

## Proposal for the appointment of the voting members of the Doctorate Committee AMC-UvA

**For whom:** PhD candidates who have been admitted to the doctoral programme and have had their (co)supervisor(s) appointed and confirmed by decision of the Doctorate Board  
**Aim:** Appointment of the voting members of the Doctorate Committee

**The UvA Doctorate Regulations 2020 (link below), articles 18, 19 and 20 define the rules for the appointment of voting members of the Doctorate Committee. For the UvA Faculty of Medicine additional agreements should be taken into consideration when composing the Doctorate Committee.**

- As soon as the supervisor judges that his/her approval of the PhD candidate's thesis manuscript will be forthcoming in the near future, the supervisor shall discuss the desired composition of the Doctorate Committee with the Dean, by submitting the form 'Proposal for composition of the Doctorate Committee'.
- Prior to submitting a final proposal for the composition of the Doctorate Committee members are to be approached by the supervisor and have accepted their membership of the Committee.
- Doctorate Committee members are a) required to assess the thesis manuscript for admission to the thesis defence, and b) are required to attend the ceremony, situations of force majeure excepted.
- In addition to the (co)supervisor(s), the Doctorate Committee consists of at least **five** and preferably no more than **six** voting members.
- The majority of voting members is full professor (prof. dr.), or the foreign equivalent. The remaining members should be holders of a doctorate (PhD/dr.).
- At least half of the voting members ( $\geq 50\%$ ) must be affiliated to the UvA.
- At least one full professor is from the UvA with an appointment at the Faculty of Medicine UvA.
- At least one voting member must be a full professor (or foreign equivalent) affiliated to an institution other than the UvA.
- Only one affiliation is permitted per committee member.
- If the doctoral thesis consist (partly) of articles that have been written in the name of several authors, the co-authors of these articles may only make up a minority of the voting members of the Doctorate Committee.  
Supplementary to this article 20.9 of the Doctorate Regulations: No more than 25% of the papers in the PhD thesis may have one or more voting members of the doctorate committee as co-author.
- No more than one voting member is from the same Amsterdam UMC department.
- Select a committee of both men and women.

**Please note: Once the Doctorate Committee is installed by decision of the Doctorate Board it is not allowed to change the composition of the Doctorate Committee.**

Only after having received the official decision appointment of the Doctorate Committee from the Doctorate Board (and preferably after the PhD candidate has made a preliminary reservation for the defence ceremony), **the supervisor** submits the thesis manuscript to all voting members of the Doctorate Committee for assessment and at the same time to the Amsterdam UMC Medical Library for a scan on plagiarism. See steps 4 and 5 in PhD graduation AMC-UvA; link below.

### Downloads:

[UvA Doctorate Regulations 2020](#)  
For following steps consult [step 4/step 5](#)