

Universität zu Köln



Bonn-Cologne Graduate School
of Physics and Astronomy



Welcome new PhD students

Overview

- Introduction
 - Who are we and why are we here
 - A little bit of history
- What does it mean to be member of a GS?
 - Duties & benefits
 - Thesis Advisory Committee
- Formal issues
 - How to register as a PhD student?
 - How to enroll as a PhD student?
- Training offers
 - Offers by your GS
 - Albertus Magnus Center

Introduction – Who are we and why are we here?

Dr. Magda Baer Radermacher
(PhD in Biology, Coordinator ML4Q Research School since 2019)

Dr. Petra Neubauer-Guenther
(PhD in Physics, Coordinator BCGS since 2008)

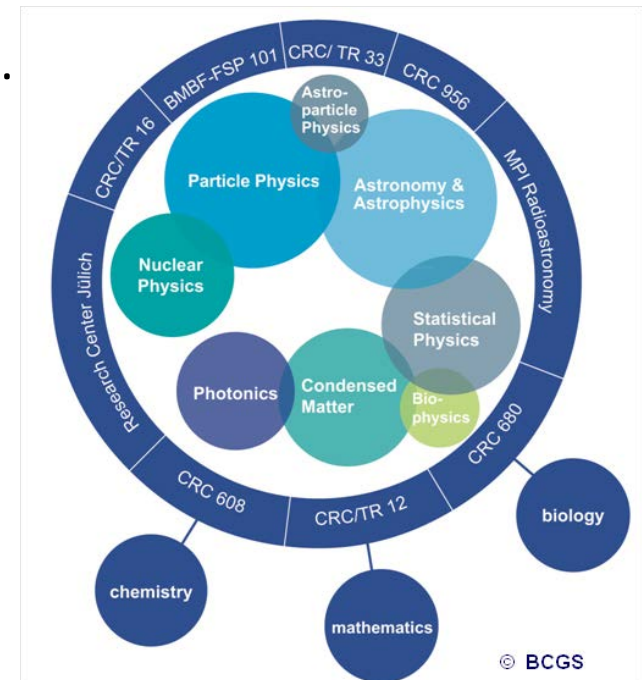
PhD students in Maths and Natural Sciences at the UoC are supposed to do their PhDs in a structured program (GS).

- Information on relevant rules
- Opportunity to ask questions

Introduction – a little bit of history

Bonn-Cologne Graduate School of Physics and Astronomy (BCGS)

- Joint GradSchool in Physics in Cologne & Bonn.
- Founded in 2007, all graduate students in Physics/Astronomy in Cologne and Bonn are members of the BCGS by now.
- 5-year program, MSc + PhD (2 + 3 yrs)
Cologne: ~120 MSc + ~150 PhD (steady state)
- All fields of Physics/Astronomy represented
Cologne & Bonn (+ FZJ, + MPIfR).
- PhD students may additionally join another graduate program (e.g. HITEC, IMPRS, ML4Q Research School, SFB 956 Doctoral Program, etc.)



Introduction – a little bit of history

ML4Q - Matter and Light for Quantum Computing

- Cluster of Excellence funded in 2019 within the Excellence Strategy by the German Research Foundation (DFG), cooperation by the universities of Cologne, Aachen, and Bonn, as well as the FZJ.
- ML4Q Research School: provides support in training and scientific development to young researchers from master to postdoctoral level.

SFB 956 – Conditions and Impact of Star Formation

- Collaborative Research Center funded by the DFG since 2011 in Astrophysics, cooperation by the universities of Cologne and Bonn, as well as the MPI for Radio Astronomy.
- SFB 956 Doctoral Program – <https://www.sfb956.de/students/docprogram>
Contact: sfb956contact@ph1.uni-koeln.de

What does it mean to be member of a GS?

Duties & Benefits

Duties

- Thesis Advisory Committee (TAC)
 - Assemble TAC (best within the first 6 months of thesis) – use respective form (mentoring agreement)
 - At least one TAC meeting during your PhD – latest after 18 months after beginning of PhD (in BCGS). More meetings if needed/wanted.
 - Fill respective form (TAC meeting), to be submitted to GS/uploaded in Docfile.
- Active participation in ‘Doctoral Symposium’
 - Once during PhD (usually within first 18 months)
 - Usually poster session
- Participation in course Scientific Integrity

What does it mean to be member of a GS?

