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Inter-university agreement for mobility

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**ABSTRACT:**

This deliverable is a guideline for the most effective practices to establish a PhD students mobility agreement in the future frame of the work within the partners of the PETRUS III Consortium.

**RESPONSIBLE:**

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**INTERNAL REFERENCES: N/A**

## Signatures

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## Abbreviations


## Introduction

Improving mobility at doctoral level is seen as an important building block in securing the long-term future of the radioactive waste disposal research. PhD mobility generally understood as “short” visits (e.g. 3 months up to one year) is an important aspect of researcher education to the benefit of both the PhD student and the institutions. The first objective of the task T3.3 of Petrus III was to create a framework to promote mobility of doctorate candidates within PETRUS III universities and research centres partners. For this purpose, T3.3 has produce an exchange agreement comparable with the learning agreement that was developed in WP1. The main goals are:

- To make mandatory at least one mobility period for PhD students who follow studies on radioactive waste disposal in the PETRUS partner universities.
- To define research topics that the student will work on during the mobility period.
- To define the outcomes of the mobility period (e.g. production of a common paper).
- To facilitate access to research facilities for practical training (e.g. underground laboratory).

This agreement has aim to be extended to other universities and research centres outside the Petrus III consortium.

Although the usual rule is that incoming candidates have to seek their own funding, the consortium will also work in finding more flexible solution for cover the mobility costs through existing national or/and European mechanism (e.g. Marie Curie fellowship). Particularly, the specific objectives of the 2015 Marie Skłodowska-Curie Innovative Training Networks (ITN) are<sup>1</sup>:

- to train a new generation of creative, entrepreneurial and innovative earlystage researchers able to face current and future challenges and to convert knowledge and ideas into products and services for economic and social benefit;
- to raise excellence and structure research and doctoral training, extending the traditional academic research training setting, and equipping researchers with the right combination of research-related and transferable competences. They will provide enhanced career perspectives in both the academic and non-academic sectors through international, interdisciplinary and intersectoral mobility combined with the innovation-oriented mind-set.

Petrus III partners could be beneficiaries of a ITN and to contribute directly to the implementation of the joint training programme of the network by recruiting, supervising, hosting and training researchers. They may also provide secondment opportunities.

<sup>1</sup> Please see also *Principles for Innovative Doctoral Training*:  
([http://ec.europa.eu/euraxess/pdf/research\\_policies/Principles\\_for\\_Innovative\\_Doctoral\\_Training.pdf](http://ec.europa.eu/euraxess/pdf/research_policies/Principles_for_Innovative_Doctoral_Training.pdf))

## **Inter-university agreement for mobility**

As practical example, a Double Doctorate Cooperation Agreement that one university can be signed with other universities is presented in the next pages.

# Double Doctorate Cooperation Agreement

between

FIRST UNIVERSITY NAME, Country  
A

and

SECOND UNIVERSITY NAME,  
Country B  
regarding

DOUBLE DOCTORAL (PhD) PROGRAMME

**[PETRUS-III]**

## ARTICLE I - INTRODUCTION

The First University Name (hereafter UN1) and Second University Name (hereafter UN2) have recognized their mutual interests in research and in the development of doctoral training and wish to specify the terms under which students from both universities may be admitted to a double PhD programme and granted, upon successful fulfilment of all requirements for graduation at each university, a double doctorate, that is, the official PhD degree certificates of comparable academic levels from both universities.

This Cooperation Agreement identifies and defines the terms of implementing the double doctoral programme, the rights and responsibilities of both parties and the requirements of UN1 and UN2 regarding the awarding of double doctorates.

The doctoral programmes included in this agreement are:

- Doctorate in xxxxxxxx, from the UN2 side
- Doctorate in yyyyyyyy, from the UN1 side.

The number of exchanged students between both universities will be balanced when possible. Unbalanced exchange in the number of exchanged students shall be allowed in the case that both institutions agree and there were vacancy positions and available budget. The total number of exchanged students will be established and agreed every academic course by the coordinators of the doctorate programmes and international affairs responsible from both institutions.

Both universities should designate a double doctorate cooperation agreement Coordinator. The Coordinators have the responsibility of the implementation of the agreement and supervise the accomplishment of the terms agreed in this document.

The UN2 designates to Prof. xxxxxx as supervisor of the Doctorate in xxxxxxxx programme. The UN1 designates to Prof. yyyyyy as supervisor of the Doctorate in yyyyyyyy programme.



## **ARTICLE II - APPLICATIONS, ADMISSION AND REQUIREMENTS**

Applications should be presented at the exchange agreement coordinator secretariat of the local university in the period established for each available position.

The local university will select the candidates to participate in the programme.

