

Proposal

Professional Doctorate

Version 3

This PD-proposal consists of six parts:

- I Personal information
- II PD-trajectory
- III Curriculum Vitae
- IV Motivation PD-trajectory
- V Accord statements
- VI Appendix 1: Privacy statement

The PD-proposal is used for the first two steps in the process for participation in the PD-trajectory:

Step 1: Submission of the PD-proposal by the individual PD-candidate for assessment to the internal assessment committee of the university of applied sciences (if applicable).

Step 2: Submission of the PD-proposal by the university of applied sciences for assessment to the Graduate Committee.

I Personal information

Title(s)	
Forename	
Initials	
Surname	
Phone number	
Address	
E-mail address	
Date of birth	

Current position	
Company/organisation/self-employed person	
Employment size (in fte)	
Intended size PD-trajectory (in fte)	
Intended start date PD-trajectory	
Intended end date PD-trajectory	

Proposed supervisory committee

Name penning university of applied sciences	
First supervising professor (lector) ¹ University of Applied Sciences	Name: Title: Organisation: E-mail address:
Substantiation background/ field of expertise/ work experience/ role in context/ experience in guiding third-cycle projects (max. 100 words)	
Second supervising professor (lector) of (other) University of Applied Sciences ¹	Name: Title: Organisation: E-mail address:
Substantiation background/ field of expertise/ work experience/ role in context/ experience in guiding third-cycle projects (max. 100 words)	
Optional: Third supervisor University of Applied Sciences ²	Name: Title: Organisation: E-mail address:
Substantiation background/field of expertise/work experience/role in context/experience in guiding third-cycle projects (max. 100 words)	
First supervisor from work field organisation ³	Name: Title: Position: Organisation: E-mail address:
Substantiation background/work experience/role in context (max. 100 words)	
Second supervisor from work field organisation ³	Name: Title: Position: Organisation: E-mail address:
Substantiation background/work experience/role in context (max. 100 words)	
Other Stakeholder(s)	Name: Title: Position: Organisation: E-mail address:
Clarification/explanation	

¹Where appropriate, this may also be a professor affiliated to a foreign knowledge institution. It is also possible that the second supervising professor comes from a university of applied sciences other than the sponsoring university. Supervising professors must have demonstrable knowledge and expertise at **EQF8 level**. Evidence for this is the PhD/PD degree or a demonstrable position of authority in the relevant field, speaking, inter alia, through publications or awards and other honourable mentions and/or a role in supervising other third-cycle pathways.

²Where appropriate, day-to-day supervision may be provided by a member (with an **EQF8-level** degree) of the research group of one of the supervising professors (lectoren).

³One of the two supervisors from the field organisation must have **decision-making authority** and both supervisors from the field organisation must have at least **master's level**. By **decision-making**



authority we mean that someone can influence strategic decisions based on his/her position in the organisation and his/her responsibility. By **master's level** we mean that someone has a master's degree or can act as a mentor on the basis of contextual knowledge, relevant work experience and/or seniority.

II PD-trajectory

Working title PD-trajectory

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Domain

- | |
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| <input type="checkbox"/> Health & Wellbeing
<input type="checkbox"/> Arts + Creative
<input type="checkbox"/> Energy & Sustainability
<input type="checkbox"/> Maritime
<input type="checkbox"/> Leisure, Tourism & Hospitality
<input type="checkbox"/> Learning & Professionalisation
<input type="checkbox"/> Technology & Digitalisation |
|--|

Practice/social problem. *Describe here the practice problem for which you want to develop an innovative approach/solution. Substantiate with sources (max. 400 words).*

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Objective. *Formulate the objective of the PD pathway here (max. 400 words).*

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Question statement. *Formulate here the question from practice that guides the PD-trajectory.*

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Research and change approach. *Outline here how you plan to approach the PD-trajectory; from which method(s) and why (max. 400 words).*

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Four roles. *The PD-trajectory focuses on four roles: professional, innovator, researcher and change agent. Describe here how you want to develop yourself in these roles during the PD-trajectory (max. 400 words).*

Integration four roles. *Describe here how the four roles of professional, innovator, researcher and change agent can be shaped in an integrated way during the PD-trajectory (max. 400 words).*

Ethical aspects within the PD-trajectory. *Describe here how you take ethical aspects into account when implementing the PD-trajectory. Consider, for example, the environment and people involved (max. 400 words).*

Intended contribution of the PD-trajectory to practice. *Describe here what concrete change in professional, social, artistic or creative practice you expect to bring about with the PD-trajectory (max. 400 words).*

Intended contribution of the PD-trajectory to knowledge development. *Describe here what contribution you think the PD-trajectory will make to knowledge development in the domain (max. 400 words).*

Connection domain. *Substantiate the connection of the PD-trajectory to (the themes of) the domain (see programme proposal) (max. 400 words).*

Domain-specific components. *Domain-specific components can be added here. (when applicable)*



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Literature references. List sources used (academic and/or practitioner publications) in the above sections in APA 7 style.

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Working field partner(s). Describe here for and/or with which working field and/or practice partner(s) the PD-trajectory will be carried out. Outline the background of these partner(s) (size, core business, expertise, etc.) and what their role will be in the PD-trajectory (max. 400 words).

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Activity plan

Indicate globally planned activities per year. In the 1st year, this could include:

- demand articulation/intervention/... ,
- research activities (if different from 1),
- other activities appropriate to the PD-trajectory

(max. 400 words)

1 st year	
<i>In outline</i>	
2 nd year	
3 rd year	
4 th year	



Professional development plan

Indicate below the planned training activities you will follow. Make a distinction between compulsory components from the domain and components that can be filled in flexibel (max. 400 words).