Duties & Benefits

Benefits

- Structured PhD program vs. individual PhD
 - Thesis Advisory Committee, not only one supervisor
 - Teaching offers (e.g. Intensive Weeks)
- Financial support
 - Funds for travel reimbursement
 - Hardship cases
- Special training offers
 - Specifically for BCGS e.g. “Scientific Integrity“
 - Also from AMC (Cologne) & Graduate Center (Bonn)

PhD students can be members of more than one program.

What does it mean to be member of a GS? Thesis Advisory Committee

What is it?

- Consists of direct PhD supervisor and two additional mentors of relevant expertise.
- Accompanies you throughout the PhD project, via regular TAC meetings and whenever additional support is needed (e.g. if original project plan needs modification).
- Can serve as a mentoring platform in scientific development and career planning.

What does it mean to be member of a GS? Thesis Advisory Committee

Why is it good for you?

- Good for your project(s): get external feedback, discuss potential problems or new directions with someone not directly involved.
- Mentor from outside can be helpful if there are issues between you and your supervisor, that are not that easily solved in the dependence position.

THESE DO NOT HAVE TO BE 'BAD' ISSUES

E.g.: Things are working well, you have enough to write up, but your boss doesn't want you to stop, because there are still so many interesting side projects to follow – an opinion from external prof might help in keeping your PhD in planned time frame.

What does it mean to be member of a GS? Thesis Advisory Committee

Selection of the TAC

- You should arrange your TAC together with your supervisor, but make sure you feel comfortable with people you chose as you mentors!
- Your TAC members should have an expertise that is useful for your topic.
- If it has an added value for the project it is advisable to have one TAC member from partner institution/university (for ML4Q students, it would be optimal to have two external members).

Formal issues – how to register as PhD student?

You have to register as PhD student and be admitted by the Faculty of Mathematics and Natural Sciences (Doctoral Office).

- You need to register in **Docfile**, fill in the application form and provide documents listed at:

<https://mathnat.uni-koeln.de/en/doctoral-candidates/doctoral-procedure>

- All documents (including application form!) should be uploaded to Docfile as scanned pdf.
- Additionally, the signed application form should be sent to the doctoral office via email.

Don't forget signature(s) of GS coordinator(s)

Everything correct?

=> Doctoral Office issues **Confirmation of Admission**

Formal issues – how to enroll as PhD student?

According to PhD regulations, enrollment as PhD student is mandatory throughout your PhD studies!

- Enrollment requires admission by the faculty.
- To enroll, register in KLIPS2.0 and upload the required documents (including admission letter).
- Enrollment can be done online.
- Once enrolled, you have to pay the semester fee each term – amount and payment details are announced in your KLIPS2.0 account.

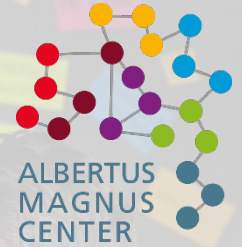
Formal issues – what else to take care of?

- Check your status in Docfile once a year, submit changes to *mnf-docfile@uni-koeln.de*
- Accomodation: <https://www.kstw.de/en/student-housing>
- Insurances (Health, Liability)
 - Health insurance is mandatory for enrollment.
 - Liability insurance („Haftpflicht“) is highly recommended.
- Important differences in type of residence permit: according to § 16 (as a student) vs. § 18 (as employee)
=> contact International Office to figure out what is best for you
- Contract issues (incl. taking holidays, sick leave): ask personnel department or person in charge in your institute

Training offers – Offers by your GS

- Will be announced on respective website(s) or via email.
- Training offered by BCGS and its ‘subprograms’
 - Scientific Integrity (approx. three times per year, next: January 2022)
 - Career coaching for female scientist
 - Alumni Career Talks
 - ...
- Additionally: scientific training
 - All courses in Physics/Astronomy are open for PhD students.
 - Specific offers by guest lecturers etc.
- Registered PhD students can also use the offers of the Albertus Magnus Center (UoC) and the Bonn Graduate Center (UoB)

