**Recommendations for the Preparation of Your Individual Curriculum / Study Plan**

* the field **List of Duties** should contain all lectures/courses that you plan to complete during your doctoral study (*with the correct SIS code; check properly that the respective lecture/course you found in the SIS and inserted into this list is truly the one you want to complete; some courses have very similar titles and it is not advisable to make a mistake!*). This part of the ISP should contain also any additional duties that are required by the respective faculty although not directly by the Study Area Board (*this applies for the students registered at the Faculties of Medicine*). However, if not directly demanded by the respective administrative personnel, do not include planned publications, elective conferences, internships abroad, etc. directly in this list during the preparation of your ISP – it is always better to include these things when you do the yearly assessments of the fulfillment of your ISP, in the exact academic year they actually were realized.
* the field **Course of Study** should contain the proposed time schedule for your study specified for the individual four years that are the standard length of doctoral study (*i.e., you must enumerate the 1st to the 4th year and write for each of these years which subject(s) you want to complete / which exam(s) to pass during the respective academic year (including the state doctoral examination), your preliminary time schedule for the preparation of the required publications and for conferences, internships abroad, grant proposals,. etc. Be aware that the state doctoral examination must be listed for the 3rd year of the study at the latest and that the 4th year should contain finalisation and defence of the doctoral thesis; depending on the faculty, the field for the SDE and the thesis defence can be a separate on in the ISP or not*)*.* However, please do not describe here the proposed progress / time schedule for your work on the doctoral project proper –there is another appropriate paragraph of the ISP for this (*see below*)!
* the **Dissertation and Progress on the Dissertation** field should contain a sufficient description of the scientific topic of your doctoral project, its aims and the reasons for the study of the respective problem. Further, this field includes the proposed methodical approaches and the preliminary time schedule of the experiments that will be done, clearly specified for the 1st to the 4th year of your doctoral study. It is also appropriate to include an overview of the tested hypotheses in this introductory part and the integration into a wider scientific scope of your supervisor´s laboratory. You can utilize the information given in the project annotation that was the supplement to your application for the doctoral study; however, the information given in the ISP must be more factual, should contain more details and it should be evident that you have at least an approximate conception of how to do experiments as well as the optimum time schedule for your doctoral project. The Head of the Subject Area Board will return the ISP to you for correction if this information is found to be insufficient. Obviously, it is never possible to exactly predict the course your scientific project will actually take, because it depends on the success of your experiments and on the often unexpected results you will obtain. However, you should have at least a rough idea what to do in order to complete your project and this is what should be specified in this paragraph of the ISP. Any necessary modifications of the proposed schedule can be always easily done during the yearly assessments of your ISP depending on the actual progress of your experiments and on any potential problems you will met.