Assessment Committee are prepared to act as opponents by making objections.
3. At the request of the primary supervisor, the rector may admit to the defence, to oppose the thesis, individuals who hold a PhD and who are specialists in the subject area of the PhD thesis. By exception, after having received permission from the PhD Board, individuals without a PhD but with recognized expertise in the subject area of the PhD thesis will be admitted to the opposition. A written request thereto must be submitted to the PhD Board at least 4 weeks before the PhD ceremony.
4. After the opening address, the Chair will request the PhD candidate to give a brief explanation of the thesis. Subsequently, he will, in the agreed order (as far as possible), invite the opponents to present their objections.
5. The objections and the defence will be delivered in the form of a personal speech in the Dutch or English language or, with the rector's permission, in another language. If so desired, this speech may be accompanied by written notes and/or quotations.
6. The Chair will ensure that the opponents expound their views briefly and concisely.
7. Unless the Chair decides otherwise, the public defence will be terminated one hour after commencement. The beadle will use the words '*Hora est*' to indicate the end of the ceremony.

Article 7.4 Decision-making

1. After the defence has been terminated, the PhD Board will withdraw for private deliberation to decide upon awarding the PhD degree. The supervisor will be excluded from voting.
2. When deciding whether or not to award the PhD degree, the committee will take into account the decision of the Assessment Committee referred to in Article 6.3(1) and the PhD candidate's defence of the PhD thesis.
3. A refusal to award the PhD degree on the grounds of the PhD candidate's defence of the PhD thesis must be based on the negative opinion of at least two-thirds of the members of the PhD Board.

8. Cum Laude

Article 8.1 Proposal to award the *cum laude* distinction

1. If a PhD candidate has shown an outstanding ability to conduct independent academic research, the PhD Board may decide to confer the *cum laude* distinction.
2. A proposal to award the *cum laude* distinction can be put forward by the primary supervisor or by a member of the Assessment Committee. A proposal in writing stating the reasons must be submitted confidentially to the rector at least six weeks before the date of the defence.
3. The Assessment Committee must be unanimous in their opinion that the *cum laude* distinction should be conferred. In consultation with the Assessment Committee, the rector will nominate at least two external referees who are full professors in the subject area of the PhD thesis to support the decision. These referees must not have co-authored publications with the PhD candidate. The external referees will submit confidential recommendations in writing to the Rector within three weeks of being appointed.
4. If at least two referees have assessed the PhD candidate's work as 'outstanding', the Rector will make this, and the proposal to award the *cum laude* distinction, known to the members of the PhD Board as soon as possible.
5. Regarding the proposal to award the *cum laude* distinction, the PhD Board will take note of:
 - the significance and degree of originality of the research question and methods;
 - the academic and technical standard of the work;
 - the judgement of the external referees;
 - the quality of the defence;
 - the share of others than the PhD candidate in the PhD project;
 - language and style.
6. At the meeting referred to in Article 7.4(1) regarding the proposal to award the PhD degree, a secret ballot will be held among the members of the PhD Board who are eligible to vote to decide whether or not to award the *cum laude* distinction. Votes may only be for or against the proposal. A vote against the proposal will be based on the quality of the defence. The proposal will be rejected if more than one vote is cast against it. In all other cases, the proposal will be accepted. The rector, though a member of the PhD Board, will abstain from voting.

9. PhD Degree Certificate

Article 9.1 Degree Certificate

1. As proof that the PhD degree has been awarded, the new PhD graduate will receive a certificate in Latin signed by the rector, the secretary of the PhD Board and the supervisor(s) and a statement written in English.
2. If the PhD degree has been awarded the *cum laude* distinction, this will be stated on the certificate.

10. Honorary PhD degree (doctor *honoris causa*)

Article 10.1 Authority to award an Honorary PhD

The PhD Board may award natural persons honorary PhDs for outstanding contributions to the academic discipline of Theology.

