

THE POSTHUMUS TRAINING PROGRAM 2010-2011

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1. Introduction

The N.W. Posthumus Institute is the Research School for Economic and Social History in the Netherlands and Flanders, including research focusing on non-Western history, world history and social-cultural history. The Institute is named after Prof.dr. Nicolaas Wilhelmus Posthumus (1880-1960), the first professor to hold a chair in economic history in the Netherlands. He was the initiator of an impressive number of institutions, which today still contribute prominently to historical research, such as the International Institute for Social History (IISH) in Amsterdam.

The Posthumus Institute was founded in 1988 as an interuniversity training program for Dutch PhD students. In 1994, the collaborating universities decided to turn the existing organization into an Interuniversity Research Institute. In the same year the Royal Netherlands Academy of Arts and Sciences (KNAW) accredited the Institute formally as Research School for a period of five years. Most Flemish universities joined the Posthumus Institute in 2002.

The Institute for History of Leiden University houses the administrative office of the N.W. Posthumus Institute since January 1st, 2010. At this moment, fifteen faculties cooperate in the Posthumus Institute: three Belgian faculties, ten Dutch faculties, the International Institute of Social History in Amsterdam and the Centre of Social History of Limburg in Maastricht. The participating faculties and organizations pay an annual contribution since 1993 in order to finance the PhD program and research activities.

At this moment around 240 PhD students have completed the training for researchers of the Posthumus Institute. A survey of the current projects being undertaken by the young scholars of the Institute can be found at the Posthumus website.

PhD students of the faculties or historical institutes participating in the Posthumus Institute can, and usually will, take part in the research training of the Posthumus Institute and remain a member of the Institute up until the completion of their dissertation. PhD students from non-participating institutions can join the program, but have to pay a fee. The PhD program starts October 1st. Please see chapter 3 for more detailed information.

Internationalisation was a priority of the Institute from the start. In 1990, the Posthumus Institute took the initiative to create a European network for postgraduate research training. The network is called ESTER: European graduate School for Training in Economic and social historical Research. Around 50 European universities belong to this network, which organizes the yearly Research Design Course for starting PhD students and Advanced Seminars for PhD students further along their research.

There is no sharp dividing line between schooling and research. The integration of young and established researchers is important according to the Posthumus philosophy. The Posthumus Institute is not only a training network, but also an environment where researchers interact and cooperate. In order to facilitate such interaction, the Posthumus Institute has constituted six research programs.

2. The Research Programs of the N.W. Posthumus Institute

a. Economy and society of the Low Countries in the Pre-industrial Period

<http://www.lowcountries.nl/>

Directors: Prof.dr. B. Blondé (Antwerp) bruno.blonde@ua.ac.be and Dr. O. Gelderblom (Utrecht) oscar.gelderblom@let.uu.nl

b. Drivers and Carriers of Globalisation: Technology, economics and business in transnational and comparative perspective

Directors: Dr. E.H.P. Frankema (Utrecht) e.frankema@let.uu.nl and Dr. Ir. E.B.A. van der Vleuten (Eindhoven) e.b.a.v.d.vleuten@tm.tue.nl

c. People, Space & Places in History

<http://www.rhi.wur.nl/uk/psp/default.htm>

Directors: Prof.dr. M.G.J. Duijvendak (Groningen) m.g.j.duijvendak@rug.nl and Dr. A.J. Schuurman (Wageningen) anton.schuurman@wur.nl

d. Evolution of national business systems

<http://www.bintproject.nl/>

Directors: Prof.dr. K. Sluyterman (Utrecht) keetie.sluyterman@let.uu.nl

e. Life-course, family and labour

Directors: Prof.dr. Isabelle Devos (Ghent) Isabelle.Devos@UGent.be, Prof.dr. Th. Engelen (Nijmegen) th.engelen@let.ru.nl and Dr. J. Kok (IISG) jko@iisg.nl

f. Social History of Communities

Directors: Dr. M.P.C. van der Heijden (Amsterdam) m.p.c.van.der.heijden@let.leidenuniv.nl, Prof.dr. M. van Leeuwen (IISG) mle@iisg.nl and Dr. Griet Vermeesch (Brussel) Griet.Vermeesch@vub.ac.be

