

Doctorate of the University of Toulouse: international cosupervision agreement

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RECIPIENTS: Doctoral students, lecturer-researchers, researchers, laboratories, doctoral schools from institutions involved in doctoral studies at the University of Toulouse (UT2J, UT3, Toulouse INP, INSA)

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OBJECT: International cosupervision agreement at the University of Toulouse: general prerequisites

As part of the preparation of an international cosupervision agreement, the following points are prerequisites for the drafting of a cosupervision agreement for the PhD of the University of Toulouse. These points may be subject to adaptation/derogation depending on exchanges with the foreign partner, which must be validated by the Disciplinary Doctoral Policy Council.

- **Start of the joint Doctorate:** Signature of the cosupervision agreement during the 1st year or at the beginning of the 2nd year of the thesis maximum.
- **Registration in doctorate:** Registration is compulsory at both institutions. The individual monitoring committee is also compulsory and must meet before each re-enrolment.
- **Registration fees:** Payment of registration fees may be alternated between the two partner universities or at one of them, and must be defined in the cosupervision agreement.
- **Direction, codirection of thesis:** The thesis work is supervised by two thesis directors, each attached to one of the partner institutions.
- **Duration of the thesis:** A thesis generally lasts 3 years, with the possibility of a 4th year subject to the agreement of the doctoral school, the University of Toulouse and the partner university. However, it is possible to have an initial duration of 4 years, if the funding is for 4 years.
- **Funding:** In Health Technology Sciences, during the doctoral student's stay in France, the thesis must be financed with a minimum of €1,200 per month. This information will be checked at the school and must be known and defined according to the above-mentioned timetable for the entire duration of the thesis at the time of 1st registration.
- **Mobility:** The thesis project must include balanced periods of work in both institutions: a minimum period of mobility corresponding to 30% of the doctoral project (i.e. 12 months for a 3-year thesis) is required for a cosupervision in Toulouse. This 12-month period may be spread over the duration of the thesis in accordance with the work schedule defined by the doctoral student and his/her thesis supervisors. It may be done in one go or several. The balance of the 30% must be maintained in the event of an extension to the duration of the thesis, as defined by a supplementary agreement.
- **Training:** The minimum training requirements are defined in the internal regulations of each doctoral school. Training in ethics and scientific integrity is compulsory.
- **Manuscript of thesis:** A single manuscript is written in the language chosen by the thesis supervisor and the doctoral student, which must be understandable to both universities.
- **Intellectual property:** The principles of intellectual property are not included in the cosupervision agreement but may be the subject of an additional contract
- **Rapporteur:** The manuscript is examined prior to the defence by two rapporteurs from outside the two institutions and from outside the doctoral student's research. They are not involved in any way in the research work of the doctoral student.
- **Thesis Defense:** A joint defence will be held at both institutions (the location of this

defence will be determined in advance in the cotutelle contract). The language of the defence must be understandable to all the members of the jury; English is the default language.

- **Defence jury:** In Toulouse, the balance in the composition of the defence jury must be defined in the cosupervision agreement and comply with the following principles:
 - Its composition must be between 4 and 8 members;
 - The thesis supervisor and any other person who has participated in the supervision of the thesis may be a member of the jury, but will not take part in the decision- making process;
 - The composition of the jury must be balanced between the two establishments and include at least half of the members from outside the two establishments (if it is impossible to find half of the members from outside the two establishments, this derogation must be included in the cosupervision agreement or an amendment; this justified derogation request will be examined by the Doctoral Disciplinary Policy Council);
 - Half of the members of the jury must be researchers or teacher-researchers of rank A or equivalent;
 - The composition of the jury must be mixed, i.e. it must include at least one woman or at least one man.
- **Diploma:** After the defence, following the jury's decision and the submission of the final version of the manuscript to the joint documentation services in Toulouse (corrected for any requests from the jury), the doctoral student obtains the doctoral diploma of each university. Each diploma will mention the cosupervision with the partner institution.

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