Article 10.2 Procedure

1. If the PhD Board intends to award an honorary doctorate, it will appoint an *ad hoc* committee of at least three members to advise the Board on this matter.
2. This committee will submit a proposal to the PhD Board. A recommendation in writing accompanied by a detailed account of the reasons, a curriculum vita and a list of publications, will be sent confidentially to the rector.
3. If the PhD Board intends to accept the recommendation, the opinion of the Board of Directors will be sought. The Board of Directors will inform the Board of Governors and the Supervisory Board.
4. With due regard to the views of the Board of Directors, the PhD Board will decide the conferral of the honorary doctorate. If the PhD Board decides in favour, it will also appoint one or two full professors as supervisors.
5. The decision referred to in Article 10.2.4 will be made known in writing, confidentially, to the Board of Directors, the supervisor(s) and the PhD candidate.
6. Except in special circumstances, an honorary doctorate will not be conferred upon an individual who is not present in person at the session referred to in Article 10.4.1.
7. The decision will not be made public until the PhD candidate has stated that he will accept the honorary doctorate and will be present in person at the session referred to in Article 10.4(1), subject to the provisions of Article 10.2(6).

Article 10.3 Certificate

The honorary doctor will receive a specially made certificate from the supervisor(s), signed by the Rector Magnificus, the members of the PhD Board and the supervisor(s).

Article 10.4 Presentation of certificate

1. The certificate associated with the conferral of the honorary doctorate will be presented during a special public session of the PhD Board: the honorary PhD ceremony.
2. On behalf of the PhD Board, the rector will invite interested parties to attend this ceremony.

11. Joint Doctorate

Article 11.1 Definition

Arrangements may be made between the university (TUA or TUK as the case may be) and one or more other (foreign) institutions of academic learning about awarding a joint PhD degree based on a PhD thesis which meets the provisions of this chapter. These arrangements will be recorded in an agreement which must be submitted to the Board of the University of the TUA or TUK for signature. This agreement must be entered into at least two years before the planned PhD graduation ceremony.

Article 11.2 PhD Research Project

1. The PhD research project and the thesis based on it must be the result of one or more research programmes established jointly by the TUA or TUK and one or more institutions as referred to in Article 11.1. To as great an extent as possible, the teaching and research programmes will be set up in consultation with the Dutch or foreign partner institution.
2. If possible, the PhD candidate should spend a proportionate amount of the time on the PhD research project at the partner institution(s) to follow courses or to conduct research for the PhD thesis. A statement about this will be submitted to the PhD Board. If this is not possible, the supervisor should demonstrate that, during at least a proportionate amount of the time spent on the PhD project, he has been responsible for the supervision of the PhD candidate.

Article 11.3 The PhD thesis

Subject to the provisions of this chapter, the PhD thesis must meet the requirements set out in these regulations

Article 11.4 The Assessment Committee

The Assessment Committee referred to in Chapter 6 must include at least one member from each institution involved.

Article 11.5 The defence of the PhD thesis

The defence of the PhD thesis will be conducted wholly or partially in Dutch, English or the language of at least one of the countries in which the foreign institution referred to in Article 11.1 is located.

12. Dispute Settlement Regulations

Article 12.1 Disputes regarding the implementation of the PhD regulations, administrative appeal

1. If a dispute arises in connection with the implementation of the provisions or the appendices of these regulations concerning a decision by or on behalf of the PhD Board, an interested party may submit a substantiated notice of objection to the PhD Board within six weeks of being notified of the decision.
2. A committee will prepare the PhD Board's decision regarding the notice of objection.
3. The committee will consist of a Chair and two other members. The Chair must meet the requirements for appointment as a district court judge and must not be employed by the TUA or the TUK. The two other members shall be full professors who are not members of and do not act under the responsibility of the PhD Board.
4. While preparing its recommendations, the committee will hear the parties involved and will be entitled to gain any information which is necessary to perform its duties responsibly.
5. The committee will make recommendations to the PhD Board in writing. The recommendations will be accompanied by written accounts of the hearings.
6. Notwithstanding the provisions of the AWB (*Algemene Wet Bestuursrecht*: General Administrative Law Act), in certain cases the PhD Board may, upon request, decide to adjust the internal time limits referred to in the PhD regulations.

Article 12.2 Decision of the PhD Board

1. Within four weeks after receiving the recommendations, but within ten weeks at the most after receiving the notice of objection, the PhD Board will make its decision known in writing, stating the reasons, to the person who submitted the objection and to other parties involved.
2. If the decision regarding the objection differs from the recommendation made by the committee referred to in Article 12.1(5), the reason for this difference will be stated; in all cases, the committee's recommendation will be sent along with the decision.