PERSONALENTWICKLUNG
WISSENSCHAFT



ALBERTUS MAGNUS CENTER

Programs and Offers for
Doctoral Candidates

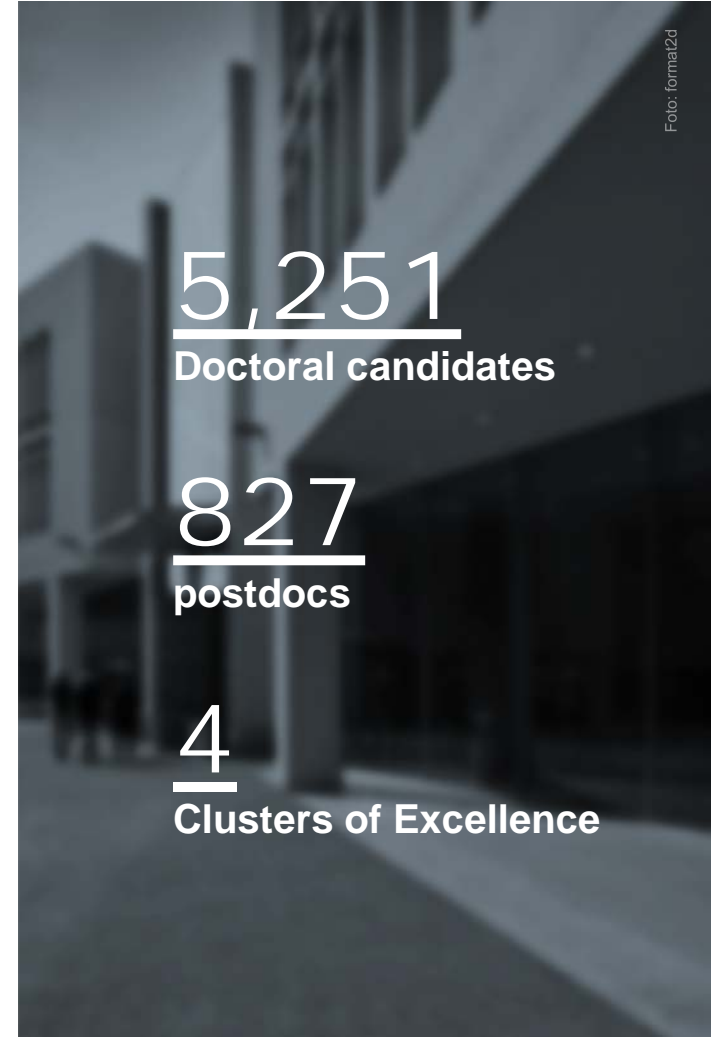


Foto: Simon Wegener

(Slides- courtesy of Dr Doris Birker, AMC)

Albertus Magnus Center

The Albertus Magnus Center is the central information, further education and advisory centre for all those interested in doctoral studies as well as doctoral candidates and postdocs at the University of Cologne. Our goal is to provide effective support, especially for the transition phases between individual career steps.



(Slides- courtesy of Dr Doris Birker, AMC)

Core Offers for Doctoral Candidates

- » **Targeted Workshops for the Development of Interdisciplinary Competencies**
- » **Interdisciplinary Networking Opportunities for UoC Doctoral Candidates and PostDocs**
- » **Advice and Orientation Assistance for Help and Support in Case of Problems and Conflicts**

(Slides- courtesy of Dr Doris Birker, AMC)

Early Career Researcher Program 2021

- » **Scientific Presentation**
- » **Disputationstraining**
- » **Good Scientific Practice**
- » **Academic Writing in English**
- » **Story Telling**
- » **Career Perspectives**
- » ...

