

AGREEMENT FOR JOINT THESIS SUPERVISION**Between the University of Haute Alsace and the University of (name of partner body)**concerning : **Mr/Mrs/Miss “First Name Last Name”**Pursuant to the regulations in force in **(name of country of the partner University, region or province, if necessary, references of the applicable regulations)**,

and in view of :

- the legal and statutory provisions governing cooperation between public bodies with a scientific, cultural and professional vocation and other public or private bodies in France and abroad,
- the education code, notably articles L. 123-7, L. 612-7, D. 123-12, D. 123-13 and D. 123-14,
- amended decree n° 2002-482 of 8 April 2002 concerning the application of construction of a European higher education solution to the French higher education system,

- the order dated 25 September 1985 relative to the methods for filing, notifying and reproducing theses or works submitted in support of a PhD degree,

- the order dated 25 April 2002 relative to doctoral studies,

- the order of the French Ministry of Education, Higher Education and Research dated 6 January 2005 relative to joint supervision of theses,

- the opinion of the French National Higher Education and Research Council dated 15 November 2004,

- the order dated 7 August 2006 relative to doctoral training,

- the exchange student protocol between UHA and **(name of partner university) of (date of signature of protocol, if any)**,

- the opinion of the safety and defence officer (*fonctionnaire de sécurité et de défense* or *FSD*) of the University of Haute Alsace dated **(to be filled in by FSB)**,

The University of Haute Alsace (UHA)

Headquartered at 2 rue des Frères Lumière, Mulhouse (68093), France, represented by its President, Professor Alain Brillard,

And the University of (name and acronym of partner body)Headquartered at **(address and international telephone numbers)** represented by **(title, first and last name of the President of the partner body)**, hereinafter referred to as the partner body.**Hereby decide the following provisions concerning preparation of a jointly supervised thesis****Mr Mrs Miss “First Name Last Name”**

Hereinafter referred to as the “PhD student”.

UHA – name of partner body – Agreement for joint thesis supervision **First/Last name of PhD student - date**

A true certified translation of the document presented to me. Ref. : 2812045

Sallem Talb, Sworn Translator, Court of Colmar 68 000, France, 05 December 2008

I – ADMINISTRATIVE METHODS

Article 1

A joint thesis supervision procedure is hereby set up as of the academic year **200*-200*** for a provisional period of 3 years (*), in favour of

Mr Mrs Miss First and Last Name of PHD student

date of birth ; ; place of birth : ; country :
residing : **(home address in country of origin)**

hereinafter referred to as the PhD student, holding **name and specialty of degree permitting PhD enrolment (**)**

The PhD student has filed a thesis on the subject of (***) : **(Provisional title of thesis)**

(*) By special dispensation, and subject to the recommendation of the Thesis Commission, the president of UHA may grant an additional year upon the joint proposal of two thesis directors (art. 2 order dated 25-04-2002).

(**) Dispensation from the Research Master may only be granted to applicants who have followed and successfully completed a university course of at least 5 years' study after the French baccalaureate, who have already followed theory and/or methodology courses at Research Master's level and who can provide evidence of having conducted basic research resulting in publication(s) or a dissertation at the level required for a Research Master's. In any event, the said publication or dissertation (even if it is confidential) must be attached to the request for request.

(***) As regards UHA, the subject of the thesis, jointly proposed by the two co-directors, is decided on under the responsibility of the institutional heads (art. 8 order dated 25-04-2002) on the recommendation of the Doctoral School Bureau and the Thesis Commission.

Article 2

The PhD shall be prepared at UHA and by alternate work periods evenly divided between the two partner universities, in **(Acronym of partner university)** France and in **(name of partner country)**, according to the following estimated timetable :

Academic year : **200x - 200x+1**

UHA: period from **dd-mm-yyyy** to **dd-mm-yyyy** (or **x** months)

Acronym partner body : period from **dd-mm-yyyy** to **dd-mm-yyyy** (or **x** months)

Academic year : **200x+1 - 200x+2**

UHA: period from **dd-mm-yyyy** to **dd-mm-yyyy** (or **x** months)

Acronym partner body : period from **dd-mm-yyyy** to **dd-mm-yyyy** (or **x** months)

Academic year : **200x+2 - 200x+3**

UHA: period from **dd-mm-yyyy** to **dd-mm-yyyy** (or **x** months)

Acronym partner body : period from **dd-mm-yyyy** to **dd-mm-yyyy** (or **x** months)

If dispensation is granted, for an additional period, for

the Academic year : **200x+3 - 200x+4**

UHA: period from **dd-mm-yyyy** to **dd-mm-yyyy** (or **x** months)

