**Implementation plan PhD training MOVE research institute Amsterdam**

1. **Mandatory courses / education**
   - a. Course on scientific integrity  
     E.g.: Prof. dr. D.J. de Ruyter: Research Ethics (3 ECTS / €375) or Research Integrity (2 ECTS/ €550) or another relevant course
   - b. Research Methods, e.g.: Course statistics and methodology
   - c. Any relevant course: transferable skills
   - d. Congress visits (1 ECTS without paper/presentation, 2 ECTS with)
   - e. MOVE Introductory course / colloquia (when available)

2. **Elective (mandatory) courses**
   - a. Guidelines and Regulations for medical research (BROK course)
     (compulsory for PhD candidates performing clinical research on patients)
   - b. Laboratory animal Sc. (compulsory for PhD candidates performing experiments on animals)

3. **Elective parts**
   - a. Work visit to another institute, e.g. abroad
   - b. Specific training at hospital/health centre
   - c. Specific professional courses (to be decided upon by PhD candidate and supervisor, see also Courses from the RMA)
   - d. Any transferable skills courses (e.g. writing a scientific article)
     To be decided upon by the PhD candidate and supervisor
   - e. Grant writing (recommended for PhD candidates who want to pursue a career in academia)

**ECTS credits**
The program enlists a total of 840 hours, 30 ECTS credits, which is in agreement with the criteria formulated by the university. The education program includes courses and visits to conferences as well as training and guidance by the supervisors.

The 30 ECTS credits should distributed according to the following directive;
- Courses
  - 15 ECTS points (range 12-18)
- Congress and symposia visits and work visits abroad
  - 7 ECTS points (range 4-10)
- Training on the job*
  - 8 ECTS points (range 6-10)

*The training on the job may include any of the following: supervision by (daily-)supervisor, colloquia within the department, MOVE colloquia (when available), teaching activities to MA/BA students, participation in committees, the organization of congresses and other misc. activities considered relevant.

**Training and Supervision plan**
*All* PhD candidates must complete the Training and Supervision Plan. The planned courses, any visits to congresses and planned colloquia, as well as the frequency and extent of the training and supervision the PhD candidate will receive from his/her supervisors should be listed the plan.

**Exemptions**
PhD candidate may be granted exemptions to mandatory courses if s/he has followed a similar course earlier or if s/he has gained the knowledge in another way. S/he may also be exempted for courses, conference visits and training based on earlier relevant training and/or work experience. To apply for exemption, the PhD candidate should, together with the supervisor submit a written, signed request, detailing the course, the ECTS provided and any further relevant information. All PhD candidates, also those working outside VU/VUmc, should complete a Training and Supervision plan in which possible exemptions are described.

**Portfolio**
The PhD candidate should keep a list of the attended activities and at the end of the PhD track supply a portfolio, with a list of the completed activities, the credited ECTS, dates and venues. If this is not in order, the PhD candidate may not proceed to defend the PhD thesis.