



an Association according to Swiss law

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

Procedures

*Revised December 2012 (2nd revision)
Approved by the Board 31 January 2013*

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 did not yet complete their PhD thesis 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.
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 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.

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 the result of the selection, the CHIPP Selection Committee unofficially informs the winner and the other candidates about their personal ranking.
9. The CHIPP Selection Committee prepares the diploma and a short *laudatio* to be printed on the diploma and posts it 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.