Acronym partner body : period from **dd-mm-yyyy** to **dd-mm-yyyy** (or **x** months)

UHA – name of partner body – Agreement for joint thesis supervision **First/Last name of PhD student - date**

A true certified translation of the document presented to me. Ref. : 2812045

Sallem Talb, Sworn Translator, Court of Colmar 68 000, France, 05 December 2008

Subject to the provisions set out in article 13, the UHA Doctoral School may authorize an adjustment in the length of absence period depending on material requirements of scientific opportunities by the state of progress of the work

() the total time spent in either country must be at least 30%*

Article 3

The PhD student shall be seconded to *Laboratory name and acronym* of UHA and to *laboratory name and acronym of (acronym of partner body)*

The PhD student must be enrolled at the two partner bodies. As regards UHA, this administrative registration by the admissions department shall be renewed at the start of each academic year.

Registration fees shall be paid to the original body every year.

Upon the first enrolment for a PhD, the UHA thesis charter shall be signed by the PhD student, the thesis directors, the director of the Doctoral school and the manager of the entity or host team.

Article 4

During stays in France, PhD students shall register with the student social security scheme at their own expense.

PhD students who **enrol before the limit age of 28** may still benefit from student social security cover for a further and maximum period of 4 years (decree dated 28 June 1991 on the raising of the age limit stipulated in article L381-4 of the social security code). Students are advised to take out complementary private health insurance.

If over the age limit, the student must take out civil liability cover. The relevant insurance certificates must be produced at the time of enrolment at UHA.

During stays at UHA, the PhD student shall benefit from *list specific benefits granted to UHA PhD student*.

During stays at *(acronym partner body)* the PhD student shall benefit from *list the specific benefits granted to PhD Students of the partner body*.

Article 5

Where possible, the competent departments of the universities in each country shall arrange for the PhD student's accommodation (*if specific measures are available, list them*). Furthermore, the PhD student's original university shall make every effort to offer renewable funding source every year a minimum amount of... For admission to UHA, equivalent to the amount of the MRT grant applying at the time the agreement is signed. Similarly, French PhD students must prove a minimum income of... for admission to *(acronym of partner body)*.

Article 6

Before arriving at the UHA laboratory, the PhD student from *the partner body* must complete the admission formalities such as signing a confidentiality agreement and the computer use charter. Similarly, the French PhD student must comply with the standard practices at the partner body

UHA – name of partner body – Agreement for joint thesis supervision **First/Last name of PhD student - date**

A true certified translation of the document presented to me. Ref. : 2812045

Sallem Talb, Sworn Translator, Court of Colmar 68 000, France, 05 December 2008

Article 7

The mutual agreement of both universities is necessary before the results obtained in the research programme 1) may be published if the research programme involves confidentiality issues 2) may be used to file for a patent or commercial exploitation. To that effect, a Steering Committee has been set up at each University to settle any matters in connection on with intellectual property and the conditions under which any such results may be used.

For the UHA, the Committee is chaired by the Vice-president Research and includes:

- the Thesis Director
- the UHA Development Manager

For (acronym of Partner University) the Committee is chaired by (name of chairman's function) and includes (list respective functions of members):

-
-

II – STUDY METHODS**Article 8**

The thesis shall be prepared under the joint supervision of the co-director's name, title at UHA, and co-director's name at (acronym of partner body) who jointly and severally accept this responsibility towards the PhD student.

During stays at UHA, the PhD student shall attend the training courses, lectures, seminars and work placements organized by the Doctoral School (art. order dated 25-4-2002). To complete this training, the student will follow any training courses, lectures, seminars and complementary work placements during the stay(s) at the partner body, approved by decision of the Doctoral School Bureau. In any case, the French part shall only give permission for the oral examination for thesis if the PhD student can prove a doctoral training activity equivalent to that required by the Doctoral School.

Specify the complementary courses available to the PhD student at each of these bodies: courses (number of hours), seminars, credits, etc.).

Article 9

For UHA, regarding the oral examination for thesis, the PhD student's works shall be examined by at least two examiners qualified to manage research studies, selected from outside the contracting bodies and appointed by the UHA Thesis Commission, on the proposal of the Thesis co-directors (art. 10 order dated 25-04-2002). For (acronym of partner university), the PhD student shall be examined by (number of examiners and status by partner body), according to that body's rules for marking theses.

Article 10

The thesis examination board shall comprise an equal number of scientific representatives from both partner bodies and total between 4 and 8 members, including the 2 Thesis Directors. At least half the members must be qualified to supervise research or similar studies. The thesis co-directors may not be the examiners or chairman of the thesis examination board (*) (art. 12 dated 25-04-2002 and art. 7 of 06-01-2005).

