



2017-2018 academic year

## Individual Doctoral Training Agreement

Having regard to the French Ministerial Order of 25 May 2016, specifying the national framework for training programmes, as well as the conditions and procedures for awarding the French doctoral degree. Having regard also to the PhD Charter of the Université de Lyon.

### Between:

[Title, surname, first name], hereinafter referred to as the “PhD student”, on the one hand,

### and

[Title, surname, first name], hereinafter referred to as the “thesis director”, on the other hand,

### Considering that:

- Article 12 of the French Ministerial Order of 25 May 2016 makes provision for drafting an individual training agreement pursuant to the PhD charter.
- The relevant institution of registration guarantees the agreement’s proper implementation via the doctoral schools.

### The following is agreed:

**Article 1.** The PhD student is registered:

|   |
|---|
| <b>Institution of registration:</b> [Name]  |
| <b>Doctoral school:</b> [Number + name], directed by [director’s surname, first name] |
| <b>Title of doctoral studies:</b> [Specialization]                                    |
| <b>Thesis subject:</b> [Thesis title]   |
| <b>Research unit:</b> [Name], directed by [director’s surname, first name]            |
| <b>Thesis director:</b> [Title, surname, first name]                                  |
| <b>Co-thesis director</b> (if applicable): [Title, surname, first name]               |

|   |
|---|
| <b>Co-thesis director at a company/firm</b> (if applicable): [Title, surname, first name] |
| <b>PhD student's e-mail address:</b>  |

|  |
|--|
| <b>For an international, jointly supervised thesis</b>                       |
| <b>Partner institution:</b> [Name of the partner institution, city, country] |
| <b>Research unit:</b> [Name], directed by [director's surname, first name]   |
| <b>Thesis director abroad:</b> [Title, surname, first name]                  |

## Article 2. PhD student's status

|  |   |
|--|---|
| <b>Contractual</b> Yes <input type="checkbox"/> No <input type="checkbox"/>  | If "Yes", contract type:<br><input type="checkbox"/> Doctoral contract<br><input type="checkbox"/> Fixed-duration contract<br><input type="checkbox"/> CIFRE contract |
| <b>Grant/scholarship holder</b> (foreign grant or scholarship)    Yes <input type="checkbox"/> No <input type="checkbox"/> |   |
| <b>With a salaried job</b> ("professional" status)    Yes <input type="checkbox"/> No <input type="checkbox"/>             |   |
| <b>Other form of funding</b> Yes <input type="checkbox"/> No <input type="checkbox"/>                                      |   |
| <b>No funding</b> Yes <input type="checkbox"/> No <input type="checkbox"/>   |   |

## Article 3. Thesis duration/scheduling

As stipulated in Article 14 of the French Ministerial Order of 25 May 2016: "As a general rule, PhD students spend 3 years preparing their thesis, according to a full-time research schedule. However, doctoral studies may be pursued for up to 6 years."

The PhD student's research schedule:

|   |   |
|---|---|
| <input type="checkbox"/> <b>Full time</b> | <input type="checkbox"/> Additional activities not covered by the doctoral contract (if applicable) |
|---|---|

□ **Part time** (*at least 50% of the student's time must be dedicated to preparing his/her thesis*) **Quota:**

**For a part-time schedule, please specify the PhD student's professional status:**

#### **Article 4. Thesis project description**

No more than 2 pages in length, the thesis project description shall present the thesis's scientific context and its principal objectives. This description must be appended to the present agreement.

#### **Article 5. Supervision and monitoring of the thesis**

- a. Conditions and procedures for integrating the host laboratory (accessing the laboratory and its facilities, office space, access badge, etc.).
- b. For a thesis prepared in collaboration with a partner institution (academic or industrial body): please specify the names and contact information of the partner(s), as well as the integration conditions and procedures (percentage of work time spent at the partner site and your research schedule).
- c. Conditions and procedures for the thesis supervision, the monitoring of the training and the pursuit of the doctoral research (student monitoring description: meeting frequency, distance monitoring, etc.).

#### **Article 6. Projected research project calendar**

Schedule covering the duration of the thesis, including any stays spent away from the host laboratory, the drafting of the thesis paper and the thesis defence.

#### **Article 7. Material conditions for carrying out the research project**

Any funding connected to the project, experimental systems/resources, computer equipment, special tools, conditions for submitting papers to and participating in colloquiums/symposiums, etc.

#### **Article 8. Career plan**

Presentation of possible avenues (public and/or private options) envisaged by the PhD student and the suitability of his/her research project in pursuing them.

#### **Article 9. Projected individual training programme associated with this project**

- a. Scientific training courses

- b. Cross-disciplinary training courses (offered by the Université de Lyon, the doctoral school, libraries, etc.)
- c. Other training

**Article 10. Research work promotion and dissemination objectives**

- a. Planned publications, conferences and colloquiums: all papers must conform to the current signature protocol (provided by the research unit director).
- b. Any confidentiality constraints
- c. Intellectual property and patents

Signed in (city/town): \_\_\_\_\_ on (date): \_\_\_\_\_ with a single original copy,

|  |             |
|--|-------------|
| <b>Signatures (with the laboratory director’s stamp, if applicable):</b> |             |
| Thesis director  | PhD student |

**Article 11. Duration and termination**

This agreement is concluded for the duration of the thesis. It may be modified as needed, upon re-registration, by signed agreement between both parties.

|  |             |
|--|-------------|
| <b>Revised on (date):</b>  |             |
| <b>Signatures (with the laboratory director’s stamp, if applicable):</b> |             |
| Thesis director  | PhD student |

**PLEASE NOTE:** This signed document must be included in the PhD student’s SIGED file (“Additional documents” section).