FORMS TO FILL IN AT START, DURING AND AT THE END OF YOUR PHD TRAJECTORY

**STARTING YOUR PHD**

1. **TRAINING AND SUPERVISION PLAN**
   Draw up the TSP and a training plan using the following instructions:
   - CCA
   - CCA/AI&II (Cancer Immunology)
   - AI&II
   Apply for approval to CCA/AI&II committee for training and education*

2. **FORM I**
   Fill out Form I and submit to Dean’s office together with:
   - approved TSP
   - copy of Master’s certificate
   - copy of passport

**DURING YOUR PHD**

3. **KEEP TRACK**
   Archive certificates and keep track of all educational activities with the form overview training requirements (at bottom of webpage)

4. **ANNUAL ASSESSMENT**
   Attend annual assessments with (co)promotor. Discuss changes in the mandatory training programme with the CCA/AI&II committee for training and education*.

**WHEN YOU FINISH**

5. **TRAINING CERTIFICATE**
   Complete the overview training requirements form (at bottom of webpage). Send it to CCA/AI&II committee for training and education* for a training certificate

6. **FORM II**
   Fill out Form II and submit to Dean’s office together with the training certificate

**CONTACT DETAILS**

* CCA/AI&II committee for training and education
  PKSZ166
  a.fabius@vumc.nl (CCA) / ym.duiker@vumc.nl (AI&II)