**The Graduate School for Production Ecology and Resource Conservation**

**Training and Education Statement Form**

**(TESF)**

*For more detailed information on the TESF see:* [*www.pe-rc.nl*](http://www.pe-rc.nl)

**Explanatory note in preparing the official Training and Education statement.**

* **This version of the TESF is for those that started the PhD BEFORE 1 MAY 2015.**
* To obtain a Training and Education Certificate, PhD candidates must comply with the PE&RC Training and Education criteria as formulated in the Training and Supervision Plan that was submitted at the start of the PhD track. This implies that at least 32 ECTS[[1]](#footnote-1) (=22 weeks) of Training and Education activities have been done.
* Besides the minimum of 32 ECTS, credits must be spread out over the three (four, if teaching is included) categories, considering the **Minimum** ECTS requiredand **Maximum** given (respectively given in brackets behind each sub-category heading).
* Note that summation of minimum credits does not lead to the minimum total required and that that more activities can be specified than credited.
* When you have filled in the TESF but doubt whether all requirements are met, please send the WORD document to Claudius van de Vijver for the final check before the document is signed and submitted.
* The TESF must be signed by the PhD candidate and his/her promotor and submitted to the PE&RC Educational Committee for approval. Please submit a scanned copy of the signed document (PDF) to Claudius.vandevijver@wur.nl. Additionally you are requested to send along the (unsigned) WORD version of the scanned document.
* Once approved the PhD candidate will:
	+ Receive a Training and Education Certificate together with the PhD degree.
	+ Receive an electronic version of the certificate to be inserted in the thesis.
* **Note that PE&RC would appreciate a copy of the thesis**

**Personal details of PhD candidate:**

|  |  |
| --- | --- |
| First name: |  |
| Family name: |  |
| Date of birth (day-month-year): |  |
| Place of birth (town and country): |  |
| Work Email-address (when available): |  |
| Private Email-address (when available): |  |

|  |
| --- |
| On the official certificate, your name will be stated in the following order: First name and Family name. If you want your name to be stated in a different way, please indicate below: |
|  |

**Information related to graduation ceremony and thesis:**

|  |  |
| --- | --- |
| Graduation date (day-month-year): |  |
| Title of thesis: |  |

|  |  |
| --- | --- |
| Name of promotor(s): |  |

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| For those who will **NOT** defend their thesis at Wageningen University, please fill in the address where the hardcopy of the Training and Education Certificate must be sent to: |  |

**CATEGORY 1: IN-DEPTH TRAINING AND EDUCATION ACTIVITIES**

**a. Review of literature** **(4.5 ECTS / 6 ECTS)**

* *Highlights theoretical background, scientific and societal relevance of the PhD project.*
* *Besides a written document, the review must have been presented in a “discussion forum” other than the own chair group (e.g. discussion group).*

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| --- | --- |
| **Title** (include below title the occasion in which you presented the review) | **ECTS** |
|  |  |

**b. Writing of Project proposal (0 / 4.5 ECTS)**

* *This is only credited when the candidate has made a significant contribution to the project proposal regarding theory, hypotheses and methodology*

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| --- | --- |
| **Title of proposal** | **ECTS** |
|  |  |

c. Post-Graduate Courses (3 ECTS / 7.5 ECTS)

* *Postgraduate courses can be followed anywhere in the world but must be of post-academic level. MSc-levelled courses can be mentioned in Category 2a.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Course title** | **Organisers** | **Dates** | **ECTS** |
| 1) |  |  |  |
| 2) |  |  |  |
| 3) |  |  |  |
| 4) |  |  |  |

**d. Laboratory training and working visits (0 / 4.5 ECTS)**

* *This involves training or visits to universities/institutes other than WUR or (for foreign PhD candidates or candidates from UU, ITC and NIOO) the home institute*

|  |  |  |  |
| --- | --- | --- | --- |
| **Topic under investigation** | **Institute** | **Dates** | **ECTS** |
| 1) |  |  |  |
| 2) |  |  |  |

**e. Invited review of (unpublished) journal manuscript (0 ECTS / 2 ECTS)**

* *Credits can be obtained when the PhD candidate has reviewed manuscript(s) on request of a journal and the promotor/supervisor confirms the active role of the PhD candidate in the review.*
* *One can obtain 1 ECTS per reviewed paper.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Journal** | **Topic** | **Year** | **ECTS** |
| 1) |  |  |  |
| 2) |  |  |  |

**CATEGORY 2: KNOWLEDGE OVERVIEW, SKILLS AND COMPETENCE TRAINING**

**a. Deficiency, Refresh, Brush-up courses (0 / 3** **ECTS)**

* *These courses are at the MSc level. They are followed to take away deficiencies in knowledge or to refresh/brush up knowledge required to perform the PhD project.*

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| --- | --- | --- | --- |
| **Course title** | **Organisers** | **Dates** | **ECTS** |
| 1) |  |  |  |
| 2) |  |  |  |
| 3) |  |  |  |
| 4) |  |  |  |
| 5) |  |  |  |

