



International Doctoral College

# A GUIDE FOR THE DOCTORAL STUDENT IN BRITTANY

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How to do a doctoral thesis  
in Brittany

> English



UNIVERSITÉ  
EUROPÉENNE  
DE BRETAGNE

# A GUIDE FOR THE DOCTORAL STUDENT IN BRITTANY

## How to do a doctoral thesis in Brittany

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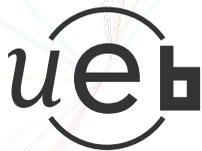
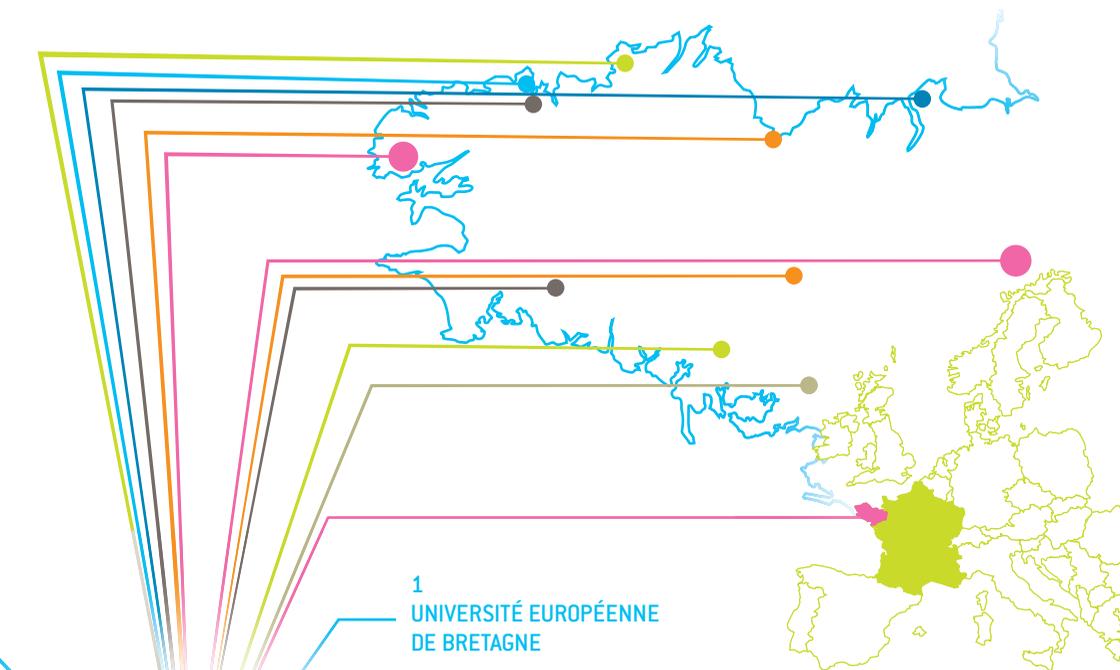
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## 1 UNIVERSITÉ EUROPÉENNE DE BRETAGNE

The UEB - guaranteed excellence and international ambition.

The UEB – Université Européenne de Bretagne (the European University of Brittany) – is one of the PRES (Pôles de Recherche et d'Enseignement Supérieur – research and higher education clusters) created by decree in March 2007.

With 72,000 students and more than 6,000 professionals at the service of higher education and research, the UEB enables establishments to acquire a critical size - a crucial criterion for greater international prominence and recognition.

The UEB - together with its 9 founder members (Université de Bretagne Occidentale, Université de Bretagne Sud, Université de Rennes 1, Université Rennes 2, Agrocampus Ouest, ENS Cachan (Brittany campus), ENSCR, INSA Rennes, and TELECOM Bretagne)

and its 14 associate members (Centre Régional de Lutte Contre le Cancer (Centre Eugène Marquis), the Brest and Rennes university teaching hospitals, Écoles de Saint-Cyr Coëtquidan, EHESP, École Navale, Enib, Ensai, IEP de Rennes, Ensieta, Supélec (Rennes campus), the Roscoff Station Biologique (Université Paris 6), Cemagref, and INRIA Rennes - Bretagne Atlantique - is combining its strengths and taking up its place as a research and higher education cluster of international stature.