3. The PhD program of the N.W. Posthumus Institute

3.1 The aims

With its PhD training, the N.W. Posthumus Institute aims at contributing to a successful completion of the individual dissertation projects in the domain of Economic and Social History. The success of a project is determined by an excellent dissertation and promotion within an acceptable period. Normally, projects are designed to be completed in four years. The N.W. Posthumus Institute also hopes to contribute to the formation of new generations of researchers and teachers, who guarantee the progress of the discipline.

In first instance, the Institute wants to realize these aims by enlarging and deepening the knowledge of economic or social history which was taught to the PhD students during their Bachelor and Master studies. The background knowledge of PhD students differs. The PhD

students are the scholars of the future. Therefore, a broad knowledge of the field is important in order to contribute both to the scientific progress within the field of economic and social history in general and in order to successfully transfer knowledge to students and the general public within and outside academia.

Secondly, the Posthumus Institute hopes to support PhD projects by encouraging PhD students to write and present their projects from the start. The PhD students are expected to write a series of papers, which will be presented and criticized during seminars.

The individual projects form the main focus of the Posthumus program. The training mainly invests in furthering the development of the starting PhD students and enabling them to continue as independent and self-confident researchers.

Finally, the Posthumus Institute intends to realize its aims by integrating the PhD students in the community of Dutch and Flemish historians specializing in Economic and Social History and by stimulating the PhD students to engage in international activities (the Research Design Courses and Advanced Seminars of ESTER, summer schools, conferences) and become part of international networks.

3.2 The general structure of the PhD program of the N.W. Posthumus Institute

3.2.1 Basic training and advanced training

The PhD program of the N.W. Posthumus Institute covers the entire period of the dissertation project. In practice, the program of the Posthumus Institute focuses on the first three years of the project. These three years can be divided into two parts: the basic training, roughly the first year, and the advanced training, which is almost entirely tailor-made to suit the individual interests and requirements of the PhD student. The basic training phase consists of three seminars in the course of the first year: the *Research Colloquium*; *Work in Progress*; and the *Research Design Course*.

The basic training of the N.W. Posthumus Institute entitles the PhD student to the N.W. Posthumus Diploma; the advanced training for the N.W. Posthumus Institute Research Certificate.

The Posthumus Institute keeps an individual dossier of each PhD student. PhD students are required to inform the office both of their study plans and their activities. Students who want to shape their advanced training differently, can in principle do so, but should inform the Program Director of the Institute beforehand and get her consent.

3.2.2 The Bachelor-Master structure

PhD students are mainly recruited from Research Master graduates, although formally graduates with a regular Master of Arts are also eligible to become a PhD student. In the near future the Posthumus Institute (and other National Research Schools) will be involved in the Research Masters' curriculum and offer specific courses on the topic of Economic and Social History. In 2012 the Posthumus Research Master will attempt to shape this contribution in the Research MA-phase by offering a coherent package of three research seminars, in respectively Leiden (UL), Utrecht (UU) and Amsterdam (VU and UvA).

Advanced Research Master students can be admitted to the Posthumus *Research Colloquium*, given the fact that they will spend part of their second year writing a research proposal.

4. Important institutions for PhD students of the N.W. Posthumus Institute

The Examination Committee

The board of the N.W. Posthumus Institute has assigned the Examination Committee with the task to supervise the PhD program. The committee decides upon admission and whether PhD students qualify for both the N.W. Posthumus diploma and the certificate. The committee also decides upon individual arrangements, such as for example the qualification cum laude. Members of the examination committee are: dr. B. Gales (chair), prof. dr. H. Greefs and dr. L.J. Touwen. PhD students can request the examination regulations at the office of the Institute. These regulations describe the procedures to be followed in case PhD students do not agree with a decision and want to appeal.