**b. Competence Strengthening / Skills courses (1.5 ECTS / 4.5 ECTS)**

* *Courses and training activities that strengthen and broaden the competences and (soft) skills needed as a scientist, but also for positions outside the scientific arena. Examples: courses on scientific writing and presenting, management, planning, leadership etc.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Course title** | **Organisers** | **Dates** | **ECTS** |
| 1) |  |  |  |
| 2) |  |  |  |
| 3) |  |  |  |
| 4) |  |  |  |
| 5) |  |  |  |

**c. PE&RC annual meetings, seminars and the PE&RC Retreat (1 ECTS / 3 ECTS)**

* *Besides the PE&RC day and PE&RC retreat (first, middle and final years), other seminars, symposia or meetings in which PE&RC is involved can be listed.*
* *A PE&RC day or a one-day symposium is credited with 0.3 credits, the PE&RC retreat with 0.9 credits (First year) and 0.6 (Middle and Last year).*

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| --- | --- | --- |
| **Name of the Meeting** | **Years** | **ECTS** |
| 1) |  |  |
| 2) |  |  |
| 3) |  |  |

**CATEGORY 3: SCIENTIFIC EXPOSURE / DISCUSSIONS / MEETINGS**

**a. Discussion groups / local seminars or scientific meetings (4.5 ECTS / 7.5 ECTS)**

* *This involves regular meetings of a multidisciplinary group of scientists in which scientific issues/ papers (e.g. key publications, PhD manuscripts and proposals, new developments in scientific theory) are discussed.*
* *Besides the PE&RC discussion Groups other forms of regular scientific interaction with peers (also outside WU) are also valid under this heading.*
* *Research group meetings may not be listed.*
* *Consider ± 0.1 ECTS for a 2-hour meeting and 1.5 ECTS per year for monthly meetings.*

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| --- | --- | --- |
| **Name of the discussion group, local seminars or other scientific meeting** | **Dates** | **ECTS** |
| 1) |  |  |
| 2) |  |  |
| 3) |  |  |

 **b. International symposia, workshops and conferences (3 ECTS, at least 2 meetings / 9.0 ECTS)**

* *Credits can only be obtained when presenting (poster or oral) at the meeting*
* *1 ECTS for a presentation or poster are added to the ECTS for attending the meeting (0.3ECTS per day).*

|  |  |  |
| --- | --- | --- |
| **Name of the international symposium, workshop, or conference** | **Dates** | **ECTS** |
| 1) |  |  |
| 2) |  |  |
| 3) |  |  |
| 4) |  |  |

**CATEGORY 4: TEACHING (0 ECTS/ 4.5 ECTS)**

From October 2009 onward, credits can be obtained for teaching activities (to a maximum of 4.5 ECTS) if:

* Personal learning outcomes can be demonstrated a-posteriori.
* Teaching activities of the PhD candidate are evaluated (in Evasys or via discussion between the PhD candidate and the staff member responsible for the education activity).

Teaching activities that are credited:

* Lecturing: The PhD candidate prepared and gave lectures (guest lecture or lecture series). This also includes preparation of lecture and/or teaching material.
* Supervision of practical’s / tutorials provided that the PhD candidate is involved in organisation and development of sessions and material
* Supervision of MSc students, provided that the PhD candidate is the daily supervisor. Please note that without a-posteriori defined learning outcomes and an evaluation on teaching aspects (please enclose both), teaching is not credited.

**a. Lecturing / Supervision of practicals / tutorials (0 ECTS / 3 ECTS):**

* *0.3 ECTS per lecture or day of practical/tutorial supervision (includes preparation time)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Course title** | **Year** | **No. of days** | **ECTS** |
| 1) |  |  |  |
| 2) |  |  |  |
| 3) |  |  |  |
| *Personal learning outcomes:* |

**b. Supervision of MSc student(s)**

* *3 ECTS can be obtained for a 6-month MSc project*

|  |  |
| --- | --- |
| Number of BSc / MSc students supervised: |  |
| Research topic 1: |  |
| Research topic 2: |  |
| Research topic 3: |  |
| .... |  |
| **Demonstrated personal learning outcomes** |  |
| Time investment (# of days) |  |
| Total # of ECTS obtained |  |

|  |  |
| --- | --- |
| **Total credits (ECTS) for education / training and teaching activities****(Sum Category 1-4. Minimum required = 32 ECTS)** |  |

**VERACITY OF THIS EDUCATION STATEMENT FORM**

The promotor and the PhD candidate declare that the Training and Education activities of the candidate, as stipulated above in this Training and Education Statement Form, have been performed and noted truthfully.

|  |  |
| --- | --- |
|  |  |
| Signature promotor | Signature of PhD candidate |

Place:

Date:

Approval of this statement by the Educational Committee of the C.T. de Wit Graduate School for Production Ecology and Resource Conservation:

Dr C. van de Vijver

(Signature Head of the PE&RC PhD Programme)

Date:

**When signed by the PhD candidate and promotor, please send the scanned copy of the signed document to** **Claudius.vandevijver@wur.nl****. Additionally you are requested to send along the (unsigned) WORD version of the scanned document**

1. 1 ECTS = The European Credit Transfer System. 1 ECTS = 28 hours

1 day = 0.3, 2 days = 0.6, 3 days = 0.9, 4 days = 1.2, 5 days = 1.5 [↑](#footnote-ref-1)