The PhD Roadmap: Standard Timeline & Deadlines

The Roadmap gives you an overview of the timeline of the IHE PhD programme and the deadlines.

**YEAR 1**

**Start PhD Programme**

- 0 months
- Registration at IHE Delft.
- The Graduate School office will arrange your registration at the partner university.
- You are invited for an introductory meeting by the graduate school.

**Supervisory Team and Plan**

- 3 months
- You register yourself with SENSE.
- Set up your Supervisory Team including the external member.
- Fill in your training and supervision plan (TSP) and upload it to the SENSE portal in order to plan how to obtain 30 ES Credits.
- When registered at TU Delft, follow the mandatory start-up course.

**1st Progress Meeting**

- 6 months
- Have your 6 monthly progress meeting and prepare your first progress report.
- Update your TSP if required.

**YEAR 2**

**TSP Approved**

- 4 months
- Get your TSP approved by sending it to the IHE Graduate school: graduateschool@unihe.org.

**PhD Proposal**

- 9 months
- Develop your PhD proposal.
- Send it to the Graduate School administration for the plagiarism check.
- Submit your PhD proposal to the Beadle for external review.
- Organize, in cooperation with your Promotor and Co-promotor, the PhD proposal defence.
- Submit the report on the Proposal defence (Go/No go form) to the Beadle who will table it at the Academic Board for approval.

**YEAR 3**

**Progress Report**

- each 6-12 months
- During the first two years, progress reports are prepared each 6 months.
- From the start of the 3rd year onwards, progress reports are prepared on a yearly basis. These annual reports need to be sent to the Graduate School Office.

**YEAR 4**

**Thesis Draft**

- 42 months
- Submit draft thesis to your Promoters and Co-promoters.
- Have your annual progress meeting and prepare your annual progress report.
- Update your TSP when required and obtain 30 EC credits.
- Apply for the SENSE diploma.

**Defence Preparation**

- 44 months
- Submit your thesis with the Graduate School Office for the plagiarism check.
- Submit Doctoral Committee approval form.
- Send the thesis and propositions to the Beadle who will send it to the Partner University to obtain a date of defence.
- Receive acceptance from the Doctoral Committee via partner University.

**YEAR 2**

**End of the 1st Year**

- 12 months
- Have an approved PhD proposal.
- Have your 2nd 6 monthly progress meeting and prepare your second progress report.
- Update your TSP if required.

**YEAR 3**

**YEAR 4**

**Defence Ceremony**

- ± 48 months
- Have the thesis printed.
- Defence and promotion.