The UEB – Université européenne de Bretagne is an 'établissement public de coopération scientifique' (EPCS – public scientific cooperation institute) whose headquarters are in Rennes. It is headed by its president, Guy Cathelineau, and managed by a governing council.



See the UEB's website:  
>> [www.ueb.eu](http://www.ueb.eu)



Brittany has about 2,800 doctoral students who are divided up into 8 doctoral schools. The doctoral schools, which act as research team support structures, promote synergy between the disciplines and offer supplementary courses to facilitate career development.

**The 8 doctoral schools are structured around Brittany's 4 universities**

(the Université de Bretagne Occidentale (UBO), the Université de Bretagne-Sud (UBS), the Université de Rennes 1, and the Université Rennes 2 – Haute Bretagne).

**The UEB represents an enormous research potential, and thus it has responsibilities which are just as important as those which are teaching and training-related.**

This training and experience in research are an essential requisite for the development of a knowledge and innovation-based economy and society - a recognised objective of the European Union.

It is the UEB's ambition to contribute to this by offering within its doctoral programmes a very high level of scientific doctoral training, a diverse range of supplementary courses, and personalised supervision of doctoral students' professional projects. To guarantee the quality of its doctorate and to fulfil the ambitions of its doctoral policy, the UEB attaches great importance to several key points:

#### Transparency:

In the recruitment of doctoral students and the awarding of research grants, and in the respect of the rights and duties of doctoral students, trainers and supervisors, the laboratory, or the host establishment - as expressed in the Doctorate Charter;

#### Welcome:

A personalised welcome makes it easier to deal on an individual basis with all doctorate-related administrative questions;

#### The professional project:

An individual continuing training plan in addition to the research project. This promotes the development, deepening, and diversification of knowledge and skills well beyond that of the scientific threshold;

#### Increase of the awareness of supervisors and trainers:

by consciousness-raising seminars on doctoral students' professional projects;

#### The future of doctoral students:

by the monitoring of doctoral training indicators, and help in job search preparation and career development;

#### Networking

of the UEB's doctoral students and doctors through a variety of associations.



See the ministerial order of 7 August 2006

on doctoral training:

>> [www.legifrance.gouv.fr](http://www.legifrance.gouv.fr)

## 2.1 SHOS

Sciences of Man, Organisations, and Society Doctoral School / Sciences de l'Homme, des Organisations et de la Société



The SHOS (Sciences de l'Homme, des Organisations et de la Société – Sciences of Man, Organisations, and Society) Doctoral School covers the following subject fields:

> law > economics > management > political science > and philosophy.

This Doctoral School is the subject of joint accreditation between 4 establishments:

- > the Université de Rennes 1 (key establishment),
- > the Université de Bretagne-Sud,
- > the Université de Bretagne Occidentale,
- > and Agrocampus Ouest.

It is associated with the Institut d'Études Politiques (IEP) de Rennes, the École des Hautes Etudes en Santé Publique (EHESP – school of public health), and the ENS Cachan (Brittany campus) (specialist advanced courses for teachers, researchers, and university lecturers).

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## 2.2 ALL

Arts, Literature, and Languages Doctoral School / Arts, Lettres et Langues



The ALL Doctoral School covers the following subject fields:

> plastic arts and the history of art > languages and civilisations > the French-speaking world > linguistics > literary studies > and educational sciences.

Within the framework of the 2008-2011 four-year contract, this new doctoral school is the subject of joint accreditation between 3 establishments:

- > the Université Rennes 2 (key establishment)
- > the Université de Bretagne-Sud
- > the Université de Bretagne Occidentale

The doctoral schools' main educational thrust is their focus on the professional integration of doctoral students, with them starting as junior researchers in research units, where the best possible research conditions should be provided for them within a context of group dynamics.