(Slides- courtesy of Dr Doris Birker, AMC)

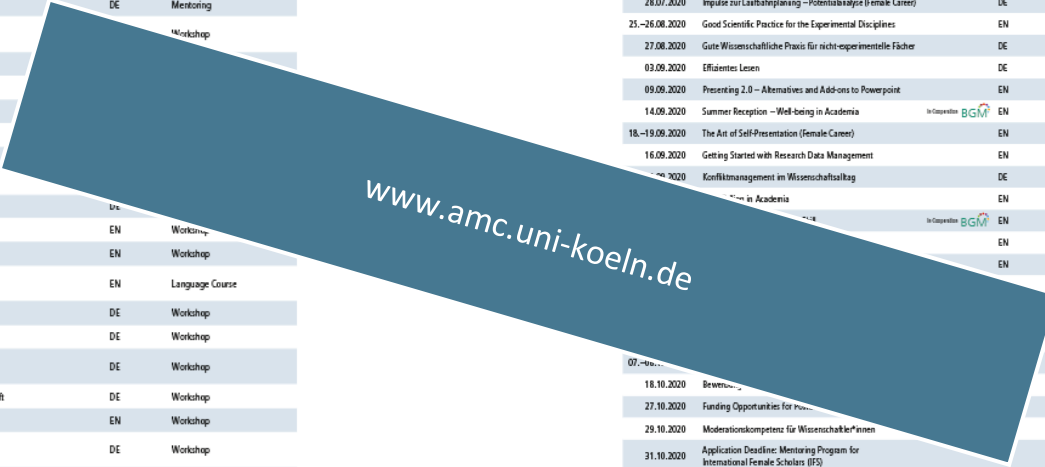
Early Career Researcher Program 2021

PROGRAM 2020 EARLY CAREER RESEARCHERS

Further information and registration | Weitere Informationen und Anmeldung unter:
amc.uni-koeln.de



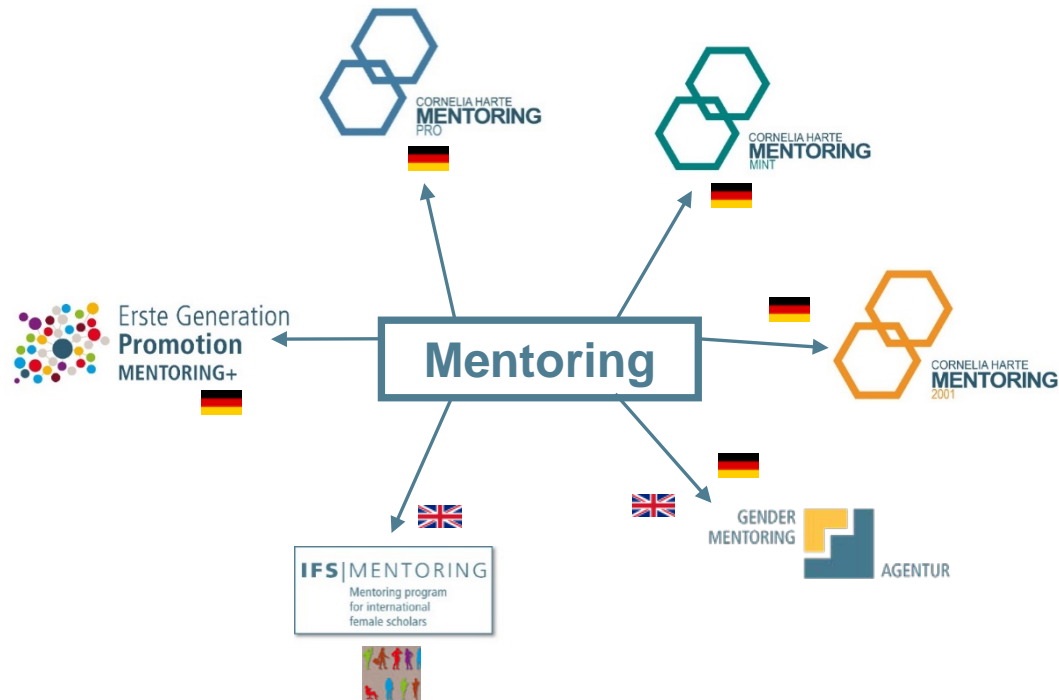
| DATE DATUM | TITLE TITEL | LANGUAGE SPRACHE | EVENT FORMAT VERANSTALTUNGSFORMAT |
|----------------|--|-----------------------|--|
| fortlaufend | Anmeldung bei der Gender Mentoring-Agentur (GMA) | DE | Mentoring |
| 20.–21.01.2020 | Wissenschaftliche Präsentation – Wie Sie Ihr Publikum begeistern | | Workshop |
| 23.–24.01.2020 | Scientific Presentation – Getting It Right | | |
| 03.02.2020 | Leadership Starter Kit | | |
| 05.02.2020 | Intermediate Leadership | | |
| 06.–07.02.2020 | Disputationstraining | | |
| 11.02.2020 | Stimmig sein und wirkungsvoll sprechen | | |
| 25.03.2020 | Meet@mentoring: Career Paths outside Academia | | |
| 27.–28.03.2020 | Die eigene Stimme kraftvoll einsetzen (Female Careers) | DE | Workshop |
| 31.03.2020 | Funding Opportunities for Postdocs | EN | Workshop |
| 01.–02.04.2020 | Academic Writing in the Natural and Life Sciences | EN | Workshop |
| 17.04.2020 | Start of the Language Courses: Brush Up Your English! (Different levels) | EN | Language Course |
| 22.04.2020 | Einstieg ins Management von Forschungsdaten | DE | Workshop |
| 24.04.2020 | Souverän und selbstsicher auftreten (Female Career) | DE | Workshop |
| 30.04.2020 | Wissenschaft – ja oder nein? Karrierespективен entwickeln (Female Career) | DE | Workshop |
| 05.05.2020 | Professionell und kreativ visualisieren in der Wissenschaft | DE | Workshop |
| 07.–08.05.2020 | Empower Your Voice! (Female Career) | EN | Workshop |
| 11.–12.05.2020 | Wissenschaftliche Präsentation – Wie Sie Ihr Publikum begeistern | DE | Workshop |
| 14.–15.05.2020 | Academic Writing in the Humanities and Social Sciences | EN | Workshop |
| 18.05.2020 | Make an Impact! Networking and Self-Marketing Skills | EN | Workshop |
| 19.05.2020 | Career Perspectives in the Natural and Life Sciences | EN | Workshop |
| 20.05.2020 | Career Perspectives in the Humanities and Social Sciences | EN | Workshop |
| 27.05.2020 | Project Management – Basics and Methods for Scientific Project Managers | EN | Workshop |
| 28.05.2020 | Selbstsicher auftreten & Präsenz zeigen | DE | Workshop |
| 08.–09.06.2020 | Karriereplanung auf dem Weg zur Professur | DE | Workshop |
| 17.06.2020 | Advanced Talents Day In Cooperation with Junior Faculty Club | EN | Networking |