Program Director

The Program Director is responsible for the PhD program on behalf of the N.W. Posthumus Institute. The Program Director is dr. A Schmidt (a.schmidt.1@hum.leidenuniv.nl). PhD students can contact her in matters related to their schooling and initial career as researcher, both during the basic year and afterwards.

The Education Committee

The Education Committee evaluates the PhD program. This committee discusses practice and alternatives with the program director. It can advise the board on changes in the curriculum and recommend new initiatives. The committee consists of fellows of the Institute and the two PhD representatives. Members of the committee are: drs. D. Klein Kranenburg, prof.dr. L. Lucassen, dr. T. de Moor, drs. J. Puttevils, prof. dr. P. Scholliers (chair), dr. B. Wubs.

The PhD council

Every PhD student of the Posthumus Institute is member of the PhD council. The PhD council selects the two PhD representatives, who advise the board of the Institute. The council discusses all matters relevant for the PhD students. The council meets yearly, usually during the PhD conference. The PhD representatives chair the PhD council. PhD representatives are currently: Diederick Klein Kranenburg (Leiden University) en Jeroen Puttevils (University of Antwerp).

The ESTER network

Internationalisation is a priority of the Posthumus Institute and international activities figure prominently in the PhD program. The international Research Design Course is the third seminar in the basic training of the Posthumus Institute in which also students and experts from other countries than Belgium and the Netherlands participate. Formally, this course is organized by the ESTER-network, the European graduate School for training in Economic and social historical Research.

The ESTER-network also organizes Advanced Seminars, seminars intended for advanced PhD students. These seminars focus upon a particular, rather restricted domain of research.

5. Registration and Admission of postgraduates

PhD students interested in joining the N.W. Posthumus Institute can apply for admission. They must send a request to the Program Director of the Posthumus Institute, taking into consideration the time limits for registration. Appendix A is the form to be used for this request. It should be filled in completely and be at the office of the Institute no later than 1 October 2010.

Requirements for admission are:

- candidates should have a relevant Master's (or 'doctorandus') degree. The Examination Committee decides which preparatory training is necessary to qualify for admission to the Posthumus Institute.
- candidates should be formally assigned to a PhD project. Aio's, oio's or scholarship students ('bursaal') qualify as such. A candidate who did not go through such a formal procedure of selection, can only be admitted if the promoter sends a written statement confirming that this postgraduate has the expertise to attend and complete the Posthumus curriculum with success.

External candidates – postgraduates from faculties not represented in the N.W. Posthumus Institute will be charged a fee of € 750 per year.

PhD students of the N.W. Posthumus Institute have to follow the entire curriculum. External candidates can compose a program in consultation with the Program Director.

The cohort of PhD students entering the curriculum will normally consist of about 15 students. If the number of applicants surpasses this number, the Examination Committee can make a selection.

The Examination Committee can grant dispensations for obligatory parts of the curriculum. Requests for exemptions should be sent to the office of the N.W. Posthumus Institute, directed at the Program Director, prior to the start of the curriculum.

6. The PhD program of the N.W. Posthumus Institute

6.1 The basic training

The basic training of the N.W. Posthumus Institute entitles the PhD student to the N.W. Posthumus diploma, if the PhD student has met the following requirements:

- He/she submitted a study plan at the beginning and brought it up to date before the first year's appraisal
- He/she participated actively in the three seminars of the basic training program
- He/she has written and presented the required papers for these seminars
- He/she has been present at the first year's evaluation and supplied the required information

6.1.1 Seminar 1: The Posthumus Research Colloquium: my project in a nutshell

The new cohort PhD students get to know each other and their projects during the Research

Colloquium, a seminar lasting one or two days. In addition to PhD students who recently embarked upon their project, the seminar can also be attended by Research Master's students who are close to writing a PhD proposal or application of funds. The seminar provides a forum to present initial ideas and get feedback from both other starting researchers and two senior Posthumus fellows. Prior to the meeting every participant writes a short research note about the historiographical background and the substance of his/her project. The aim is to position the project in the academic debate. Research Master's students can describe the essence of the project-proposal they are writing and, if relevant, discuss the links between their Master's thesis and the planned PhD project. Participants will read and discuss each others notes.

