

Graduate School of Humanities

Rules and Procedures Go/No Go assessment

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Introduction

The Faculty of Social Sciences and Humanities at Vrije Universiteit Amsterdam assesses a candidate's quality, performance, and project progress in the first year of the trajectory. The Go/No Go assessment is a requirement. The candidate submits the materials for this "Go/No Go assessment" (G/NG) on average ten months after the start of the project (when the candidate does not work full-time on the dissertation research the due date is accordingly later).

Three parties play a role in the G/NG procedure: the candidate, the supervisory team, the director and PhD advisor of the Graduate School of Humanities (GSH).

Date and Results

In the Training and Supervision Plan (TSP) that is submitted in the onboarding process of the PhD candidate, the suggested date for the G/NG assessment and the results on the basis of which the performance of the candidate will be evaluated, are planned.

Six weeks to one month before the suggested date, the candidate and the supervisory team discuss the draft version of the results. It is in the interest of the candidate and the project that the initial time plan (in the TSP) is carefully adjusted in order to fit with the remainder of the project. The design of the research must be in line with current ethical standards, and include a data management plan, plagiarism check (see below for the exact requirements of the G/NG product).

In the interest of the candidate, the GSH requests that *the supervisors explicitly approve* the G/NG product and the research activities of the candidate before the candidate submits these documents.

The G/NG results to be submitted

Components of the G/NG assessment are:

1. An introductory or first chapter or paper;
2. A reflection about the first year (1 A4)
3. Revised TSP
4. Revised time planning and contents of the dissertation
5. Report on the plagiarism scan of the G/NG product

The candidate submits all the required by email to the PhD advisor with their supervisors in cc. acknowledging their approval. A cover letter in the mail is not necessary. Prior to the G/NG assessment the PhD candidate meets with the PhD advisor to prepare them.

Postponement G/NG assessment

Only in exceptional cases the assessment may be deferred. The timeframe as stated in the collective labor agreement (of max. 18 months) remains binding. In the occasion that the Supervisors think that the assessment should be postponed, they send a motivated request to the PhD advisor for postponement of the G/NG assessment. In case the candidate is an employee with a one-year contract, the HRM department should be involved in the decision. The delay is registered by the GSH.

Conflicts between PhD candidate and supervisory team

In case of a conflict between PhD candidate and supervisors about the research results for the G/NG assessment, they inform the PhD advisor. The PhD advisor informs the GSH director in case the conflict cannot be solved by mediation of the PhD advisor, or by a delay of the actual assessment.

The PhD director may in this case consult an external review committee of three external scholars about the quality of the research result. The director contacts the head of the department of the first supervisors and creates a list of possible reviewers who have sufficient expertise to review the result. The reviewers receive an invitational letter and if they agree, a form for the assessment of the research result. They are asked for a Go or No GO-advice. The reviewers are not involved in the candidate's research. The reviewers are external, and not affiliated with the supervisors.

The GSH director receives the reports of the external reviewers, shares them with the the candidate and the supervisors, and (if necessary) the head of department and dean. If one or more reviewers advise that the G/NG result should be rejected, or if there is strong criticism of the G/NG result, the GSH director in consultation with the dean decides on the procedure to be followed.