

# Guidelines for PhD candidates in the Department of Mathematics of Radboud University, Nijmegen

Version of 7 October 2025

**PhD representatives** Currently, the PhD representatives are Chris Pirie and Luca Pignatelli.

**Support system** Each new PhD candidate will be paired with a more senior PhD student, designated as their 'buddy,' to serve as a source of guidance and support for any questions they may have. This assignment is arranged by the PhD representatives

**Training and supervision plan** This plan is made by you and your supervisor(s) soon after that start of your job, within the first three months. It needs to be uploaded to hora finita by the PhD candidate. The training and supervision plan should be updated every year.

**Courses** There are various useful training courses for PhD candidates.

- Every year a didactic training, specifically aimed at tutoring exercise classes according to the Dutch system, will be offered to PhD candidates. This training is mandatory for PhD candidates who have not yet followed this (or a similar training) in the past. See

<https://www.ru.nl/en/staff/news/courses-for-phd-candidates-at-the-faculty-of-science>

for an overview of this and other courses.

- Every new PhD candidate has to follow a course on managing your PhD. Such a course is offered within the faculty, write to <mailto:imm@ru.nl> for more info. Alternatively you can pick one of the relevant courses in the gROW online learning environment of the Radboud University.
- There is a training/workshop about scientific integrity, organized regularly on the faculty level and irregularly on the department level. Every PhD candidate must follow this training once during the four years.
- Radboud University also offers many other interesting courses in gROW.
- For academic writing skills, we recommend the online course

<https://www.coursera.org/learn/sciwrite>

The participation in the mandatory courses has to be registered in hora finita by the PhD candidate.

**Teaching** A PhD candidate should act as a tutor for an exercise class during six semesters, typically in the first three years of the job. For PhD candidates whose contract is shared between the RU and another university or a company, the teaching requirements depend on which part of the time they work at the Radboud University.

To this end, a list of available courses will be sent around well before the start of the term. Every PhD candidate is invited to pick a course (and agree on that with the professor for that course and with his/her supervisor). PhD candidates who do not make arrangements themselves will be assigned to one of the remaining courses.

**Yearly interviews** Every year you will have one formal interview ("jaargeprek") with your supervisors. This concerns all aspects of your job.

Further, the graduate school in mathematics will invite you to an informal interview once per year, without your supervisors. That is not about research, rather about your well-being as PhD candidate.

**Basic guidelines for the thesis** Typically a PhD thesis in mathematics counts between 80 and 200 pages. Sometimes it consists of separate research papers, but that is not mandatory. For papers with multiple authors, it must be mentioned which parts you wrote. For the more formal requirements about PhD theses, see

<https://www.ru.nl/sites/default/files/2023-12/RUDoctorateRegulations2024.pdf>

For various reasons, it is important that your thesis is submitted to the manuscript committee before your job contract ends. This should be the goal.

**Questions or problems** You may contact one of the following persons:

- The board members of the graduate school of the mathematics department: Magdalena Kedziorek, Erik Koelink and Steffen Sagave.
- The confidential contact persons for PhD candidates within IMAPP: Cristina Galea and Walter van Suijlekom.
- The confidential advisors of the Radboud University by email at <mailto:vertrouwenspersonen@ru.nl>, or see

<https://www.ru.nl/en/staff/services/guidance-advice-and-complaints/confidential-advisor-staff>