When: 15-16 November 2010

Deadline research note: 31 October 2010

Preparation: about 0.5 week

Attendance: one or two days

ECTS: 1 (1 ECTS 28 hours)

6.1.2 Minor Paper and Seminar 2: Work in Progress

The *Minor Paper* gives a first substantial discussion of the PhD project. The PhD student positions his/her project in the historical and other relevant debates, gives insight in his/her ambitions, formulates a central research question and the sub-questions he/she thinks are relevant, discusses the methodologies and techniques, statistical or otherwise, and the structure of the book (10-15 pages A4). The Minor Paper is presented during seminar 2: Work in Progress. The Minor Paper should be written in English.

Seminar 2 lasts two days. Each PhD student will present and defend his/her minor paper. Every participant will also be discussant of the minor paper by another PhD student. A senior researcher, usually one of the fellows of the Posthumus Institute (but external experts are an option too) will give a second comment on the minor paper.

In the minor paper the PhD student explains the content, the approach and the envisaged methodology of the project. He/she may also address the current evolution of the relevant field and the theoretical or methodological issues which dominate recent debates, provided these are germane to the project.

Participants of Seminar 2 read the minor papers of all other participants and take part in the general discussion. Every one will referee one paper specifically. If they see fit, experts can assign some reading material for the participants. The Program Director of the Posthumus Institute or a substitute will be present during the seminar.

Deadline Minor Paper: 15-3-2011

ECTS: 4

Seminar 2: Work in Progress

When: 14-15 April 2011

Preparation: one week

Attendance 2 days

ECTS: 2

6.1.3 Major Paper and Research Design Course

The Major Paper provides an advanced discussion of the PhD project. It evaluates the major choices made structuring the research and the thesis to produce. It also justifies these choices in the light of good academic practice. The major paper thus gives; a well-founded formation of the research question and sub-questions, the expected answers, the methods to be used, the steps to be taken doing research, the timing, the required information, and the (provisional) structure (chapters) of the thesis. The Research Design Course invites to reflect upon issues discussed in the theory of science literature: the scientific ambitions, the perspectives adopted and rejected, problems combining theory and empirical investigation etc. It is expected that such issues, selected upon relevance for the particular project, are included in the major paper after studying the literature of the Research Design Course. The major paper will result in a draft version of the first chapter of the dissertation. It includes a substantial introduction to the project, and a dissertation plan. The paper, 20-25 pages, is written in English.

The Research Design Course is an international seminar lasting three to five days. The Research Design Course is coordinated in the Netherlands by dr. T. de Moor, Utrecht University. At the Research Design Course the Major Papers are presented by their author and discussed by participants and invited experts.

The Research Design Course brings together Dutch and Flemish PhD students of the Posthumus Institute with PhD students from all over Europe. That is why this course is organized by the ESTER-network and its partners. They bring together an international team of well qualified historians. During the seminar, PhD students will present their major paper. Furthermore, each participant will referee the paper of another participant. Usually, the Research Design Course works with parallel groups. The participant will read all the papers of their group and prepare the general discussion of each paper. Participants are also asked to study the recommended literature in advance.

Deadline Major Paper: one month before the RDC

ECTS: 5

Research Design Course:

When: t.b.a.

Preparation: one week

Attendance: 3 or 4 days

ECTS: 3

6.1.4 The individual assessment

The basic training ends with an individual assessment. Two fellows of the Posthumus Institute will assess, together with the PhD student and his/her promoter, the first year of the PhD project and the expectations concerning the remainder of the project. The major aim is to assess whether the PhD project is likely to be completed as planned in time. Problems and possible solutions can also be discussed. If the fellows conclude after the assessment that the PhD student will in all likelihood finish the Posthumus training with a dissertation, then the student will qualify for the Posthumus diploma, provided he has fulfilled all the other requirements of the basic training. If the fellows conclude that the PhD is unlikely to complete his/her project, membership of the

Posthumus Institute will end after consultation of the Examination Committee.