Article 12.3 Appeal to the administrative court

Within six weeks after the decision has been made known to the person who submitted the objection, an interested party may appeal against the decision of the PhD Board as referred to in Article 12.2(1) in court, provided the contested decision can be appealed under the AWB (General Administrative Law Act).

13. Final Provisions

Article 13.1

1. In cases not covered by these regulations, or if there is a difference of opinion as to the interpretation of the provisions of these regulations, the PhD Board will decide.
2. In very exceptional cases, the PhD Board, at the suggestion of the rector, may deviate from these regulations, subject to mandatory legal provisions.
3. Requests to deviate from the regulations must be submitted to the PhD Board in writing, stating the reasons.

Article 13.2

If the provisions of these regulations are not complied with, the rector is authorized to postpone the PhD graduation ceremony until a date to be determined at his discretion.

Appendices

Appendix I

IMPLEMENTATION OF REGULATIONS AS REFERRED TO IN ARTICLE 2.5 (2)

A. ADMISSION to a PhD programme in exceptional cases based on Dutch certificates, if the prospective PhD candidate does not meet the requirement set out in Article 2.5(1a)

Article A.1 Objective

The prospective PhD candidate must satisfy the PhD Board that he is able to conduct independent academic research and has a realistic chance of completing a PhD thesis.

Article A.2 Documentation

A prospective PhD candidate must substantiate his application as much as possible by providing certificates, (academic) publications, letters of recommendation regarding positions held, and written statements by academic researchers and the proposed supervisors.

Article A.3 Procedure

1. By the current admissions procedure the prospective PhD candidate must apply in writing, accompanied by the available documentation, to the PhD Board to be admitted to a PhD programme.
2. The PhD Board will decide based on the documents submitted whether or not it considers the candidate capable of conducting independent research which could lead to a completed PhD thesis before the candidate is appointed to a position and/or starts the PhD research. If necessary, the PhD Board in question will interview the applicant. The PhD Board will communicate its decision in writing, stating the reasons. This may be accompanied by a recommendation that the candidate should make up certain deficiencies.
3. The PhD Board will make its decision known to the applicant in writing, stating the reasons, within six weeks. If the decision cannot be made within six weeks, the PhD Board will notify the applicant of this and state a reasonable time limit within which the decision can be expected.
4. If the final decision is positive, the applicant will be admitted to the PhD programme. If the final decision is negative, the applicant will not be admitted to the PhD programme.
5. Chapter 12 of the PhD regulations will apply *mutatis mutandis*.
6. Once the PhD Board has decided that the applicant will be admitted to the PhD programme, the other provisions of the PhD regulations will apply.

B. ADMISSION to a PhD programme in exceptional cases in which the requirement set out in Article 2.5(1a) has not been met, based on foreign certificates

Article B.1 Objective

The prospective PhD candidate must satisfy the PhD Board that he can conduct independent academic research and has a realistic chance of completing a PhD thesis.

Article B.2 Documentation

The prospective PhD candidate must substantiate his application as much as possible by providing certificates, (academic) publications, letters of recommendation regarding positions held and written statements by academic researchers and the (proposed) supervisors.

Article B.3 Procedure

1. By the current admissions procedure, the prospective PhD candidate must submit an application in writing, accompanied by the available documentation, to the PhD Board, which will compare the candidate's previous training with the standard in the Netherlands.
2. The PhD Board will decide based on the documents submitted whether or not it considers the candidate capable of conducting independent research which could lead to a completed PhD thesis before the candidate is appointed to a position and/or starts the PhD research. If necessary, the PhD Board in question will interview the applicant. The PhD Board will make its decision in writing, stating the reasons.
3. The PhD Board will make its decision known to the applicant in writing, stating the reasons, within six weeks. If the decision cannot be made within six weeks, the PhD Board will notify the applicant of this and state a reasonable time limit within which the decision can be expected.
4. If the final decision is positive, the applicant will be admitted to the PhD programme. If the final decision is negative, the applicant will not be admitted to the PhD programme.
5. Chapter 12 of the PhD regulations will apply *mutatis mutandis*.
6. Once the applicant has been admitted to the PhD programme, the other provisions of the PhD regulations will apply.