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## 2.3 SHS

Humanities and Social Sciences Doctoral School / Sciences Humaines et Sociales



The SHS Doctoral School covers the following subject fields:

- > psychology and sociology > geography > spatial planning and remote sensing > information and communication > archaeology and ancient, modern, and contemporary history

Within the framework of the 2008-2011 four-year contract, this new doctoral school is the subject of joint accreditation between 3 establishments:

- > the Université Rennes 2 [key establishment]
- > the Université de Bretagne-Sud
- > the Université de Bretagne Occidentale

The doctoral schools' main educational thrust is their focus on the professional integration of doctoral students, with them starting as junior researchers in research units, where the best possible research conditions should be provided for them within a context of group dynamics.

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## 2.4 MATISSE

Mathematics, Telecommunications, Computer Science, Signal, Systems, and Electronics Doctoral School /  
Mathématiques, Télécommunications, Informatique, Signal, Systèmes, Electronique



The MATISSE Doctoral School gathers doctoral training within the fields of mathematics, science information and communication technologies of 7 Breton establishments of higher education (8 establishments as from 2012):

- > the Université de Rennes 1,
- > the Université Rennes 2,
- > Agrocampus Ouest (Rennes campus),
- > Ecole Normale Supérieure de Cachan (Brittany area),
- > Institut National des Sciences Appliquées of Rennes,
- > Supélec (Rennes campus),
- > Telecom Bretagne,
- > Ecole Nationale de la Statistique et de l'Analyse de l'Information (as from 2012).

The MATISSE Doctoral School relies on the skills of the following laboratories:

- > Institut d'Électronique et de Télécommunications de Rennes (IETR - CNRS),
- > Institut de Recherche en Informatique et Systèmes Aléatoires (IRISA - INRIA),
- > Centre Inria Rennes - Bretagne Atlantique (INRIA Rennes),
- > Institut de Recherche Mathématique de Rennes (IRMAR - CNRS),
- > Laboratoire d'Analyse des Systèmes de Traitement de l'Information (LTSI - INSERM),
- > Équipe Sécurité des Systèmes d'Information et Réseaux (SSIR),
- > Équipes de recherche de Telecom Bretagne,
- > Équipe Traitement des Signaux et Images Multicomposantes et Multimodales (TSI2M).

These laboratories are specialized in mathematics, telecommunications, computer science, signal processing systems and electronics. They develop research of international importance at the core of these fields and also, regarding the interfaces of other fields. There are about 500 researchers and the Doctoral School welcomes 600 doctoral students. The latter come from different sides of the world and come to prepare theses on highly varied subjects – some involving essential research while others are in partnership with firms.

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## 2.5 SICMA

Health, Information, Communications, Mathematics and Materials Doctoral School /

Santé, Information - Communications, Mathématiques, Matière



SICMA is a new federative-type doctoral school whose ambition is to bring together and structure training-by-research activities along Brittany's Atlantic coast.

The SICMA (Santé, Information – Communications, Mathématiques, Matière – health, information – communications, mathematics, materials) Doctoral School is the subject of joint accreditation between 3 establishments:

- > the Université de Bretagne Occidentale (UBO – the key establishment),
- > the Université de Bretagne-Sud (UBS),
- > and TELECOM Bretagne.

It is associated with 5 engineering schools:

- > the École Nationale d'Ingénieurs de Brest (ENIB),
- > the École Nationale Supérieure des Études et Techniques d'Armement (ENSIETA),
- > the École Navale,
- > the Institut Supérieur de l'Électronique et du Numérique (ISEN-Brest),
- > and the École Spéciale Militaire de Saint Cyr.

