**Joint PhD degree agreement**

Between

*The University of…*  ,

located …………………………………………………..

represented by (name of the University's Rector, title (Rector/President)

and

***Université de Liège (ULiège),***

located Place du 20-août, 7-9, 4000 Liège, Belgium

represented by Prof. Anne-Sophie NYSSEN, Rector

**The joined supervision is organized for the doctoral candidate :**

Considering the legal references for organizing university studies in both countries, i.e.:

For  *The University of…*

………………………………………

For the University of Liège:

* The decree of 7th November 2013 which defines the Landscape of Higher Education and the Academic Organization of Studies (Décret définissant le Paysage de l’enseignement supérieur et l’organisation académique des études);
* General regulation related to studies and reports related to the preparation of a doctoral thesis at the University of Liege (Board of Trustees of the 23rd of March 2022)

Willing to contribute to the set up and the development of scientific cooperation between research units from ………... and Belgium, by supporting PhD doctoral candidates' mobility.

The following provisions are agreed:

Article 1

*The University of…*  and The University of Liege named hereinafter "the institutions" decide to organize jointly a joint PhD Thesis for the following doctoral candidate:

|  |  |
| --- | --- |
| NAME and First name: | …………………………………………………. |
| Date and place of birth: |  |
| Email/cell phone | …………………………………………………. |
| Nationality: | …………………………………………………. |
| Research topics: | …………………………………………………. |
| Subject of the research project: | …………………………………………………. |

# *Chapter I: Administrative procedures*

Article 2

The admission to doctoral studies must follow the rules and regulations in force in both institutions, and after having received a favorable recommendation from the authorities concerned.

Article 3

The doctoral candidate must register in both institutions during the whole period of his/her studies.

In order to get a PhD degree delivered by the French Community of Belgium, the doctoral candidate must pay the tuition fees his/her first year of registration at the University of Liège except if he/she benefits from a tuition fee waiver related to his scholarship holder status.

Moreover, the doctoral candidate will pay administrative fees for the role and insurance each year at the University of Liège. Therefore, he/she will benefit from the social insurance due to every regular doctoral candidate, as long as he/she is regularly registered in the partner institution.

The doctoral candidate will pay the tuition fee according to the following calendar:

academic year 2023-2024: pays at……………. – university…… waives tuition fees

academic year 2024-2025: pays at……………. – university…… waives tuition fees

academic year 2025-2026: pays at……………. – university…… waives tuition fees

The doctoral candidate is registered :

At the University of Liège, for a PhD and a doctoral training (60 credits) in ………………………

from the academic year : …………….

The doctoral school of reference for the training is the one in ……………………… at the FNRS.

At the *The University of…*  for a PhD in ………………………

in the Graduate College in ………………………….

from the academic year : …………….

The Joint supervision of the PhD starts academic year : ………………………

Article 4

The duration of a PhD thesis is minimum three years. However, this duration can be modified after approval of both institutions.

The research activity and the conduct of the thesis will be carried out in both institutions, during alternative successive stay periods in both institutions, determined by both supervisors with the approval of the PhD doctoral candidate, according to the following provisional mobility scheme:

|  |  |  |
| --- | --- | --- |
|  | University of Liège | Partner institution |
| Year 1 |  |  |
| Year 2 |  |  |
| Year 3 |  |  |

Article 5

The doctoral candidate will receive the following funding: …………….

***Chapter 2: Scientific Terms***

Article 6

The research works are carried out under the responsibility of both thesis supervisors, one of them from *The University of…*  and the other from the University of Liege.

The thesis supervisors are:

For *The University of… :* name, first name, function, email

For the University of Liege: name, first name, function, email

Both supervisors commit themselves to fully and jointly exercise their duties as supervisors for the doctoral candidate in accordance to the rules and regulations in each institution.

Article 7

The doctoral candidate must follow a doctoral training (60 ECTS). The doctoral training is composed of thematic, transversal and scientific activities (modules, courses, seminars, transversal training, publications, conferences, etc.). Competent bodies at both partners define by mutual agreement together with the doctoral candidate a unique doctoral training programme which meet the requirements in effect at the two partners. These bodies may valorize activities performed at the partner’s or at a third entity.

At the Université de Liège, the doctoral candidate will ensure compliance with the doctoral training framework[[1]](#footnote-1).

Article 8

A thesis committee made up of at least four members including the supervisors will be established. None of the two universities can represent more than 50% of the thesis committee members. It must meet at least once a year (videoconference accepted) in the presence of the doctoral student, who presents the progress of his/her thesis and doctoral training.

Article 9

The prerequisites for the defence are defined as follows .............................

Article 10

The jury of the thesis will be empanelled by common agreement with the persons responsible for the doctoral education in both institutions, in compliance with all legal measures and regulations applicable in both institutions, except for its composition where this agreement prevails.

The jury is composed of a minimum of 5 members; all of them must either be PhD holders or enjoy the recognition of their high scientific or artistic expertise in the field. The President of the jury must be an academic from the university where the public defence takes place. The secretary will be a member of the other partner institution.