1 st year	
2 nd year	
3 rd year	
4 th year	

Ethical aspects. *Some trajectories require ethical clearance or authorisation. Please indicate whether you expect permission to be required.*

Do you expect the PD-trajectory to require approval from an ethical review board or other institution?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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III Curriculum Vitae

If multiple degrees, copy table

Master degree	
University/ University of Applied Sciences	
Faculty/academy	
Discipline	
City/Country	
Graduation date	
Thesis title	

Bachelor degree	
University/ University of Applied Sciences	
Faculty/academy	
Discipline	
City/Country	
Graduation date	
Thesis title	

Relevant work experience, activities and products. <i>Describe here deployed activities and/or published material related to the PD-proposal. Please justify how these are relevant to the domain within which the PD-trajectory is done, and to the PD-trajectory itself.</i>	
Relevant work experience & activities	
Products & (research) publications	
Other forms of preparation for the PD-trajectory (e.g. training, course, webinar, etc.)	

Level of English (if applicable)	A1 / A2 / B1 / B2 / C1 / C2
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IV Motivation PD-trajectory

Motivation candidate

Motivation for the PD-trajectory. Provide a motivation for the PD-trajectory, the choice of organisation and how the PD-trajectory contributes to your professional development (max. 400 words).

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Extra-legal status pilot candidate

The start of this PD-trajectory is extra-legal. This means that the candidate cannot now be guaranteed a title upon successful completion of this pathway. The candidate is aware of this.

Signature candidate:

Date:

Place:

Quality purposes pilot

The PD is a pilot and we like to learn with and from each other to ensure quality. In view of this learning character, we would also like to use submitted PD proposals for monitoring and evaluation. Please indicate below whether we may use your proposal - anonymously, of course - for this purpose.

I consent to the sharing of the PD proposal for quality purposes of the pilot.

☐ Yes

☐ No

Signature candidate:

Date:

Place:

Motivation supervising professors (lectoren)

Motivation for the trajectory and the candidate. *Provide a motivation for the PD-trajectory, the candidate, the organisation and the connection of the trajectory to the research agenda of the professorship (max. 400 words).*

Motivation work field supervisors

Motivation for the trajectory and the candidate. *Provide a motivation for the PD-trajectory from the working field/practice, the candidate and the connection of the trajectory to the organisation(s) (max. 400 words).*

V Statements of agreement

By signing the declaration of agreement, the PD-candidate agrees that his/her personal data will be processed in accordance with the privacy statement (Appendix 1).

By signing, the stakeholders below indicate their agreement with the attached proposal for starting the PD process.

Signing PD-candidate

.....
Place and date Signature

Signing supervising professor (lector) 1

.....
Place and date Signature

Signing supervising professor (lector) 2

.....
Place and date Signature

Optional: Signing supervisor University of Applied Sciences 3

.....
Place and date Signature

Signing work field supervisor 1

.....
Place and date Signature

Signing work field supervisor 2

.....
Place and date Signature

VI Appendix 1: Privacy statement

In this Privacy Statement you can read what personal data collects and how it is processed. You can also find out in this statement which rights you have and how you realise them. In doing so, we must comply with the applicable laws and regulations, including the General Data Protection Regulation (AVG). When processing personal data, our policy is to be transparent about why and how we process personal data. This version of the Privacy Statement was prepared on 1 March 2023. The Privacy Statement may be revised periodically during the pilot. Should there be a new one, you will be informed about it.

Who processes personal data?

In the context of this programme, _____ and the Graduate Committee of the relevant domain are jointly responsible for the processing of your personal data. Personal data are processed the by _____ and by the Graduate Committee.

With whom personal data is shared?

_____ shares personal data entered in the PD-proposal with the Graduate Committee.
The Graduate Committee shares the outcome of the assessment with Regieorgaan SIA.

Why are personal data processed?

Your personal data will be processed to assess your eligibility to start a Professional Doctorate pathway (PD-trajectory):

- Step 1: _____ be the first reader to assess your PD-proposal to see if you qualify for step 2;
- Step 2: As a second reader, the Graduate Committee will assess your PD-proposal to see if you are eligible to start a PD-trajectory.
- Step 3: Regieorgaan SIA will conduct a marginal review and use this to check whether you meet all the criteria and are therefore eligible for a PD-scholarship.

_____ and Graduate Committee process personal data to maintain an overview of PD-candidates under the drawing rights per college for the duration of PD-pilot.

On what bases do we process personal data?

Personal data is processed on the basis of the first basis in the AVG: consent. We obtain your consent through the agreement statement in the PD-proposal. This is explicitly stated in the declaration of consent.

What personal data are processed?

and Graduate Committee process personal data of several categories of data subjects. We undertake to ask only for personal data strictly necessary for the purpose in question. Below are the data that are processed.

- Id: Title(s), first name, initials, surname, date of birth, residential address
- Contact details: Phone number, e-mail address
- Work-related data: current position, organisation, scope of appointment
- Curriculum Vitae
- Motivation.

How long will personal data be stored?

and the Graduate Commission retain the personal data for the duration of the pilot, which runs from 1 January 2023 to 31 December 2030. Upon completion of the evaluation of the pilot, and the Graduate Committee shall destroy the files and the personal data contained therein.

To whom can you apply to exercise rights?

You have the right to withdraw your consent to the processing of your data at any time. You can submit a request for deletion of your data to the official secretary of the Graduate Committee:

If, in your opinion, your request or complaint has not been dealt with properly, you have the option of submitting a complaint to the Personal Data Authority. Exercising the rights is free of charge, subject to abuse.