**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/TESF*](http://www.pe-rc.nl/TESF)

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

* **This version of the TESF is for those that started the PhD AFTER 1 MAY 2015 up to April 2021.**
* 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, 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 PE&RC for approval. Please submit a scanned copy of the signed document (PDF) to [Claudius.vandevijver@wur.nl](mailto:Claudius.vandevijver@wur.nl). Additionally, please 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 to receive a copy of your PhD 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): |  |

|  |
| --- |
| 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): |  |

|  |  |
| --- | --- |
| 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) \***

* *PhD candidates must have written a review of literature, highlighting theoretical background, scientific, and societal relevance of the PhD project.*
* *This review can be:*
  1. *Part of the process of writing a full project proposal. This applies to PhD candidates who have written, or significantly contributed to the writing of, the project proposal (eg. Sandwich PhDs) (also see 1b.)*
  2. *A stand-alone document when the project proposal was not written by the PhD candidate.*

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| --- | --- |
| **Title of review** | **ECTS** |
|  |  |

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

* *Credits can only be obtained 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** |
|  |  |

\* *The literature review or full project proposal must have been presented orally to a scientific audience.*

**c. Postgraduate courses**

* *Postgraduate courses have a higher standard than MSc-level/ed courses, which belong In Category 2A.*
* *Postgraduate courses can be followed anywhere in the world but the supervisor must give his/her*

*approval on the quality of the course when in doubt.*

*- When desired courses are not available or unknown, indicate subject of interest and year in which*

*one hopes to follow a course on this subject.*

*- Two types of postgraduate courses are distinguished:*

**c1. In-depth / Topical / On-site Postgraduate Courses (2.5 ECTS / 5 ECTS)***- Online courses are not credited in this category*

|  |  |  |  |
| --- | --- | --- | --- |
| **Course title** | **Organisers** | **Dates**  **(from - to)** | **ECTS** |
| 1) |  |  |  |
| 2) |  |  |  |
| 3) |  |  |  |

**c2. Methodological / Statistical Postgraduate Courses (0 ECTS / 2.5 ECTS)**

* *Online courses are credited in this category but the supervisor must have given his/her consent regarding quality.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Course title** | **Organisers** | **Dates**  **(from - to)** | **ECTS** |
| 1) |  |  |  |
| 2) |  |  |  |
| 3) |  |  |  |

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

* *This involves training or visits to universities / institutes other than the candidate’s affiliated institute(s).*

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

**e. Invited review of (unpublished) journal manuscripts (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.*

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

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

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

* *These courses are not at PhD level (e.g., MSc courses).*
* *Online courses are credited in this category but the supervisor must have given his/her consent regarding quality.*

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

**b. Competence Strengthening / Skills courses (2 ECTS / 4.5 ECTS) of which 0.6 ECTS**

**must be related to ethics in science\***

- These courses are part of the broadening and strengthening of skills and competences needed as a scientist (e.g.

writing and presenting skills, time planning and project management, communication skills, but also career

development courses and courses focusing on more genera! skills required outside the scientific arena.

- Courses can be followed anywhere in the world, even online, but the supervisor must give his/her approval on the

quality of the course when in doubt.

\* This involves courses/ activities where ethical/ aspects of scientific practice are dealt with. For example: courses on

scientific publishing or data management, but also Studium Generale, capita selecta, workshops, or discussion

sessions that involve ethics.

Note: At least one activity must be on ethics alone. When you have followed a specific ethics course during your

MSc this may a/so be included to fulfill this requirement but you will/ not get credits for it as it was a/ready credited

In your MSc degree.

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

**c. PE&RC Weekend, PE&RC Day, and other PE&RC events (1 ECTS / 3 ECTS)**

* *A PE&RC day or a one-day symposium is credited with 0.3 ECTS, the PE&RC weekend for first years with 0.9 ECTS and the PE&RC weekend for midterm and last years with 0.6 ECTS.*
* *Besides the PE&RC day and the PE&RC weekend, other seminars, symposia, or meetings in which PE&RC was involved may be listed.*

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

**CATEGORY 3: SCIENTIFIC EXPOSURE**

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

* *Consider ± 0.1 ECTS for a 2-hour meeting and 1.5 ECTS per year active participation in a discussion group.*
* *Other forms of scientific interaction with peers (anywhere) are also valid under this heading.*
* ***Research / chair group meetings may not be listed.***

|  |  |  |
| --- | --- | --- |
| **Name of the discussion group, local seminars or other scientific meeting** | **Year** | **ECTS** |
| 1) |  |  |
| 2) |  |  |
| 3) |  |  |
| 4) |  |  |
| 5) |  |  |

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

* *Credits can only be obtained when the candidate has presented a poster or a talk at the meeting.* ***Participation without presentation is not credited in this category, but can be listed and credited in category 3A.***
* *Please indicate for each of the listed activities whether you presented a poster or an oral presentation.*
* *Credits obtained: 1 ECTS is obtained for the presentation or poster, which is added to the ECTS obtained for attendance (0.3 ECTS per day). So, a two-day meeting results in 1.6 ECTS.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of international symposium, workshop, or conference** | **Location** | **Year** | **ECTS** |
| 1) |  |  |  |
| 2) |  |  |  |
| 3) |  |  |  |
| 4) |  |  |  |
| 5) |  |  |  |

**c. Societally relevant exposure (0 ECTS / 1.5 ECTS)**

* *Credits can be obtained for any kind of societally relevant outreach activity. Examples include: TV / radio interview, newspaper/press article, popular science magazine article, blog, guest lecture at primary or secondary school, etc.*

|  |  |  |
| --- | --- | --- |
| **Name of the activity** | **Year** | **ECTS** |
| 1) |  |  |
| 2) |  |  |
| 3) |  |  |

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

In the Netherlands, PhD candidates are not obliged to teach. We do however encourage PhD candidates to take up some teaching activities (e.g., lecturing, supervising MSc theses). Given the value of teaching skills and experience, teaching activities are credited if personal learning outcomes are defined a-priori and can be demonstrated a-posteriori.

Teaching activities that are credited and that may be listed in the PE&RC Education Certificate:

* Lecturing: The PhD candidate has prepared and given lectures (guest lecture or lecture series). This also includes preparation of lecture and/or teaching materials.
* Supervision of practicals / tutorials provided that the PhD candidate has been involved in organisation and development of sessions and materials.
* Supervision of **research-focused BSc and MSc theses**, provided that the PhD candidate was the daily supervisor.

**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) |  |  |  |
| ***Demonstrated personal learning outcomes:*** | | | |

**b. BSc / MSc thesis supervision (0 ECTS / 3 ECTS)**

* *3 ECTS can be obtained for a 6-month BSc / 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**

You should have collected at least the minimum number of credits for each subcategory. There is no maximum as to the total number of ECTS collected and listed per subcategory, but you can only take the maximum ECTS in each subcategory along for the summation of the total number of collected credits.

|  |  |
| --- | --- |
| **Total credits (ECTS) for education, training, and teaching activities**  **(Sum of 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:

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

Approval by the Educational Committee of the Graduate School Production Ecology and Resource Conservation (PE&RC) as signed by:

Dr C. van de Vijver

(Head PE&RC PhD Programme)

Date:

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)