| DATE DATUM | TITLE TITEL | LANGUAGE SPRACHE | EVENT FORMAT VERANSTALTUNGSFORMAT |
|----------------|--|-----------------------|--|
| 19.06.2020 | Grundlagen der Kommunikation (Female Careers) | DE | Workshop |
| 23.06.2020 | That's my Job! Finding and Applying for Jobs beyond Academia | EN | Workshop |
| 02.07.2020 | Bewerbungstipps: Erste Generation Promotion Mentoring+ (EGP) | DE | Mentoring |
| 09.07.2020 | Souveräne Gesprächsführung für herausfordernde Situationen | DE | Workshop |
| 28.07.2020 | Impulse zur Laufbahnplanung – Potentialanalyse (Female Career) | DE | Workshop |
| 25.–26.08.2020 | Good Scientific Practice for the Experimental Disciplines | EN | Workshop |
| 27.08.2020 | Gute Wissenschaftliche Praxis für nicht-experimentelle Fächer | DE | Workshop |
| 03.09.2020 | Effizientes Lesen | DE | Workshop |
| 09.09.2020 | Presenting 2.0 – Alternatives and Add-ons to Powerpoint | EN | Workshop |
| 14.09.2020 | Summer Reception – Well-being in Academia In Kooperation BGM | EN | Networking |
| 18.–19.09.2020 | The Art of Self-Presentation (Female Career) | EN | Workshop |
| 16.09.2020 | Getting Started with Research Data Management | EN | Workshop |
| 01.10.2020 | Konfliktmanagement im Wissenschaftsaltag | DE | Workshop |
| 01.10.2020 | Networking in Academia | EN | Workshop |
| 01.10.2020 | Networking in Academia | EN | Workshop |
| 01.10.2020 | Networking in Academia | EN | Workshop |
| 01.10.2020 | Networking in Academia | EN | Workshop |
| 07.–08.10.2020 | Networking in Academia | EN | Workshop |
| 18.10.2020 | Bewerbungstipps | DE | Mentoring |
| 27.10.2020 | Funding Opportunities for Postdocs | EN | Workshop |
| 29.10.2020 | Moderationskompetenz für Wissenschaftler*innen | DE | Workshop |
| 31.10.2020 | Application Deadline: Mentoring Program for International Female Scholars (IFS) | EN | Mentoring |
| 02.–03.11.2020 | Disputationstraining | DE | Workshop |
| 04.11.2020 | Writing Clearly | EN | Workshop |
| 05.11.2020 | Meet@mentoring: Mobility and International Careers in Academia | EN | Networking |
| 09.–10.11.2020 | Academic Writing in the Natural and Life Sciences | EN | Workshop |
| 17.11.2020 | Mach' dein eigenes Ding! Selbstständigkeit und Unternehmensgründung | DE | Workshop |
| 20.–21.11.2020 | You can say what you want! Assertiveness Training (Female Career) | EN | Workshop |
| 23.–24.11.2020 | Wissenschaftliche Präsentation – Wie Sie Ihr Publikum begeistern | DE | Workshop |
| 25.11.2020 | Gender-spezifische Kommunikationsmuster erkennen – verstehen – gestalten | DE | Workshop |
| 03.12.2020 | Stressresistenz als Karrierefaktor In Kooperation BGM | DE | Workshop |

