

Swiss Institute of
Particle Physics

an Association according to Swiss law

Revision of CHIPP Prize procedures

Oct. 2015

Introduction

The CHIPP Prize for the best PhD student in Experimental or Theoretical Particle Physics has been awarded each year since 2008. The original procedures have been revised three times, in September 2009, in December 2011, and in January 2013. The last revision was proposed by the Selection Committee, which was formed by the CHIPP EB and approved by the Board in January 2012. Based on this year's experience, the new Chair of the Selection Committee, Adrian Signer, suggested a further update of the procedures at the EB meeting 2015-05 (item 10). Discussions at this meeting resulted in the revised procedures proposed here for approval by the Board.

Proposal

The revised procedures attached below give the detail of all the proposed changes with additions in underlined green text and deletions struck through in red color. The main changes are clarifications on:

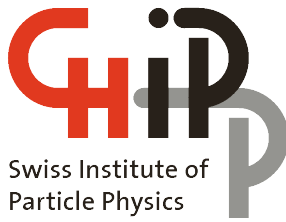
- the notion of the non-completion of the thesis,
- the selection of the members of the Selection Committee,
- the notion that only one candidate can get the award.

The revised procedures also relax the requirement to have two additional reference letters by professors or researchers in other institutions.

The Board (applying Article 27, litt. q of the Statutes) is invited

- **to approve** the revised procedures for the CHIPP Prize

Required majority: simple



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CHIPP Prize for the best PhD student in Experimental or Theoretical Particle Physics

Procedures

Revised ~~December 2012~~ (2nd ~~October 2013~~ ~~23 October 2015~~ (4th revision)
Approved by the Board ~~31 January 2013~~ ~~23 October 2015~~

1. The goal of the CHIPP PhD student Prize is to reward the best students preparing their PhD thesis in Experimental or Theoretical Particle Physics. Emphasis will be given to the quality of their present work and to its relevance within their research group, as well as to novel ideas possibly brought up by the students.
2. All PhD students affiliated to CHIPP, who at the time of the deadline for applications did not yet ~~complete~~ pass their final PhD thesis defence may apply for the prize.
3. Each year, the Prize advertising must be issued five months ahead of the Plenary meeting (~~usually by March 31~~). It will be posted on the CHIPP web site and sent by e-mail to all CHIPP Board members. Applications must be sent to the Chair of the CHIPP Selection Committee. The deadline for applications is set by the EB.
4. The CHIPP Selection Committee is composed of one of the Vice-Chairs of the CHIPP Executive Board (EB) and 3 Board Members; its composition is based on a reasonable and balanced distribution of competences and is chosen by the EB.
5. Applicants must submit a CV, the list of publications and internal notes as well as a report (≤ 5 pages, incl. figures and references) outlining their achievements in the PhD work. Further, a proposal/ recommendation letter by the supervisor and reference letters by one or two other professors or researchers not belonging to their institution are required. These letters should be addressed directly to the Chair of the CHIPP Selection Committee. All papers and communications must be written in English.
6. The CHIPP Selection Committee assesses the applications by attributing a total of ≤ 100 points:
 - ≤ 30 for the CV and publication list
 - ≤ 30 for the reference letters
 - ≤ 40 for the written document

The attribution of points is made by averaging the marks given by the members of the CHIPP Selection Committee. Once the applications are assessed, the CHIPP Selection Committee may invite ~~up to three~~ short-listed candidates for an interview or a presentation before taking a decision about the winner. Only one candidate can get the award.

7. The ranking list of the candidates and their files are forwarded for information and discussion to the CHIPP EB, at the latest one month before the Plenary.
8. Once the CHIPP EB has ~~taken note of~~ endorsed the result of the selection, the CHIPP Selection Committee unofficially informs the winner and the other candidates about ~~their personal ranking~~ the outcome.
9. The CHIPP Selection Committee prepares the diploma and a short *laudatio* to be printed on the diploma and ~~posts it~~ posted on the CHIPP webpage (after the award ceremony).
10. The award ceremony will normally take place at the annual CHIPP Plenary. The winner will get a diploma plus 3000 CHF and will present his/her current research activity in a talk.