The doctoral school is structured into three disciplinary groupings:

- > **Maths-STIC:** Mathematics, electronics, telecommunications, ultra high frequency and optical communication systems, computer science, signal and image processing, and virtual reality.
- > **Materials:** Molecular chemistry, analytical chemistry, physics of materials and applications, mechanics of structures, mechanical and electrical engineering, and rheology.
- > **Biology - Health:** Microbiology, comparative and integrative physiology, food toxicology, biodiversity and microbial ecology, molecular genetics, immunology, thrombosis, oxylipid metabolism, and medical imaging.

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## 2.6 EDSM

Marine Sciences Doctoral School / Ecole Doctorale Sciences de la Mer



The purpose of the Doctoral School (EDSM – marine sciences) is to train specialists in the following 9 subject fields:

> marine biological science > microbiology of extreme environments > chemistry of the marine environment > oceanic geosciences > oceanic and atmospheric physics > geography > law > economics, and engineering, data processing system.

The Sciences de la Mer Doctoral School is supported by a network of about thirty departments, laboratories, and host teams in France, and this represents a supervisory potential of more than 170 researchers who are authorised to supervise research. who are authorised to supervise research. As a member of the MENTOR network, the École Doctorale Européenne des Sciences de la Mer considerably expands the scope for collaboration between the doctoral students' host laboratories.

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## 2.7 VAS

Doctoral School life-agro-health / Vie-Agro-Santé



The VAS Doctoral School covers the following subject areas:

> biology > health > and agronomy.

This Doctoral School is the subject of joint accreditation between 3 establishments:

> the Université de Rennes 1 {key establishment},

> the Université Rennes 2,

> Agrocampus Ouest,

> and is associated with both INRA (national agronomic research institute), and the Cemagref (land and water management research institute).

In addition, these research units or teams are linked to such research organisations as CNRS, INRA, INSERM, AFSSA, IRD, IFREMER, and the École des Hautes Études en Santé Publique (EHESP).

The VAS Doctoral School is linked to the doctoral school network involved in biomedical research, and is playing an active part in the establishment of a doctoral school network within the framework of West France's Pôle Agronomique (agronomic research cluster).

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## 2.8 SCIENCES DE LA MATIERE

Materials Science Doctoral School / Sciences de la Matière



The Rennes SDLM Doctoral School covers the following subject fields:

- > physics > chemistry > earth sciences > archaeology > mechanics > and environmental telecommunications and engineering.

This Doctoral School is the subject of joint accreditation between 4 establishments:

- > the Université de Rennes 1 (key establishment),
- > INSA de Rennes,
- > ENSCR (school of chemistry),
- > Agrocampus Ouest ,
- > and is associated with Cemagref as a hosting team.

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## 2.9 International Doctoral College

The International Doctoral College (IDC)'s mission is to bring together and coordinate the international activities of doctoral training in Brittany in order to raise and strengthen its international profile and enhance the attractiveness of the region's universities and 'grandes écoles' [competitive-entrance higher education establishments awarding highly-respected degrees]. It is committed to promoting international openness, and so to encouraging future researchers to gain the widest possible perspective by profiting to the full from the rewarding prospects of scientific research and international mission-based support and top-quality exchanges.

The IDC also coordinates certain doctoral school activities, such as the standardisation of practices and procedures, including the deposit of digital copies of theses, and the signature of doctorates awarded under the seal of the Université Européenne de Bretagne by accredited establishments. It supports the Doctoriales Bretagne (annual week-long seminars aimed at preparing doctoral students for post-doctoral life), professionalisation policies and relations with the world of work, and the monitoring, together with the UEB's research centre, of the professional integration of doctors.

The International Doctoral College acts as a means agency, dealing with calls for tender for projects whose aim is training support and the enhancement of the international reputation for excellence of its doctors and their international mobility.

It is developing around the skills hubs of Brittany's universities and "grandes écoles". International, regional, and inter-regional actors such as the competitive clusters, the Maisons des Sciences de l'Homme (MSHB – science of man centres), or research networks such as the Groupements de Recherche (GDR – research groupings), and Groupements d'Intérêt Scientifique (GIS – scientific interest groupings), also constitute a potential upon which the UEB and the International Doctoral College can depend in the initiation and development of cross-sectoral projects.