(Slides- courtesy of Dr Doris Birker, AMC)

Mentoring Program Overview



Contact

Academic Staff Development
Division 2: Mentoring

mentoring.uni-koeln.de

(Slides- courtesy of Dr Doris Birker, AMC)

Consulting and Advice

University of Cologne

Search with Google Deutsch

Albertus Magnus Center

Home Doctoral candidates Postdocs Structure Contact



UoC Home > Doctoral Candidates > Doctoral candidates > General information > Doctoral Candidates



| Doctoral Candidates |
|--|
| Letter of support and supervision agreement |
| Meetings with your supervisor |
| Help and support in case of problems and conflicts |
| Doctoral studies as a parent |
| Doctoral candidate representatives |

Overview Doctoral Candidates

Support and advice during doctoral studies

| | |
|--|---|
| Letter of support and supervision agreement | ⌵ |
| Meetings with your supervisor | ⌵ |
| Help and support in case of problems and conflicts | ⌵ |
| Doctoral studies as a parent | ⌵ |
| Participation: Doctoral candidate representatives | ⌵ |
| Publications & Downloads | ⌵ |

(Slides- courtesy of Dr Doris Birker, AMC)

All the information is available on our website!

www.amc.uni-koeln.de



(Slides- courtesy of Dr Doris Birker, AMC)

Questions?

Scientific integrity

Registration TAC

BCGS

KLIPS2.0

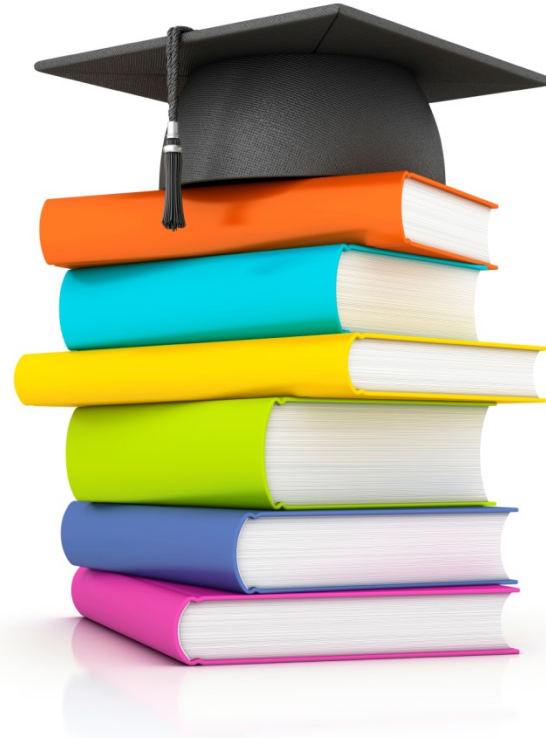
Enrollment

Docfile

ML4Q

AMC

Mentoring
agreement



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