

Agreement on Academic Supervision and Intellectual Property Rights in Doctoral Education at NTNU

This Agreement must be entered into for all PhD candidates at NTNU. The Agreement regulates academic supervision and intellectual property rights. By signing the Agreement, the supervisor(s) commit to conducting supervision in accordance with the requirements of the PhD regulations Section 8 and any supplementary faculty guidelines. The PhD candidate shall fulfill their obligations pursuant to the Agreement. The duration of the Agreement corresponds to the period the candidate is enrolled in a PhD programme at NTNU. The Agreement ceases to apply if the PhD education is voluntarily or forcibly terminated before the agreed time.

This Agreement applies to:

Candidate name	Department	Faculty	PhD programme

Working title of the project:

Supervisory team:

All candidates must have at least two supervisors. All supervisors must hold a doctorate or equivalent competence and be active in the field. NTNU further requires that at least one of the supervisors, normally the main supervisor, has prior experience of PhD supervision to completion of the degree and that the main supervisor has completed NTNU's e-learning course for supervisors. The main supervisor should normally be employed at NTNU. Please indicate the supervisors' experience in these areas below, and specify the distribution of the supervisory responsibility.

Main supervisor

Name	Experience	Share of supervisory resources (%)
Name	<input type="checkbox"/> Supervised candidate to completion <input type="checkbox"/> Completed e-learning course for supervisors	
Position		
Institution		
E-mail		

Co-supervisors

Name	Experience	Share of supervisory resources (%)
Name		
Position	<input type="checkbox"/> Supervised candidate to completion	
Institution		
E-mail	<input type="checkbox"/> Completed e-learning course for supervisors	

+ Add co-supervisor

Supporting supervisors

The candidate may also have one or more supporting supervisors who do not meet the formal criteria to be a supervisor, but who possess specific expertise that is essential for the project.

Name
Name
Position
Employer
E-mail
Name
Position
Employer
E-mail

Which research group(s) will the candidate be part of?

(List relevant research groups and overarching projects, internally at NTNU and national/international groups)

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1. Mutual obligations

The candidate and supervisor(s) are obliged to:

- Keep each other continuously informed of all matters of significance for the completion of the doctoral education.
- Actively follow up the agreed progress plan and contribute to the education being completed within the nominal time.
- Submit annual reports on the progress of the PhD education.

2. Changes to the supervisory team

The candidate and supervisor may ask the department to change supervisor(s). The current main supervisor cannot resign before a new main supervisor has been appointed. In cases of conflict, the candidate and/or supervisor(s) must contact the department for help in resolving the situation.

When a supervisor's affiliation with NTNU changes, the department shall ensure that the supervisors collectively still meet the regulatory requirements and the candidate's needs for supervision. The department shall take the initiative for changes if necessary.

The faculty decides on any changes to the supervisory team. If new supervisor(s) are appointed, a new supervisory agreement shall be entered into for the candidate.

3. Copyright

The candidate holds the copyright to the doctoral work.

If all or part of the doctoral work has been prepared in collaboration with others, the candidate alone holds the copyright to the parts that are the result of the candidate's independent creative contribution.

Articles or works written by several people where it is not possible to ascertain the individual contributions will be deemed co-authored. For such works, the co-authors jointly hold the intellectual property rights to the work.

NTNU may use the doctoral work for which the candidate alone holds the copyright, free of charge, for teaching, research and artistic research.

4. IP rights

The candidate has familiarized themselves with NTNU's IPR policy, which is available on NTNU's website. By signing the Agreement, the candidate accepts that rights to the results are transferred to NTNU as they are generated, to the extent and degree specified by the university's IPR policy.

If the candidate is to carry out the doctoral work as part of a larger project where an existing agreement on IP rights exists, the terms agreed in the project regarding IP rights shall apply. Please describe the rights here:

In cases of disagreement about rights or co-authorship, the matter shall be resolved in accordance with NTNU's ethical guidelines.

5. Obligation to report patentable inventions

Candidates who are either employed by NTNU or have no other employers, and who make a patentable invention are obliged to notify NTNU via TTO without undue delay.

If the invention has been made in collaboration with supervisor(s) employed by NTNU, the candidate and supervisor(s) shall jointly determine their respective shares of the patentable invention(s).

NTNU may require the right to inventions to be transferred to NTNU in whole or in part in accordance with the *Act Respecting the Right to Employees' Inventions*.

6. Breach of obligations

In the event of a breach of the Agreement and the obligations pursuant to the PhD regulations, the parties shall first attempt to resolve the matter through dialogue. If this is unsuccessful, one or both parties may request the faculty to terminate the supervisory relationship. The request is sent via the department, which is responsible for informing the relevant parties. The faculty decides the matter. If new supervisor(s) are appointed, the candidate shall enter into a new supervisory agreement.

Signatures (All candidates must have a main supervisor and at least one co-supervisor. Unused lines can be left blank)

	Signature	Date (dd.mm.yyyy)
PhD candidate:	_____	_____
Main supervisor:	_____	_____
Co-supervisor 1:	_____	_____
Co-supervisor 2:	_____	_____
Co-supervisor 3:	_____	_____
Co-supervisor 4:	_____	_____
Co-supervisor 5:	_____	_____
Supporting supervisor 1:	_____	_____
Supporting supervisor 2:	_____	_____
Dean:	_____	_____