The individual assessments will take place on one day and each will last about one hour. The postgraduates will produce three short notes beforehand.

- First, a short note, the RDC reconsidered, in which they will look back at the Research Design Course, and discuss not only what was said, but particularly what the PhD intends to do with the criticisms and suggestions. This can be condensed in a (brief) dissertation plan, summarizing aim, the research question(s), the expected outcome, the chapters and a planning over time. (maximum 5 A4)
- Secondly, the lay-out of the paper or article the PhD is planning to write after the basic training. (1 A4).
- An updated study plan, detailing the activities planned during the second year and with concise information about the later years. (max 2 A4)

When: October 2011

Preparation 1 week.

ECTS: 1,5

6.2 Planning training basic year 2010-2011 (preliminary)

01-10-2010	deadline registration
31-10-2010	deadline introduction of the research project: a brief note
15/16-11-2010	The Posthumus Research Colloquium: seminar 1
15-03-2011	deadline Minor Paper
14/15-04-2011	Work in Progress: seminar 2
---05-2011	PhD conference in Antwerp
-- -07-2011	deadline Major Paper
-- -11-2011	Research Design Course
Mid-December 2010	End of first year assessment

6.3 The activities after the basic training

6.3.1 The advanced training

The basic training is followed by an individual curriculum. This advanced training aims at assisting the PhD student to position him/ herself as an autonomous and known colleague among the national and international community of researchers in Economic and Social History and other relevant disciplines. The Posthumus Institute assumes that the PhD students participate in the research school on an individual basis and designs his/her own curriculum with the following elements:

- participation in 2 Masterclasses
- participation in the annual PhD conference: PhD students in their in the 2nd year will act as referees; PhD students in their 3rd year present their research results during the conference.

- publication of at least one article in a national or international refereed journal, such as *Tijdschrift voor Sociale en Economische Geschiedenis*, or presentation of at least one paper during a major international conference, such as the World Economic History Congress, the European Social Science History Conference, the meeting of the Society for the History of Technology (SHOT) etc. In order to stimulate the publication, the Posthumus Institute will organize a meeting (or series of meetings) at the end of the second year or the beginning of the third, where PhD students will present their manuscripts. Experts or editors of journals will be present to comment. This meeting is obligatory.

PhD students can shape their advanced training differently, but should confer with the Program director beforehand.

The elements mentioned above constitute a minimum level of advanced learning. PhD students can participate in Posthumus activities such as Masterclasses or Advanced Seminars as much as they want. They can also participate in workshops and other activities organized by the research programs of the Posthumus Institute.

The PhD students are required to send the article or paper and additional documentation to the office of the Posthumus Institute. They also should inform the office of their participation in a Masterclass or activity substituting for this requirement. A copy is sufficient if the graduate school or the faculty requires a listing of such activities.

A PhD student qualifies for the Posthumus Research Certificate if he/she has fulfilled the requirements specified above. PhD students are suggested to plan Masterclasses and write an article/paper during their second and third year, so that the certificate can be granted well before the end of their project and they can concentrate upon finishing their thesis.

6.3.2 Masterclasses

The departments of Economic and Social History or the directors of the research programs of the Posthumus Institute organize Masterclasses.

A Masterclass is staged around a well known, usually foreign expert who visits Belgium or the Netherlands. A small group, up to 5 PhD students, will have the opportunity to interact intensively with the ‘master’. The projects of the participants are the point of departure. Participants therefore will write a paper about their research and the problems they experience. The research of the master him/ herself can be raised during the class. Even though each Masterclass can be ‘tailor made’, a lecture or a seminar where visitors present their papers is not a Masterclass.

The expertise of the master defines the content of a Masterclass. The PhD students must assess themselves whether they can profit from a particular Masterclass. The Institute welcomes initiatives of PhD students to organize Masterclasses and will offer financial support.

A Masterclass may be substituted by an Advanced Seminar to meet the requirements for the advanced training.

