



Strategic Focus Area

**Personalized Health
and Related Technologies**

PHRT
Finances & Administration
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Guidelines for PHRT iDoc Extension Request

The maximal one-year extension request must be submitted (at the latest 3-4 months prior to the end of the third year) to the PHRT management office via email phrt-office@ethz.ch.

The application should include:

1. A one page (maximum) document that states the reason why the extension is needed and the anticipated date of completion of the PhD, including:
 - the goals of the iDoc Project and what milestones have been reached by the student
 - if the progress of the student has been judged satisfactory by her/his mentor and thesis committee
 - any outstanding issues that are relevant for a timely completion of the thesis
2. Copies of all thesis committee evaluation reports for the student to date.
3. A cover letter signed by the two mentors stating their review of the above documents and their support of the application.
4. A copy of the confirmation of matriculation document of the PhD student: following SNSF rules, iDoc projects can only be funded for up to 48 months after the matriculation date.

If granted, the 4th year extension will comprise the iDoc student's salary for one year plus CHF 10'000.— for consumables.

It is necessary to notify the PHRT Management office as soon as possible if any funds have not been used. A payment form for the amount left over will be sent for the funds to be returned.