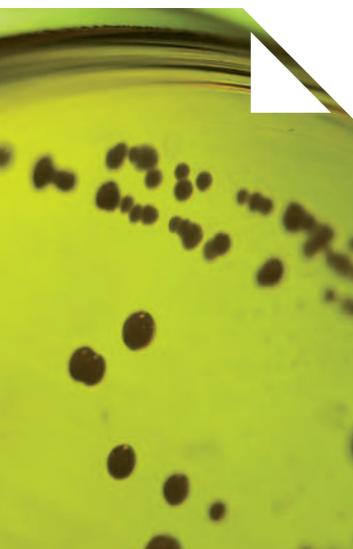
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>> [www.ueb.eu/themes/college](http://www.ueb.eu/themes/college)

DoctoralInternational/.



### 3 ADMITTANCE TO A DOCTORAL SCHOOL

#### 3.1 General presentation

Application to a doctoral school is a matter for a team made up of the doctoral student, the thesis director, and the laboratory. The first stage of the application procedure is therefore to make contact with the laboratory that best corresponds to your field of interest. Alternatively, you can contact the director of the doctoral school, who will direct you to a laboratory.

A doctorate is based on an original and formative research project, which must enable the candidate to become an international expert in his scientific field within 3 years, and to acquire a variety of skills, not only technical and organisational but also interpersonal.

#### Doctoral admission procedures

##### 1. Preparation of doctoral research projects

###### >> Actor:

Research laboratories are responsible for the formulation of doctoral research projects because of their knowledge of the state of the art relating to their scientific disciplines. Each doctoral project is supervised by a thesis director.

###### >> Content:

A doctoral project is made up of a research subject, and technical, human, and financial means – including pay for the doctoral student – which are combined to ensure that all goes well and that the applicant has the required profile.

###### >> Diffusion:

Information on doctoral projects is widely published and circulated by laboratories and doctoral schools to encourage the greatest number of applicants.

##### 2. Applications

###### >> Actor:

Applicants for admission get to know about doctoral project offers, reply to them, and contact those in charge of the projects.

###### >> Content:

Applicants must provide the documents required for their application [CV, covering letter, and any other document(s) requested in the offer].

##### 3. Admissions interview:

The admissions process includes one or more interviews, firstly with the thesis director. Then, depending on the type of funding the project will receive, the applicants may have to have another interview or oral examination in front of an interview panel from the doctoral school to which the laboratory is attached.

##### 4. Signing of the employment contract:

Once the application has been accepted by the thesis director and the doctoral school (and if other partners are involved, e.g. a company in the case of a CIFRE agreement or non-French laboratories in the case of a jointly supervised 'cotutelle' doctorate), the doctoral student signs an employment contract.

##### 5. Signing of the doctorate charter:

Finally, the student signs the Doctorate Charter, along with all the other actors involved. The Doctorate Charter gives details of the rights and duties of each participant, and although the signing of the charter has no legal contractual value, its symbolic value is that it indicates the end of the admissions procedure.

##### 6. Academic registration:

Once admitted, the doctoral student proceeds to their university registration.

## 3.2 Financial support for doctoral students

The central daily activity of doctoral students is that of research work on a project which is an integral part of the policy and principal scientific activity areas of which they are members. This work consists of devising and/or testing out new areas of knowledge and new methodologies and expertise. Doctoral students therefore participate in the scientific production of their laboratories, publish articles in national and international scientific journals, and present their work at scientific conferences. It is the responsibility of the organisations who recruit the doctoral students to find out about or to make provision for the payment of their future colleagues when they are preparing a doctoral research project.

The payment of doctoral students is not only a recognition of their contribution to the laboratories' research efforts, but also a guarantee that work will be carried out in professional conditions of a high standard.