(*) If the thesis is presented at UHA, the usual provisions are applicable after agreement with the competent bodies of the partner body. If it is presented at the partner body, the UHA Thesis Commission must approve the composition of examination board.

UHA – name of partner body – Agreement for joint thesis supervision First/Last name of PhD student - date

A true certified translation of the document presented to me. Ref. : 2812045

Sallem Talb, Sworn Translator, Court of Colmar 68 000, France, 05 December 2008

Article 11

The thesis paper shall be written in English and accompanied by a 20-page summary in **(language of partner body country)** and French. The oral thesis shall be delivered in English and the summary shall be verbally presented in **(language of partner body's country)** and in French.

The brief summary that is mandatory in France, for the requirements of the Common Documentation Department, shall be written in both languages (French and **language of partner body country**).

Article 12

A single report shall be written in English after the oral examination for thesis. The reference to joint supervision and the titles of the two qualifications obtained must appear in the thesis summary.

- The UHA will award the applicant a PhD degree. Pursuant to current French regulations, the student will be issued a Doctor of the University of Haute Alsace diploma that mentions the
- Specialty or discipline, the title of the thesis, mention of the international joint supervision, the names and titles of the members of the jury and the date of the oral examination of the thesis.
- **(acronym of partner body)** shall issue the **name of foreign university qualification or grade** diploma according to the applicable regulations and standard practice in **(name of country of partner body)**.

Article 13

The thesis shall be filed, notified and reproduced in both partner countries in compliance with the applicable regulations.

Article 14

In case of modifications or adaptations rendered necessary during the preparation of the PhD, a codicil to this agreement shall be adopted under conditions complying with the regulations in both countries and their PhD enrolment methods.

UHA – name of partner body – Agreement for joint thesis supervision **First/Last name of PhD student - date**

A true certified translation of the document presented to me. Ref. : 2812045

Sallem Talb, Sworn Translator, Court of Colmar 68 000, France, 05 December 2008

Official stamps, names and signatures:

Drawn up in 5 original copies.

At Mulhouse, on :

At, on:

Prof. or Dr. First Name and Last Name

Prof/Dr. First Name Last Name

Co-director of thesis at University of Haute Alsace

Co-director of thesis at University of
(name of body)

Prof. or Dr. First Name and Last Name

Prof/Dr. First Name Last Name

Director of receiving laboratory at UHA

Director of receiving laboratory at
(partner body)

Prof.

Other Prof/Dr. First Name Last Name

Director of Doctoral Scholl

Function

Prof. (name of President of UHA)

Prof. (name of President of partner body)

President
University of Haute Alsace

President of University of **(name of partner body)**
Partner body

UHA – name of partner body – Agreement for joint thesis supervision **First/Last name of PhD student - date**

A true certified translation of the document presented to me. Ref. : 2812045

Sallem Talb, Sworn Translator, Court of Colmar 68 000, France, 05 December 2008



Confidentiality undertaking

I, the undersigned, (full name of applicant), in view of my PhD work jointly supervised by the University of Haute Alsace (UHA) and the University of Jilin (JLU) signed on .../.../..., at the (code and name of laboratory) laboratory, hereinafter the Laboratory, supervised by (full name and title of thesis director), hereinafter the Thesis Director, undertake to maintain the strictest secrecy on all information concerning the University of Haute Alsace and the Laboratory brought to my knowledge in the context of the tasks assigned to me.

This undertaking covers, without being restricted to, any information (including information of a technical nature or concerning tests, and all data) relating to the studies, programmes, techniques, applications, markets, products and generally speaking, the activities of the University of Haute Alsace and the Laboratory. This information shall remain strictly confidential. I undertake to maintain full secrecy on the said information and not to reveal, disclose or pass this information to anyone without the prior consent of the Thesis Director in the specific context of the work in cooperation with the University of Jilin.

This undertaking is not limited to the duration of the thesis at the University of Haute Alsace and the University of Jilin.

Furthermore, I, the undersigned,, agree to abide by the clauses and conditions of the joint supervision agreement, the Laboratory charter and the computer use charter, copies of which are available from the Laboratory Director.

Established in Mulhouse, on

Signature preceded by the mention
"Read and approved"

UHA – name of partner body – Agreement for joint thesis supervision **First/Last name of PhD student - date**

A true certified translation of the document presented to me. Ref. : 2812045

Sallem Talb, Sworn Translator, Court of Colmar 68 000, France, 05 December 2008