ECTS 2

6.3.3 ESTER Advanced Seminars

ESTER, the European Graduate School for Training in Economic and social historical Research, occasionally organizes Advanced Seminars around a particular domain of research, intended for advanced PhD students.

PhD students reacting to an international call will be brought together with a number of international experts. These will discuss exhaustively the papers and presentations of the PhD students. The Advanced Seminars will be advertised on the website of the Posthumus Institute. A Masterclass may be substituted by an Advanced Seminar to meet the requirements for the advanced training.

ECTS 4

6.3.4 The PhD conference

The PhD representatives organize a PhD conference every year, usually in spring time. During this conference third year PhD students will present their project and in particular the results of their research two years after the Research Design Course. The PhD students are asked to submit a paper, which will be distributed to the participants. Each paper will be refereed by both a second year PhD and a senior fellow of the Posthumus Institute or another expert. The second year PhD students act as referees during this conference. The first year PhD students are expected to attend the conference.

ECTS 2

6.3.5 The research programs

The research conducted by the senior fellows of the Posthumus Institute is grouped in six programs (see Chapter 2). The PhD students are expected to join one of the programs. They are expected to the research director(s) of the program they are interested in. The institute invites the postgraduates to take part in the conferences or other activities organized by their group. They also can and should suggest group activities with value added to their projects.

6.3.6 External activities

Some departments of Economic and Social History organize postdoctoral workshops or seminars, where papers are presented and debated or lectures given. The convenors of these workshops can give more information.

- Seminars Economic and Social History 2010-2011, Groningen
A working party organizes regular seminars on a range of different topics related to Economic and Social History, presented by renowned experts.
Further information: Richard Paping: r.f.j.paping@rug.nl or 050-3637252
- ESG Seminar (University of Utrecht):
The department of Economic and Social History of the University of Utrecht organizes each year two series of seminars, one in the spring and one in the fall. Papers on a range of different topics related to Economic and Social History, from antiquity to recent times,

are presented by scholars from within and outside the Netherlands.

If you wish to participate, to be included in the mailing list or for more information, please contact < e.frankema@uu.nl > for the seminars of 2010-2011

Further information: <http://www2.let.uu.nl/Solis/ogc/ESGseminars/>

- Seminar Economic History before 1850 (International Institute of Social History, Amsterdam) contact: prof. dr. Karin Hofmeester, kho@iisg.nl
- Seminars Social and Economic History
Vrije Universiteit Amsterdam, Faculty of Arts, Department of History, Economic and Social History.
Further information: prof.dr. C.A. Davids, ca.davids@let.vu.nl

The website of the Posthumus Institute (www.hum.leiden.edu/posthumus) gives information about meetings, courses and conferences. Information is also mailed electronically the Posthumus newsletter to the members of the institute.

The Posthumus Institute cannot aspire to provide complete information. PhD students should be attentive, for example, to the summer schools organized by GlobalEuroNet (www.esf.org/globaleuronet) or the European Business History association (www.ebha.org). The number of temporary, international research groups is increasing rapidly, such as G&WB-net (Gender and Well-Being; interactions between work, family and public policies) (www.ub.es/tig/GWBNet) or the Tensions of Europe group for those interested in technology and its societal embeddedness (www.tensionsofeurope.eu). See also www.histech.nl for the Foundation of the History of Technology).

PhD students themselves have to look around and see which ones are interesting and which ones are not. The website of the International Institute of Social History (IISG in Amsterdam) (www.iisg.nl) distributes information on international activities. Likewise, EH.net (www.eh.net) is informative. A valuable site, but in German and focused upon that country is HSoz-u-Kult: <http://hsozkult.geschichte.hu-berlin.de>.

