



Dear Ius Commune researchers,

Enclosed you will find the information regarding this year's Leuven Masterclass, which will take place on 25-26 April 2024. You are kindly invited to attend this highly recommended part of the Ius Commune postgraduate training program. Please note that participation in the Leuven Masterclass is required in order to complete the training program and to be awarded the Ius Commune Research School certificate. Experience has shown that, in order to maximize the benefits of the Leuven Masterclass, your research has to be beyond the preliminary stage. Preferably, you are in your second or third year of your Ph.D.

Please register via the following link: <https://forms.gle/6othfE8MF3mB3y6cA>. The deadline for registration is 3 January 2024. The deadline to confirm your expert is 1 February 2024.

More practical information on the timing and the exact program will follow in later communication. Please do not hesitate to contact us via [simon.vaneekert@kuleuven.be](mailto:simon.vaneekert@kuleuven.be) or [ninne.menten@kuleuven.be](mailto:ninne.menten@kuleuven.be) if you have any practical questions about the Masterclass.

Kind regards,

Simon Van Eekert, Ninne Menten, Lukas Van Roy and Wout Vandermeulen

## Goals and organisation of the Ius Commune Leuven Masterclass 2023

This year, the Leuven meeting of the Ius Commune postgraduate training course will take place on **25 and 26 April 2024**. Traditionally, this meeting is conceived as a Masterclass, during which doctoral researchers present their research project and preliminary findings, which will then be commented on by an expert in the field. The goal of the Leuven Masterclass is to further develop the following skills: writing a paper; presenting and discussing a paper; and commenting on the work of your peers.

### *Paper*

The paper (5 to 10 pages) should comprise the major issues and findings of your PhD that you would like to receive feedback and advice on. This can include, but is not limited to, the methodology employed, the problems encountered until now, and your (preliminary) research findings.

### *Presentation*

All participants are asked to present their submitted paper orally. This presentation should not be a mere reading of the paper, but should focus on the major issues of your research and in particular on those issues you would like the panel to elaborate upon. Your presentation should be no longer than 15 minutes.

### *'Peer review' and feedback*

In addition, each participant is expected to comment on the paper of another participant during the Masterclass. Therefore, each participant will be sent a colleague's paper prior to the Masterclass. After this 'peer-review', other participants are invited and encouraged to ask questions and provide further suggestions or comments. Finally, a senior researcher, with expertise in the field of the submitted and presented paper, will be invited to thoroughly discuss the subject, issues, etc. of the research project. This phase will take approximately 30 minutes in total.

**If you are interested in participating in the Leuven Masterclass, please confirm your participation (using the link to google forms in the e-mail) as soon as possible. The deadline for registration is 3 January 2024.**

**If you participate you are required to contact an expert yourself and ensure his/her availability on the date of the Masterclass.** A model invitation to contact your expert is provided, but you can also draft your own. When you send your e-mail, place [simon.vaneekert@kuleuven.be](mailto:simon.vaneekert@kuleuven.be) and [ninne.menten@kuleuven.be](mailto:ninne.menten@kuleuven.be) in CC so we are aware of the availability of your expert. Make sure you contact your expert as soon as possible, so we have the availability of your expert at the latest on **1 February 2024** so we can draft the program and confirm the exact time your expert will be expected. Be aware that we ask the experts to be physically present in Leuven during your presentation, take this into account when choosing your expert.

**You are asked to send your paper to us and your expert by 8 April 2024.** You will receive the paper of a colleague in the days after. Participants will receive additional information regarding the location, hotel reservations etc. in separate correspondence.

We are looking forward to seeing you in Leuven!

**Model Expert Invitation (please find English version below)**

**Dutch:**

Geachte (...)

Naar jaarlijkse gewoonte ontvangt de Faculteit Rechtsgeleerdheid en Criminologische Wetenschappen van de KU LEuven in het kader van de [Ius Commune Onderzoeksschool](#) enkele promovendi die hun onderzoeksproject toelichten tijdens de Ius Commune Leuven Masterclass. Deze bijeenkomst heeft als doel een forum te bieden voor promovendi om in discussie te treden met experts en medepromovendi over de methodologische aspecten van hun onderzoek.

Ik zou u willen vragen of u op **donderdag 25 of vrijdag 26 april 2024** als expert zou willen optreden bij de presentatie van een paper over mijn onderzoek. Ik schrijf een proefschrift aan de **[naam universiteit]** bij **[naam promotor]**.

Hier volgt een korte beschrijving van mijn onderzoek:  
**[beschrijving onderzoek]**

De sessies nemen ongeveer 45 minuten per Promovendus in beslag waarvan 15 minuten zijn gereserveerd voor een presentatie en 30 minuten voor uw feedback en discussie. U ontvangt twee weken voor de Masterclass van mij een paper van 5 tot 10 pagina's. De sessies vinden in het Engels plaats. U hoeft alleen bij mijn sessie te zijn, alhoewel u uiteraard van harte welkom bent om bij andere presentaties aan te schuiven. De Masterclass gaat fysiek door in Leuven. Indien de verplaatsing echter niet haalbaar is, kunnen we ook online participatie regelen met de organisatie.

Zou u zo vriendelijk willen zijn mij op korte termijn te berichten of u interesse heeft en of u beschikbaar bent op 25 of 26 april om (fysiek) in Leuven aanwezig te zijn bij mijn presentatie? Zo ja, zou u dan een indicatie kunnen geven binnen welk tijdvak u beschikbaar bent?

Bij voorbaat hartelijk dank.

Met vriendelijke groet

**[naam]**

**English:**

Dear (...)

Each year the Faculty of Law and criminology of the KU Leuven organises a masterclass for PhD students in the context of the [Ius Commune Research School](#). The intention of this masterclass is to provide a forum for PhD students to engage in discussions with experts and other doctoral students about the methodological aspects of their research.

I would like to ask you whether you would agree to serve as an expert on **Thursday 25 or Friday 26 April 2024** at the presentation of a paper on my research. I am writing my PhD at the **[name university]** with **[name supervisor]**.

Here is a brief description of my research:

**[description research]**

The sessions take about 45 minutes per candidate. My presentation will take about 15 minutes. After that 30 minutes are reserved for your comments and general discussion. You will receive my paper of 5 to 10 pages two weeks in advance. The sessions take place in English. Your attendance would only be required at my session, although you are of course very welcome to be present at the other candidate presentations. The Masterclass will take place in person in Leuven. However, if the in person attendance is not feasible, we can also arrange online participation with the organizing committee.

Would you be so kind to inform me whether you are interested and if so, at what time you are available to come to Leuven on 25 or 26 April 2024?

Thank you very much in advance.

Kind regards,

**[name]**