### Overview of the main types of funding French Ministry of Research grant

A research grant is a salary paid by the French Ministry of Research within the framework of a fixed-term employment contract (3 years for contracts set up from 2001) so as to enable the doctoral student to completely and entirely devote themselves to their thesis preparation-related research work. Applications for such grants are generally made in April/May, with the Conseil de l'École Doctorale meeting during the last two weeks of June to examine applications and award grants.

>> <http://www.enseignementsup-recherche.gouv.fr/cid20185/le-doctorat.html>

>> The gross monthly salary in July 2010 is about 1684,93euro.

### CIFRE

Convention Industrielle de Formation par la Recherche (industrial research by training agreement):

>> [www.anrt.asso.fr](http://www.anrt.asso.fr)

>> A gross monthly salary of about 1957 euro

### BDI CNRS

Funding for doctoral students in engineering

>> [www.sg.cnrs.fr](http://www.sg.cnrs.fr)

### — Allocations de Recherche Doctorales (ARED) de la Région (regional doctoral research grants)

Consult the 'Région Bretagne' website and watch out for information that is regularly published by the Service de la Recherche. Applications for such grants can be made from late November, and must be received by early March

>> <http://xnet1.region-bretagne.fr/Recherche>

>> There are 2 conditions for the funding of regional grants:

**1st condition:** awarding of a full allowance of 30 000 euro per year (for a maximum period of 3 years)

**2nd condition:** awarding of half of the allowance of 15 000 euro per year (for a maximum period of 3 years)

### — Funding from charitable foundations and organisations Doctoral contract:

Decree no. 2009-464 of 23 April 2009

Valérie Pécresse, the French Higher Education and Research Minister, announced on 7 October 2008 that from September 2009 the new doctoral contract will replace research grant contracts and higher education 'moniteur' contracts. These contracts benefit many junior researchers who are preparing their doctoral theses.

Find all thesis contract-related information on the UEB's website:

>> [www.ueb.eu/themes/collegedoctoralinternational/](http://www.ueb.eu/themes/collegedoctoralinternational/)

### — Other sources of funding

for information on more specific sources of funding, you can consult online the Guide des financements produced by ANDèS (Association Nationale des Docteurs en Sciences):

>> <http://financements.andes.asso.fr/>

### — Funding beyond the 3rd year

Study for a doctorate must be for a period of 3 years. However, special dispensations can be obtained in certain cases. If the doctoral study period needs to be extended, the student is strongly advised to look for funding.

>> If the time limit is exceeded by a few months, the research laboratory can, for example, finance the end of the doctoral study period out of its own funds.

>> If the time limit is exceeded by one year, some funding bodies (particularly charitable organisations) offer funding for a 4th year. It is also possible for a doctoral student to be recruited for temporary university teaching work as an ATER ('attaché temporaire d'enseignement et de recherche').



### IMPORTANT

at the end of their employment contract, doctoral students can receive unemployment benefit, provided that they are in search of work. It is forbidden to use unemployment benefit in order to finish a doctorate!

### 3.2.1. CIFRE

CIFRE agreements link together, around a research project which will lead to a doctoral thesis defence, three partners: an organisation (private company, local authority, or association), a young graduate, and a laboratory. They are intended for organisations who undertake to entrust a young graduate who is eligible to study for a doctorate with research work in close collaboration with an outside laboratory. The company signs either a permanent contract or a fixed-term 3-year contract (article D 121.1d of the Employment Code), and pays its 'young CIFRE' a minimum gross annual salary of 23,484 euro.

If a graduate is not a citizen of a European Union member state, the organisation must obtain authorisation for full-time work for them. During the three year period of the agreement, the organisation is allocated a fixed annual sum of €17,000 euro by the Association Nationale de la Recherche Technique (ANRT), which is responsible for the management and activities of CIFRE agreements on behalf of the French Ministry of Research.

