###### Naturalis_logo_staand enkel logo GO/NO-GO INTERVIEW

Goal: To determine whether the PhD candidate shows to have the capacity to complete the PhD thesis in time with a qualitatively good thesis and therefore can continue with the PhD research, or has to stop after 1 year.

This Go / No go interview is part of the formal Naturalis development evaluation cycle.

When: The Go / no go interview should take place in month 10 after the start of your PhD track. If the PhD candidate needs to extend the visa for the Netherlands, this interview should take place before month 9, in order to arrange the visa extension procedure in time.

Who should be present: PhD candidate, daily supervisor, (co)promotor(s), and Scientific Director responsible for career development. In case the promotor considers the presence of the group leader and/or other supervisors relevant, they can be invited as well.

Contents of the meeting:

1. Before the meeting, the PhD candidate and daily supervisor complete the second page of this Go / no go form (item 1-3), and send this to the promotor and Scientific Director.

2. At the start of the meeting, the PhD candidate gives a presentation (10-15 min) to give an overview of the results obtained in the first year, and of the plans to complete the thesis.

3. The results and plans for the rest of the PhD track will be discussed.

4. Based on the evaluation by the daily supervisor, (co)promotor(s) and Scientific Director, and the comments of the PhD candidate, the promotor decides whether a ‘Go’ or ‘No go’ will be given.

5. In case a ‘Go’ is given, also an annual report and the planning of the coming period has to be discussed.

A written report of this Go / No go interview has to be signed, and sent to RCO (Vondellaan, 6th floor).

**1. General**

|  |  |
| --- | --- |
| Name PhD candidate |  |
| Name Daily supervisor |  |
| Name Promotor |  |
| Name Scientific director (responsible for career development) |  |
| Date interview |  |

2. What still to know/arrange

(think about: output, education, external orientation, collaboration in-/externally, way of support by supervisor, arranging periodical discussions with supervisor, coaching, etc.).

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|  |

3. Results of last year (compared to Education and Supervision Plan)

|  |  |
| --- | --- |
| 1. | Research: |
| 2. | Education (received): |
| 3. | Teaching (given):  |
| 4. | Scientific collection management: |
| 5. | Miscellaneous: |

**4. Evaluation of elements in the progress of PhD research**

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| Evaluation codes:1. Unsatisfactory: on the whole, the PhD candidate has not complied with the job requirements (substantive requirements and competencies, including behaviour and attitude) and/or has not realised the performance objectives at all.
2. Reasonable: on the whole, the PhD candidate has complied with some job requirements (substantive requirements and competencies, including behaviour and attitude) and/or has realised some performance objectives (including development).
3. Good: on the whole, the PhD candidate has complied with the job requirements (substantive requirements and competencies, including behaviour and attitude) and has realised all performance objectives (including development).
4. Very good: on the whole, the PhD candidate has complied with all job requirements (substantive requirements and competencies, including behaviour and attitude) and has exceeded multiple performance objectives (including development).
5. Excellent: on the whole, the PhD candidate has complied with all job requirements (substantive requirements and competencies, including behaviour and attitude) and has significantly exceeded all performance objectives.
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| **Elements** | **Evaluation code** |
|  | **1** | **2** | **3** | **4** | **5** | **n.a.** |
| 1. Fluency in English (oral and written)
 |  |  |  |  |  |  |
| 1. Knowledge level
 |  |  |  |  |  |  |
| 1. Rate at which knowledge is assimilated and put into scientific practice (Learning curve)
 |  |  |  |  |  |  |
| 1. Capacity to place own research in a wider scientific framework
 |  |  |  |  |  |  |
| 1. Interpretation of information
 |  |  |  |  |  |  |
| 1. Planning, management and organization of PhD project
 |  |  |  |  |  |  |
| 1. Study of literature
 |  |  |  |  |  |  |
| 1. Productivity

 a. Progress with project proposal b. Posters / Presentations |  |  |  |  |  |  |
| 1. Teaching duties
 |  |  |  |  |  |  |
| 1. Progress education activities as stipulated in the TSP
 |  |  |  |  |  |  |
| 1. Documentation of results
 |  |  |  |  |  |  |
| 1. Oral presentations
 |  |  |  |  |  |  |
| 1. Problem-solving capacity
 |  |  |  |  |  |  |
| 1. Independence
 |  |  |  |  |  |  |
| 1. Initiative
 |  |  |  |  |  |  |
| 1. Creativity and inventiveness
 |  |  |  |  |  |  |
| 1. Capacity to synthesize concepts
 |  |  |  |  |  |  |
| 1. Involvement in the group
 |  |  |  |  |  |  |
| 1. Professional relationship with colleagues
 |  |  |  |  |  |  |
| 1. Any other relevant remarks:
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**5. Evaluation of the PhD period as a whole by Daily supervisor, Promotor and Scientific director (responsible for career development)**

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| **Conclusion** **Evaluation code: 1 / 2 / 3 / 4 / 5** |

**6. Comments by the PhD candidate**

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**7. Conclusion Promotor**

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| **Conclusion:** Go / No go **Motivation:** |

In case a ‘Go’ is given, also fill in the objectives of the coming period.

8. Work - and result agreements next year(s) (SMART\*)

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| --- | --- |
| 1. | Research: |
| 2. | Education (receiving): |
| 3. | Teaching (giving):  |
| 4. | Scientific collection management: |
| 5. | Miscellaneous: |

\* SMART: Specific, Measurable, Acceptable, Realistic, Time-dependent

**9. Other agreements/remarks**

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**10. Signatures**

|  |  |  |
| --- | --- | --- |
| **Function** | **Name** | **Signature and date** |
| Promotor |  |  |
| Daily Supervisor |  |  |
| Scientific Director (responsible for career development) |  |  |

**11. PhD candidate has taken notice of the content of this document**

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| --- |
| Name PhD candidate:Date:Signature: |