Appendix 2

PROTOCOL FOR THE PHD GRADUATION CEREMONY

The TUA and the TUK have each established their own protocols for the PhD ceremony. The following is the protocol for the TU Kampen (for a PhD ceremony commencing at 15.00 hours)

14:50 hours:

- a) checking of the documents:
 - Master's degree certificate
 - PhD degree certificate

- b) consultation with the opposition:
 - introduction of the thesis by the PhD candidate (not longer than 10 minutes);
 - during or after this introduction, the Chair gives the floor to those who have applied as opponents;
 - the Chair subsequently gives the floor to the professors /senior lecturers who wish to oppose.

NB: Title of address by all: 'esteemed PhD candidate' or 'highly esteemed PhD candidate' and 'highly esteemed opponent'.

14:55 hours:

The beadle escorts the PhD candidate and the paranympths to their seats.

NB: the members of the Board of Governors, professors emeritus (if present, without ceremonial robe) and the other lecturers already have taken up their reserved seats (each at their opportunity).

15:00 hours:

The beadle leads the procession (with the announcement 'the senate'):

rector, supervisor, any guests present, pro-rector, other professors or professors emeritus in order of seniority.

[At the announcement 'the senate' all people present rise from their seats.]

[The professors emeritus wear a robe if they are part of the procession. They take a seat at the table on the left, and the other professors (and any guests present) take a seat at the table on

the right. The beadle takes his seat on the 1st chair of the 1st or 2nd row on the left: next to or behind the candidate's nearest family.]

1. OPENING BY THE RECTOR

The rector takes up position behind the lectern, takes off his cap (as do the other professors), opens the meeting by using the gavel and says:

I hereby open this public meeting of the academic senate and will now lead in prayer.

He then reads the following formulaic prayer:

Almighty God, Father of our Lord Jesus Christ,

We call upon your name at the beginning of this gathering, in which a student of this university stands prepared to defend his thesis. We reverently ask you to assist him and us all and ask your blessing upon this meeting. Let our labours be serviceable to the glory of your Name.
Amen.

He then signals all (senate and public) to be seated and says:

I request you, esteemed PhD candidate, to present yourself for the disputation.

The Chair then leaves the lectern, gestures to the PhD candidate to take his place behind the lectern and then takes a seat.

The PhD candidate takes his place behind the lectern, while the paranymphs take up positions in front of the lectern on the left and the right (or take a seat there).

2. THE PHD CANDIDATE READS THE FORM PRECEDING THE DEFENCE

On the authority of the rector of this university and with the authorisation of the senate I now stand prepared to publicly defend my thesis, which has the following topic:

in order thus to acquire the degree of doctor of theology; I do this by invoking God's help and I request all who wish to honour me by opposing my thesis [with the propositions] to make known clearly and concisely their objections, and the grounds on which they rest.

At the request of the rector I will now first, by way of introduction of the opposition, offer a short summary of the research described in my thesis (10 minutes max.).

3. DISPUTATION

The Chair rises and says:

The following person/persons has/have made an application for the opposition: N.N. The floor is now for N.N.

NB: should an unknown person from the public stand up, the Chair can rise and say:

Excuse me, but according to academic custom, only those can take the floor who have obtained authorisation from the Chair to bring in objections.

You have not reported to me, I therefore cannot give you the floor.

During or after the PhD candidate's response to the opposition from the public, the Chair rises and says:

The floor is now for Professor N.N. or (senior) lecturer N.N.

NB: mention only the name, no initials, title or degree.

16:00 hours:

The beadle will rise and speak the words '*hora finita est*', after which the beadle will sit down again.

The PhD candidate winds up his or her answer in a few sentences and proceeds to

4. THE PHD CANDIDATE'S READING OF THE FORM FOR AFTER THE DEFENCE

Now that the defence of my thesis is completed, and before the senate of this university consults whether the degree of Doctor of Theology can be conferred to me, I would like - before all - to give thanks to God for all His goodness towards me during my study and in this ceremony;

Furthermore, I wish to give thanks to the rector and senate for their authorisation and collaboration; to my highly esteemed supervisor for his/her information, highly esteemed opponents for the honour of their disputation; to my highly esteemed paronymphs for their assistance; and to all, who have enhanced the ceremoniousness of this gathering by their presence.

Hereafter the PhD candidate leaves the lectern and, with his paronymphs, returns to his seat to remain standing there.

While all present rise, the beadle leads the professors (who have put on their caps) away for the consultation.