Both thesis supervisors are members of the jury but cannot chair it. The jury must include thesis supervisors and external members of the University, chosen according to their specific competence in the field of the thesis.

Article 11

The thesis is written in French or in English. Under proposition of the thesis supervisors, the thesis can, if its type justifies to, be written in another language, under approval of the PhD doctoral candidate and the authorities.

If the thesis is written in another language than English, a summary in English must be produced.

If the thesis is not written in French, a summary in French must be produced.

Article 12

The PhD thesis defense will be presented in a unique public session held at the University of ……………….

It may be preceded by a private defense held at ……………….*(optional)*

The PhD thesis defense is performed in French and/or in English. Under proposition of the doctoral candidate, the jury may, after approval of the authorities involved, accept that the thesis is also performed in another language.

A report of the public defense (signed by the president and the secretary of the jury) will be produced in French or in English. This report will mention that the thesis has been prepared in the framework of a joint PhD degree.

Article 13

The parties agree on the following regarding expenses for the thesis jury.

If the defense takes place at the University of Liege, the Faculty \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of the University of Liege will pay for travel and stay expenses of the member(s) external to both partner institutions. The partner institution will pay for travel and stay expenses of its members.

It the defense takes place at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*partner institution*), the hosting institution will pay for travel and stay expenses of the member(s) external to both partner institutions. The Faculty of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at the University of Liège will pay for travel and stay expenses of its members[[2]](#footnote-2).

Article 14

In compliance with the regulation in each country, after the thesis defense and under favorable approval of the jury,

* the title of Doctorate in………….. …………………………will be awarded by *The University of…*
* and thetitle of Doctorat en ………. (Doctorate in ………..) will be awarded by the University of Liege

At the University of Liège, the doctorate is awarded without honours.

These titles will be awarded through a double degree. The PhD diplomas will explicitly mention, if applicable, the grade awarded to the doctoral candidate in compliance with rules and regulations in force in each country. A report of the public defense is attached to the degree delivered by ULiege.

***Chapter 3 : Specific provisions***

Article 15

The doctoral candidate will benefit from social security insurance, in conformity with legislation in force in each country, as long as he/she is regularly registered in the partner institution. The doctoral candidate will subscribe to a main health insurance (mutuelle). In Belgium, “mutuelle” (health insurance) includes complementary health insurance which covers illness and civil risk for the duration of the periods of time spent at the partner institution.

At the University of Liege, the doctoral candidate is covered for personal liability and physical injury upon condition he/she is regularly registered at the University.

At the partner institution…………………………..

Article 16

The doctoral candidate will respect all rules concerning doctorate studies that are in force in the institutions. In particular, he/she will comply with all rules concerning the registration, description, and reproduction of the PhD thesis.

The protection of the subject of the thesis as well as the publication, the exploitation and the protection of the results of the research work of the doctoral candidate in both institutions are covered by the legislation in force in each country and institution.

The doctoral candidate commits himself/herself to respect these rules and regulations.

When required, the intellectual property rights can be detailed in specific documents.

Article 17

Both institutions, via the supervisors involved, commit themselves to communicate mutually all information and documentation useful to the settlement of the present joint PhD thesis.

***Chapter 4 : Validity***

Article 18

The present agreement is valid from the date of signature of the representatives of both institutions and will be valid until the academic year when the thesis defense takes place.

In case where the doctoral candidate wouldn't be registered in one and/or the other institution, or would give up by a written notice, or wouldn't be allowed to pursue the research by virtue of at least one of the two institutions, both institutions will put an end to the present agreement.

Article 19

The person in charge of the administrative part of the joint PhD thesis is :

For *The University of…*

Name, first name, function, address, email

For the University of Liege:
Ms. Catherine Dassis, International Relations Office, bât. A1, Place du 20-Août, 4000 Liège, Belgium – Tél.: + 32 4 366 56 77 – Email: cdassis@uliege.be

Ms. Pauline Antoine, International Relations Office, bât. A1, Place du 20-Août, 4000 Liège, Belgium – Tél.: + 32 4 366 41 66 – Email: pauline.antoine@uliege.be

Article 20

The present agreement is made in *three* originals. ***[to be modified if necessary]***

|  |  |
| --- | --- |
| …………………, on the …………………….For *The University of…* *First name NAME*President/rector… | Liège, on the ……………………….For the University of Liege*On the authority of the Rector,* *Patricia PETIT*Director of the International Office |
| *First name NAME* President of the Doctoral College  |  *First name NAME* President of the Doctoral College |
| *First name NAME* Thesis supervisor  |   *First name NAME* Thesis supervisor  |
|  The doctoral candidate :    |

1. <https://www.recherche.uliege.be/upload/docs/application/pdf/2017-08/canevas_formation_doct_en.pdf> [↑](#footnote-ref-1)
2. Except if otherwise defined in the Faculty regulation. [↑](#footnote-ref-2)