Applicants must meet the admission requirements specified by the doctorate programmes in both institutions. Annex I summarizes the regulations applicable to doctorate programmes in both universities.

Applicants should be approved by the hosting university.

Students will be admitted to both doctorate programmes, according to each university's prevailing admission criteria and the corresponding doctorate programme regulations.

The student must demonstrate an appropriate English language level to be eligible to participate in the double diploma programme.

Students will be admitted on a full-time basis to the double programme.

A set of documents detailing course requirements at both universities and requirements related to the research to be conducted, the final written thesis /dissertation and its oral defence, the assessment /grading of the thesis, and the financial plan for the study period will be negotiated and concluded on faculty-level for each individual student taking part in the double doctoral programme. These documents (hereafter Double Doctorate Annexes) will be ratified by the student's main supervisors at UN1 and UN2, and they will form annexes to this Cooperation Agreement.

## **ARTICLE III - SUPERVISION OF RESEARCH**

For each student, there must be one supervisor at each university with allocated equal responsibilities. The responsibilities and roles of the supervisors are to be specified in the individual Double Doctorate Annexes.

The supervisors should have a PhD degree or equivalent with at least two years of post-doctoral research experience or hold a position where one is qualified to supervise

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doctoral studies according to the university regulations. At UN2 a PhD student must have at least one supervisor who holds the position of an assistant professor ("Docent") and at UN1 one supervisor holding at least the position of assistant professor (or equivalent), the PhD diploma and enrolled in the doctorate programme.

#### **ARTICLE IV- PERIOD OF CANDIDATURE**

A full time student is expected to complete the requirements of the PhD programme in four (4) years or that period imposed by governmental and universities regulations. If the student requires more time he/she must seek approval from both universities. The aim of both parties is that the student will spend approximately equal amounts of time at each university. However, if this is not possible, students of the double doctoral programme must spend at least one academic year at the partner university. Details regulating this will be specified in the Double Doctorate Annex.

#### **ARTICLE V - COURSEWORK REQUIREMENTS**

The student must satisfy the course work requirements of both UN1 and UN2, which may be complementary or additional to those of the other university. Details regulating this, including a scheduled study plan, will be specified in the Double Doctorate Annex.

The supervision of the student's doctoral thesis will be performed accomplishing the realization and defence regulations applicable at both universities. In concrete, the reference regulation should be those applicable in the country where the dissertation and defence take place. The doctoral thesis can be presented in any of the universities.

#### **ARTICLE VI - TUITION AND FINANCIAL MATTERS**

**(a) Fees**

Both universities agree to waive tuition fees for students under this double programme, except for those obligatory fees that each university might establish.

Costs incurred at the universities related to the conducting of research will be covered by project grants as agreed by the supervisors and regulated in the Double Doctorate Annex.

At the final of every academic period and at the final of the students' coursework, the hosting university will deliver to the student's origin university an official transcription of the student's advances report.

**(b) Research scholarship, travelling and subsistence expenses**

To be considered for admission to the double doctoral programme, applicants must have secured financing through grants or other funding sources prior to registration.

**ARTICLE VII - CONTINUATION, WITHDRAWAL,  
TERMINATION OF CANDIDATURE**

Students of the double doctoral programme are required to follow the rules and regulations of both UN1 and UN2 for doctoral candidates, including the conditions for continuation, withdrawal and termination of doctoral studies. If a student wishes to leave the double doctoral programme he/ she will be free to pursue a regular degree at either university, provided that existing regulations permit it.

**ARTICLE VIII - EXAMINATION: THESIS/DISSERTATION**

An examination committee, as well as an external examiner (opponent), are responsible for the examination of both the written thesis/ dissertation and the oral defence. Procedures are outlined below.

**a. Examination committee**

The regular appointing bodies of the two universities will constitute a joint examination committee. The committee should consist of 5 members, with at least one member from the partner university where the oral defence of the dissertation will not take place. One committee member will be external, representing a university other than UN2 or UN1. One of the members of the committee will be named the chairperson and will be the responsible to conduct all the process.

**b. Written thesis / dissertation**

The student's doctoral thesis will be written in English and consist of a document describing the research activity and achievements obtained by the student which will be written according to the standard thesis format at the two universities. The supervisors will certify - in writing or otherwise, as prescribed by the regulations at the two universities - that the thesis/dissertation is ready for examination. Following this, a preliminary evaluation of the thesis/dissertation is to be made by a committee elected following the regulation at each

university and will follow any of the established procedures to qualify the thesis/dissertation. If the level is found to be acceptable, the student will be given permission to complete his /her thesis and undergo the oral defence.

c. **Oral defence of the thesis/ dissertation**

The student undergoes one oral defence only, either at UN1 or at UN2, with participation of the examination committee members.