5. DELIBERATION

The deliberation should be as short as possible. After the consultation, the beadle (who waits outside the room) leads the senate back inside again (with the announcement 'the senate'; all present rise.)

The supervisor carries the degree certificate and keeps it with him.

The Chair (who, as do the other professors, keeps his cap on up to and including point 7) takes his place behind the lectern, gestures to the public to be seated (the professors remain standing up to and including point 7) and announces the degree classification.

6. ANNOUNCEMENT OF THE DEGREE CLASSIFICATION BY THE CHAIR

Highly esteemed PhD candidate, the senate, having noted the content of the thesis [and the propositions] and having heard the defence of that thesis, has decided to confer the degree of *doctor theologiae* (possibly followed by: and this, due to exceptional achievement, with the designation '*cum Laude.*')

I now invite your supervisor, Professor N.N. (NB: only the name is mentioned, no initials, titles or degrees), to acquit himself of his duty and to bestow this honour upon you in the customary manner.

The Chair leaves the lectern, and the supervisor takes his place behind the lectern and proceeds to

7. THE ACTUAL GRADUATION

The supervisor says:

Authorised to this end by the rector and senate of this university, I, (supervisor's title, full names and family name follow) declare you (PhD candidate's full names and surname follow) to be a doctor of theology and confer the right to use the Doctor's title and to claim all the rights ensuing from that doctorate in theology by law and the qualifications belonging to this title.
As proof of this, I now present your certificate, signed by the rector and pro-rector and provided with the grand seal of this university.

After pronouncing this formula, the supervisor leaves the lectern, and hands over the PhD degree certificate to the PhD graduate, who walks towards him to receive it, and then shakes his hand.

The PhD graduate walks back to his seat, and the supervisor returns to the lectern (removing his cap; as do all other professors, who take their seats), for

8. SPEECH (CONGRATULATION) BY THE SUPERVISOR

After this speech, the supervisor (with uncovered head) returns to his seat. (Possibly, a speech now follows by the 2nd supervisor or co-supervisor). The Chair (also with uncovered head) now moves back to the lectern.

9. SPEECH (CONGRATULATION) ON BEHALF OF THE SENATE

After this speech follows

10. CLOSING

The Chair gestures for all to rise and says:

I will lead in a prayer of thanks,

He then reads the following formulaic prayer:

Our Father who art in heaven,

We thank you that you have been with us in this gathering, in which a student of this university was promoted to doctor of theology. We pray that You may continue to enlighten him/her through Your Spirit;

make him/her competent to interpret the Holy Scriptures and to discern and dispute all that goes against your Word. Let the work of this university and all its students be a blessing for many, even far across the borders of the country in which you have situated this university. Triune God, fill the earth with your glory. Amen.

In conclusion, the Chair says:

I now declare this public meeting of the academic senate closed.

Followed by the tapping of the gavel

The Chair then puts on his/her cap (as do the other professors) and leaves the lectern to be escorted out of the room, together with the other members of the Senate, by the beadle.

Order of the procession when leaving the room:

academic senate, Board of Governors, other professors emeritus, other lecturers (with their partners), the new doctor with his/her paranymphs, after which the new doctor's nearest family closely follow.

The remaining people present subsequently leave the room on the designation of the beadle.

- NB:
1. if the beadle is a woman, she keeps her cap on during the whole ceremony; if the beadle is a man then he follows the professors in putting on and removing his cap.
 2. regarding paranymphs, these are usually acquaintances of the PhD candidate (for example family, fellow students, colleagues); the PhD candidate can consult on this with the administration desk.

Appendix 3

MODEL TITLE PAGE

The TUA and the TUK each have their own standards for the title pages. The model for the TU Kampen now follows.

THEOLOGICAL UNIVERSITY OF THE REFORMED CHURCHES
IN THE NETHERLANDS AT KAMPEN

TIT|LE

ACADEMIC THESIS

FOR CONFERRAL OF THE DEGREE OF DOCTOR IN THEOLOGY,

ON AUTHORISATION OF THE RECTOR DR.,

TO BE DEFENDED IN PUBLIC, GOD WILLING,

ONDAY 20

AT HOURS IN THE,

(address) IN KAMPEN

by

(full names and surname of PhD candidate)

(date of birth and place of birth)

On the **back** of the title page, it should only mention:

- the supervisor(s)
- the co-supervisors)
- de members of the Assessment Committee

(where supervisors /co-supervisors or Assessment Committee members are concerned who are not connected to the TU Kampen: include the name of the institution to which they are connected)

- de authorities or bodies which have contributed to, or made the realisation of this PhD thesis possible, financially.