Other research schools than the Posthumus Institute can offer specialized courses which may be of interest for individual PhD students, such as

- the Huizinga Institute, Research School for Cultural History (<http://www.huizingainstituut.nl/>)
- the Research School of Medieval history (www.medievistiek.nl). See also the on line Initiative for medieval studies Reti Medievali (www.retimedievali.it)
the Network for General and Quantitative Economics (NAKE) (www.nake.nl)
- the Tinbergen-Institute (www.tinbergen.nl)
- the Research school Science, Technology and Modern Culture (WTMC) (<http://www.wtmc.net/>)
- the Dutch research School of Women Studies (NOV) (<http://www.genderstudies.nl/index.php?pageid=52>)

Local graduate schools and or faculties might organize useful courses. The NW. Posthumus Institute does not organize courses for improving general skills, like academic writing in English

or ICT competences. For these are well covered locally.

An initiative which might be interesting from a ‘social’ perspective is: www.graduatejunction.com. The idea behind this initiative is to link international graduate researchers with similar interests. The organization is still in its first stages of formation.

6.3.7 Life after promotion

It is also important that PhD fellows orientate themselves upon their careers after their promotion. The numbers of those who will continue in academia are limited. The Posthumus Institute assumes that the local graduate schools or faculties undertake initiatives to smooth the entry of PhD students into non-academic jobs. The fellows are the first ones to help in applying for postdoc funding. If there is a need, the Posthumus Institute will facilitate a collective effort, for example a ‘how to apply’ meeting. The PhD students should not overlook NWO-Talentclasses, an initiative of the Dutch Research Council aiming at PhD students ending their project and considering their next steps.

Archiving and making accessible to others of data created during PhD projects is an underrated facet of such projects, though data-hubs are rapidly becoming more popular. PhD students should consider what can and should be done with the information they collected with so much effort and ponder the possibility that valuable information is lost if they continue their career outside science. Accessibility of their data to others is one side of the coin, the other is knowledge about data produced by others in the past or in other fields of research. DANS, Data Archiving and Networked Services (<http://www.dans.knaw.nl>) is an important and valuable institution for researchers. See also their newsmagazine E-data & Research <http://www.edata.nl>.

Appendix A

Request to be admitted to the PhD training of the N.W. Posthumus Institute

To be send to the Office of the N.W. Posthumus Institute, University Leiden, Faculty of Humanities, P.O. Box 9515, 2300 RA Leiden

Or by e-mail to: nwp@hum.leidenuniv.nl

NB Send accompanying e-mail by supervisor if no scanned signature is included.

Note: the following data provide information used in documents and statistics of the N.W. Posthumus Institute. The information must be complete and accurate.

Please fill in this form using the computer, not by hand!

1. The researcher

name:

first names, all and in full:

abridged forename:

m / f:

date of birth:

place of birth:

address:

postal code:

phone (private):

status: aio/oio/other:

exact date of appointment/begin scholarship:

exact terminal date of appointment/scholarship:

weight of appointment (fte):

employed by:

university:

faculty:

visiting/work address:

postal address:

phone (work):

e-mail:

2. The supervisor

name:
address:
postal code:
phone (private):
phone (work):
e-mail:

If more than one promoter, give the corresponding information on a separate sheet

3. The PhD project

provisional title of the project:

4. Qualifications

a. Master's (drs) exams:

University	Year	Department
.....
.....
.....

note: add a copy of the diploma or certificate

b. the subjects examined for the Master's title:

note: submit a copy of the list of subjects

c. topic of the Master's Thesis:
(title and a short description)

5. Questions to be filled in by the applicant

a. the request implies that you will follow the full program, both the basic training and advanced training; if that is not the case, state so and elucidate:

b. which exams (or subjects) do qualify you for entry? (indicate also dates and scores), see also this brochure, p. 5.

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-
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c. did you follow one or two Survey Courses or do you qualify for dispensation (did follow an equivalent)?

d. do you apply for a dispensation in the curriculum of the institute? if so, which elements and why:

6. The undersigned requests the board of the Posthumus Institute to admit him/her to PhD training and allow him/her to qualify for the Posthumus diploma and the Posthumus certificate.

.....
place

.. ..
date

.....
signature

7. Seen by (supervisor):

.....
place

.. ..
date

.....
signature supervisor

To be send in with:

- a copy of the project description, applying for aio/oio funding
- photocopy or photocopies of diploma(s)
- photocopy of the subjects examined
- passport photo