The oral defence is to be conducted in English and it will be a public (i.e. open to a general audience), 2-3 hour session which is chaired by the chairperson of the examination committee.

d. **Examination committee meeting**

The student's performance during the oral defence, together with the written thesis and research results, will form the basis for the examination committee's decision, which shall be taken immediately after the oral defence by vote in a closed meeting by way of simple majority. The supervisors should leave the room before the voting.

## ARTICLE IX - GRADUATION AND AWARD OF DEGREE

a. **Graduation**

The student must satisfy:

- The graduation requirements for coursework at both universities (through qualifying examinations);
- The requirements for the written thesis/dissertation;
- The requirements for the oral examination.

b. **Double Doctorate**

Both universities will issue their PhD degree certificates when all requirements from both universities are fulfilled. The doctoral degree certificates of both universities shall indicate that the degree has been awarded within a double PhD programme: the degree certificate from UN1 shall list the postgraduate courses transferred from the partner university, and the degree certificate from UN2 shall list the postgraduate courses transferred from the partner university. In addition, the university where the examination has been agreed to take place will issue an extra joint document. This document will include:

- The two university logos side by side;
- Statements attributed to both awarding bodies of the universities;
- Title of the degree in the XXXX, YYYY and English languages;

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- Student's name and date of birth;
- Explanatory note specifying the type of cooperation under which the student has been issued with the official degrees;
- Date of award;
- Signatures of the two authorities;
- University seals to be embossed.

## **ARTICLE X - USE OF INTELLECTUAL PROPERTY**

Issues related to rights in Intellectual Property developed during the course of research, including ownership, registration, exploitation rights and revenue sharing will be included in the individual agreement for each student.

Any publication of the research shall only be possible with the prior written consent of both parties and the PhD candidate, with the understanding that such consent should not be unreasonably withheld. As far as is feasible according to national legislation regulating public access to official documents, the contractors undertake to preserve the confidentiality of any document, information or other material directly related to the outcome of the framework agreement and/ or specific agreements that is duly classed as confidential, if disclosure could cause prejudice to the other contractor.

Publications will acknowledge that the research was carried out during the course of the Double Doctoral Degree Programme between UN1 and UN2.

## **ARTICLE XI - SPECIAL SITUATIONS**

The Boards of Doctoral Studies of the two universities shall resolve any disputes arising from interpretation of this Cooperation Agreement jointly. In case of non-resolution, the first step is mediation by the Rector of UN1 and the President of UN2 and the second step is to refer the dispute to arbitration by an arbitrator jointly appointed by the Parties. If failing resolution, the dispute shall be finally resolved by arbitration in the English language in accordance with the arbitration rules of arbitration of the International Chamber of Commerce.

## **ARTICLE XII - GOVERNING LAW**

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This Cooperation Agreement shall be governed by and construed in accordance with the laws of both countries.

## **ARTICLE XII - EFFECTIVE DATE AND TERMINATION**

This Cooperation Agreement will become effective upon signing and shall remain in effect for a period of five years from the date of the last signature. Both partner universities may at any time review this Cooperation Agreement and the actions taken under it. Modifications to this Cooperation Agreement may be made by mutual agreement and confirmed through an exchange of letters. The Cooperation Agreement may be extended by mutual consent by the two parties.

Both parties agree that in the event of any party wishing to terminate the Cooperation Agreement, the student enrolled under the double programme will be allowed to proceed and graduate under the programme.

The termination notice period is one year.

*For UN2*  
President of  
UN2  
Name

*Date*.....

Signature:

Dean  
*School of*  
UN2

Name:

Signature:

*For UN2*  
Rector of the  
UN1  
Name

*Date*.....

Signature:

Dean  
*Faculty of*  
UN1

Name:

Signature:

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## **ANNEX I:**

### **REGULATIONS**

#### **Applicable regulations at UN2:**

1. Higher Education Ordinance (SFS 1993:100)
2. UN2 Internal guidelines (13/2006)

#### **Applicable regulations at UN1:**

1. General (governmental) regulations:
  - a.
  - b.
  
2. UN1 regulations:
  - a.
  - b.



## Conclusions

The objective of PETRUS III was to extend this cross-board collaboration to the creation of training programmes and multidisciplinary research tasks for PhD students.

This deliverable has proposed a Inter-university agreement for mobility to be used by PhD Students in the frame of the PETRUS-III project. In principle, it is oriented toward the establishments of Double Doctorate programmes but could be applied to shorter mobility periods agreements.

The present version of the deliverable contains basic suggestions to be discussed with project Partners and further elaborated on the basis of the received feedback. On the basis of this feedback, a more structured and detailed proposal will be conceived, aiming at defining the basic principles for the establishment of a PhD mobility programme in the field of Radioactive Waste Geological Disposal.