- (if available) the International Standard Book Number (ISBN).

Appendix 4

LICENCE AGREEMENT FOR NON-EXCLUSIVE PUBLICATION IN DIGITAL FORM VIA THE STATE UNIVERSITY REPOSITORY OF A PHD THESIS DEFENDED AT THE UNIVERSITY

developed for the TU Kampen

LICENCE AGREEMENT FOR NON-EXCLUSIVE PUBLICATION IN DIGITAL FORM VIA UNIVERSITY REPOSITORY OF A PHD THESIS

By the supplement to Article 4.7 of the PhD Regulations of the Theological Universities of Apeldoorn and Kampen

PhD candidate

- consents to the global distribution of his/her PhD thesis in digital form; this distribution is non-exclusive;
- declares that the PhD thesis is his/her own work;
- declares that the electronic version is identical to the printed publication as regards content and that it contains all components that for technical and/or logistical reasons are not included in the printed publication (e.g., CDs, video, etc.);
- declares that, to the best of his/her knowledge, the PhD thesis does not infringe in any way on the intellectual property rights of others;
- declares that any transfer of his/her intellectual property rights to the PhD thesis to a third party will stipulate that such party will uphold the licence and assume this agreement;
- grants the licence in question indefinitely
- declares to relinquish the right to terminate this licence by means of cancellation or dissolution;
- declares, with regard to any contribution that is based upon work that was sponsored or subsidised by any institution or organisation other than the Universities of Apeldoorn/Kampen that he/she has fulfilled all obligations imposed by this sponsor, institution or organisation with regard to publication;
- declares that he/she has the right to grant permission as specified in this agreement, subject to the exceptions specified below.

Theological University of Kampen

- declares that the licence will not be transferred to any third party;
- declares to have received the digital copy of the PhD thesis;
- shall transform the PhD thesis into other file formats or into other media to ensure future digital accessibility and declares that any such transformation will be accomplished without tampering with the contents;
- shall make and keep one or more reserve copies of this PhD thesis with a view to the security and preservation of the files;

- shall, in the case that the publisher objects to the expiration of the embargos that are noted on the following page, protect the PhD candidate from any damage claims that the publisher might make in this regard.

Exceptions to the licence agreement

Explanation

- *If you fully agree with the non-exclusive publication, without exceptions, please leave 1 to 4 blank, and sign below.*
- *Questions can be emailed to: bibliotheek@tukampen.nl*

1. He/she possesses no intellectual property rights or only partial intellectual property rights with regard to the materials that are contained in chapter(s) _____. He/she is fully authorised by the person entitled to grant this licence to the Theological University regarding these materials. The materials in question and their origins are clearly noted in the text or contents of these chapters.

2. The materials that are contained in Chapter(s) _____ have been or will be submitted for publication within 12 months. In anticipation of acceptance, these materials must be placed under embargo for 1 year.

Unless the author makes other arrangements with the University Library, because of some agreement made with the publisher, the library will make the material in the aforesaid sections available at the end of the agreed embargo period.

3. The materials that are contained in Chapter(s) _____ have been published or have been accepted for publication by a publishing company. The agreements that have been made with the publisher (a copy of which is annexed) necessitate placing these materials under embargo for 1 year. If a commercial edition of the PhD thesis is also being published, a copy must be provided of an agreement with the publisher in which the publisher consents to the publication of the digital version.

4. Should agreements render it desirable to place these materials under embargo for a period exceeding 1 year after the PhD ceremony date, the rector shall establish a reasonable length for the embargo, in consideration of the agreements that have been made with the publisher and in consideration of any further information from the PhD candidate in this regard. To do so, the PhD candidate must send a written and substantiated request, addressed to the Rector, as an annexe to this agreement. If necessary, this request can also be submitted at a later date.

PhD candidate

Name:

Title PhD thesis:

Date PhD graduation:

Place of signature:

Date of signature:

Signature:

The Theological University of Kampen, on behalf of the Board of Directors

Name: Drs. G.D. Harmanny (Librarian at Theological University of Kampen)

Place of signature: Kampen

Date of signature:

Signature: