

Effective date:	1 March 2015
Version as on:	1 March 2015
Enquiries to:	Doctoral Administration

*(English is not an official language of the Swiss Confederation. This translation is provided for information purposes only and has no legal force.)*

## Directive

### Physical presence of the examination committee at doctoral examinations

*The Rector,*

pursuant to Art. 38, lit. c of the ETH Zurich Ordinance on Doctoral Studies of 1 July 2008 (SR 414.133.1),  
*decrees the following:*

1. Under Art. 26, Para. 1 of the ETH Zurich Ordinance on Doctoral Studies, the examination committee comprises:
  - a. a chairperson;
  - b. the thesis supervisor as examiner;
  - c. the co-examiners;
  - d. another independent expert, if a dependence relationship exists between the supervisor and the co-examiner.
2. The *minimum* number of persons from the examination committee obliged to be physically present at a doctoral examination are: the chairperson, the thesis supervisor and at least one of the co-examiners.
3. Should the use of video conferencing facilitate the participation of other members of the examination committee during the examination, access to a functioning two-way audio-visual display must be guaranteed for the entire duration of the examination. A VC Helpdesk leaflet<sup>1</sup> gives instructions.
4. The departments decide on whether other members of the examination committee can join the video conference.
5. The doctoral examination candidates cannot participate at the examination by means of a video conference.
6. The Doctoral Administration must be informed about the video conference by indicating on the doctoral examination announcement which co-examiners will be participating in the video conference.
7. The examination organisers and the connected person are responsible for the functioning of the video connection. If two-way visual or audio communication does not function or stops functioning it is the duty of the chief examiner (chairperson) to break off the connection and to continue the examination to its conclusion with the physically present members of the examination committee.
8. All other regulations concerning doctoral examinations remain unchanged, in particular the rules relating to the written reports (Art. 28, Para. 1 of the ETH Zürich Ordinance on Doctoral Studies).
9. This directive comes into effect on 1 March 2015. It supercedes the previous directive of 1 April 2009.

The Rector: Prof. Sarah M. Springman

---

<sup>1</sup> *How to set up your doctoral examination as a videoconference*