

Members of the Academic Staff
PhD students and -researchers
Research Master's student
Degree programme chairmen, degree programme co-ordinators and Boards of Examiners of the Research Master's degree programmes at the Faculty of Humanities

<i>Number</i>	GW.2011/37570	<i>Date</i>	14 November 2011
		<i>Direct line</i>	071 527 1622 / 1628
<i>Subject</i>	Graduate education for Research Master's students and PhD researchers and -students; DLG-LOGOS agreement	<i>Contact person</i>	A.M. Hendriks

Dear Sir or Madam,

The Deans of the Faculties of Arts and Humanities (DLG) have reached an agreement with the national research schools (united in LOGOS, the organisation of national Research Schools) regarding the training of Research Master's and PhD students, the division of tasks and the relevant funding. With this letter, we wish to inform you about this agreement and about a number of developments in Leiden's training of PhD researchers (unless otherwise stated, the term 'PhD researchers' refers to PhD researchers employed by the University and therefore does not refer to PhD scholarship students or external PhD students).

Training and responsibilities

The local Graduate School bears the ultimate responsibility for the training of both its own Research Master's students and the PhD researchers. The Research Master's degree programmes and the institutes provide courses for, respectively, their own Research Master's students and the PhD researchers and PhD students. Leiden University offers university courses providing transferable skills, or skills that are not linked to one specific discipline. There are already a limited number of courses in this area (see <http://www.medewerkers.leidenuniv.nl/opleidingen/wetenschappelijk-personeel/promotieonderzoek/>), and these are set to increase in the coming year. The national research schools provide both disciplinary and interdisciplinary training for Research Master's students and PhD researchers and -students, mainly in the form of summer and winter schools. Different institutes organise Graduate Seminars for their own PhD researchers and -students and Research Master's students.

Courses for PhD researchers and -students

Starting in the academic year 2011/2012, PhD researchers are granted a budget ('backpack') of € 2,000 at the start of their PhD track. This budget is meant solely for financing local, national and international graduate courses. At the beginning of their PhD track, PhD researchers choose, in consultation with their supervisor, which research school they wish to be affiliated with. They send their application to the office of the relevant institute (see appendix) which is responsible for registration at the research school and the payment of the € 1,000 fee per PhD researcher. This fee can be used by PhD researchers in the first two years of their appointment to follow the basic course curriculum of the research school with which they are affiliated. If the research school has to charge extra for a summer or winter school, this will be indicated on their website; PhD researchers can pay these extra costs from the other half of their budget. The payment of the € 1,000 fee to one research school will give PhD researchers the right to follow for free extra courses at the other research schools recognised by DLG (only in consultation with their supervisor and providing they fulfil the entry requirements and meet the application deadline). All PhD researchers can spend the remaining € 1,000 on other courses in the Netherlands or abroad. PhD researchers who cannot find appropriate courses in the Netherlands may spend the entire € 2,000 budget on other courses, for instance abroad.

PhD scholarship students and other external PhD students (PhD students without an appointment) can follow courses at national research schools; they will have to pay for these courses themselves, or, if this has been agreed in advance, the institute will pay for them.

Transitional arrangements:

- For PhD researchers with an appointment which began in the period between September 2010 and September 2011, the fee is € 2,000 minus the costs already paid to a research school.

a) Courses for Research Master's students

Research Master's students can follow courses from research schools. At the start of the Research Master's programme the students choose in consultation with their study co-ordinator which research school they wish to be affiliated with. The study co-ordinator passes this application on to the office of the relevant institute (see appendix) which is responsible for registration at the research school and the payment of a € 500 fee per student. This fee gives Research Master's students the right to follow courses at the relevant research school as well as at other research schools recognised by DLG (all this still in consultation with the study co-ordinator and providing the students meet the entry requirements and the application deadline). The aim is to handle applications in bulk once or at maximum twice a year (September and February), so that the research schools know in time how many participants they can expect. The courses followed by Research Master's students at the research schools count within their own programme (as free electives). Every Research Master's student must be registered with a recognised research school, and the faculty owes a fee to the research school for each Research Master's student. It is, however, not compulsory for a Research Master's student to follow courses at a research school.

Transitional arrangements:

- For Research Master's students who began in 2010-2011, the fee that must be paid to the research school of their choice for the year 2011-2012 is € 250.

Other agreements

Each year the research schools provide courses worth *at least* 5 ECTS for Research Master's students and 10 ECTS for PhD students. Furthermore, the courses are matched to the number and diversity of the students enrolled and PhD students as well as to the available budget.

The research schools with DLG accreditation receive a fixed and normative fee for office and management costs according to an agreed allocation model.

Staff members who provide a full course within the scope of this national training can claim this teaching as part of their teaching contribution. The institutes take this contribution into account in the distribution of the teaching load among the staff members. The institutes can set a maximum per year for the amount of national teaching contribution they are prepared to take into account.

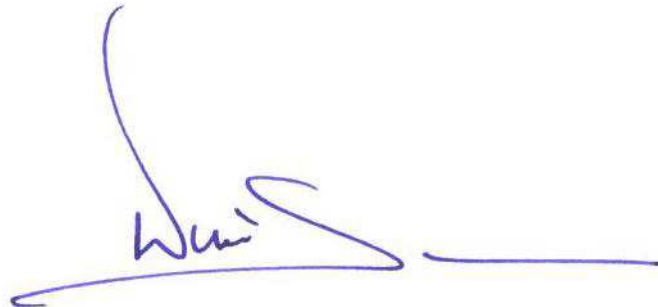
The Teaching and Examination Regulations of the Research Master's degree programmes state that the students are allowed to follow training from the research schools' national courses and that the credits that this results in are recognised by the degree programme and its Board of Examiners.

Information and enrolment

You can find references to the national courses available at <http://hum.leidenuniv.nl/onderzoek/onderzoekscholen/onderzoekscholen.html>. The research schools will always plan and publish their courses two years in advance.

You can contact the Management and Policy Department (BBO) (Ms A.M. Hendriks, ext. 1322) or the Faculty Office's Financial Department (Ms M.J.M. van der Arend, ext. 2406).

Yours faithfully,
on behalf of the Faculty Board of the Faculty of Humanities,

A handwritten signature in blue ink, appearing to read 'H.W. van den Doel', followed by a horizontal line.

H.W. van den Doel,
Dean

Enclosure: Overview of degree programme co-ordinators and contact persons for the Institutes

N.B. The agreement between DLG and LOGOS can be found at <http://www.hum.leidenuniv.nl/onderzoek/onderzoekscholen/onderzoekscholen.html>

Study co-ordinators and contact persons for PhD researchers and -students and Research Master's students for registering for the courses of the national research schools

Research Master's Programme	Study co-ordinator
African Studies	Ms dr. A. Amha
Area Studies	Ms N.A.N.M. van Os
Classics and Ancient Near Eastern Civilizations	* for the tracks 'Classics' and 'New Testament and Early Christian Studies': Ms J.K. Bosscher, MA * for the tracks Assyriology, Egyptology and Hebrew Bible Studies: dr. M. Baasten
History	Dr. P.J.J. Meel
Latin American and Caribbean Studies	Ms drs. M.M. Delver-de Baan
Linguistics	Ms dr. G.J. Rowicka
Study of Art and Literature	Dr. B.P.M. Dongelmans
Religious Studies	Ms dr. E.P. den Boer

To register at the following research school please contact	contact person
ARCHON, Interuniversitaire Onderzoeksschool Archeologie	Archeologie	Mw dr. R.A.G.F.M. Manning
Huizinga Instituut	LUICD or History	Ms dr. K.J.J. Korevaart or dr. P.J.J. Meel
LOT, Landelijke Onderzoeksschool Taalwetenschap	LUCL	Ms drs. G.C. Hakker-Prins
NICA, Netherlands Institute for Cultural Analysis	LUICD	Mw dr. K.J.J. Korevaart
NISIS, Nederlandse Interuniversitaire Onderzoeksschool voor Islamstudies	LIAS	Dr. R.B.P.M. Busser
NOSTER, Nederlandse Onderzoeksschool voor Theologie en Religiewetenschap	Religious Studies	Dr. J. Magliano-Tromp
NOV, Onderzoeksschool Genderstudies	LUICD	Mw dr. K.J.J. Korevaart
N.W. Posthumus Instituut	History	Dr. P.J.J. Meel and Ms J. Birker-van Herten
OIKOS, Onderzoeksinstituut Klassieke Oudheid Studiën	LUICD	Ms dr. K.J.J. Korevaart
Onderzoeksschool Ethiek	Philosophy	Dr. J.B.M. van Rijen
Onderzoeksschool Kunstgeschiedenis	LUICD	Ms dr. K.J.J. Korevaart
Onderzoeksschool Literatuurwetenschap	LUICD	Ms dr. K.J.J. Korevaart
Onderzoeksschool Mediëvistiek	LUICD or History	Ms dr. K.J.J. Korevaart or dr. P.J.J. Meel
Onderzoeksschool Politieke Geschiedenis	History	Dr. P.J.J. Meel and Ms J. Birker-van Herten
RMeS, Onderzoeksschool Mediastudies	LUICD	Mw dr. K.J.J. Korevaart