The ANRT only becomes involved once the three partners have been brought together. For applications made after 1 August 2007 allocation conditions are applied.

> The company must be governed by French law.> The applicant, who will be aged about 26, is the holder of a recent Master's degree, and they will not have been enrolled in a doctoral school for more than a year.> It is their first professional experience, and they want to make their career in business.  
> If an engineering, business, or management school graduate does not have a Master's degree, they will have to obtain one during the first year of the agreement.

The CIFRE procedure is open to any nationality. The laboratory can form part of a university, school, public sector research organisation, or a technical centre. It can even be a laboratory

outside France. It must be able to give the candidate proper supervision by providing them with training by high-quality research. Training is carried out at any time during the year.

The funding decision is generally taken in the two months following the receipt of a full application. The allocation committee's ruling is based on the outcome of several assessments. A technico-economic assessment is carried out by a member of the Délégation Régionale à la Recherche et à la Technologie (DRRT) of the region where the business is located. This reports on the company's financial health, its real involvement in the research project, and its ability to support the candidate's industrial training. Two scientific assessments consider the appropriateness of the proposed subject, doctoral training, and the quality of the research team.

#### Acceptance criteria

>> To meet with the company's general strategy.

The proposed subject must fit in with the company's research development projects.

>> To immerse the doctoral student in working life.

At the end of the agreement, the PhD must be able to give proof of professional experience.

>> To propose a subject open to the world of business.

When the doctoral student is looking for work, CIFRE must be able to evaluate their methodological and scientific knowledge and experience.

>> To hand in a full and complete application.

The various specialists must be able to find in the applications the information needed to come to a decision: documents presenting the company, the applicant's full CV, the research subject developed, the presentation of the research team in supervisory terms, and technical and scientific means and results. Requests for further information can seriously prolong the period of deliberation.



CIFRE : Convention Industrielle  
de Formation par La Recherche  
>> [www.anrt.asso.fr](http://www.anrt.asso.fr)



### 3.3 Request for special dispensation for thesis registration

The doctoral school is responsible for the formulation of general policy relating to requests for special dispensation for thesis registration for students who do not have the Master (Research) degree.

The official text is the following (article 14 of the decree of 7 August 2006): 'To be registered for a doctorate, the candidate must be the holder of a national Master's degree or of another diploma awarding the Master's degree, at the end of a training pathway which has demonstrated their aptitude for research.'

An engineering degree recognised by the Commission des Titres d'Ingénieur actually confers a Master's degree, thereby satisfying the first condition. However, the second condition must not be forgotten: 'at the end of a training pathway which has demonstrated their aptitude for research'. This condition is implicit in a Master (Research) degree.

- In the case of engineers, the applicant is required to give the director or deputy director of the doctoral school information, with a CV, providing proof that they have followed a training pathway which has demonstrated their aptitude for research. Such an application could show, for example, that the applicant has done an attested work placement of at least 5 months at doctoral level in a research laboratory or in an industrial laboratory on a research-related subject.
- If the qualification condition for admittance as a doctoral student is not satisfied, the future doctoral student will be able to seek special dispensation in order to be registered to do a thesis:
  - >> If the student has studied to an equivalent level in a country outside France,
  - >> If the student benefits from accreditation of prior learning, as provided for in article L613-5 of the Education Code. 'Studies, professional experience, and personal experience can be validated according to the conditions defined by law with a view to affording access to the different levels of higher education.'

**+** Contact your doctoral schools for further information p 6-11.

### 4.1 General presentation

#### The doctorate charter

At the time of your recruitment, you, your supervisor, the head of your laboratory, and the director of your doctoral school all sign the UEB doctorate charter. This charter is very important and so you must read it carefully. It specifies the reciprocal commitments of the doctoral student, the thesis director, and the hosting organisations (laboratory and doctoral school) in order to ensure that the doctorate runs smoothly. It specifies the rights and duties of each signatory.

The respecting of the implementation of this charter is the responsibility of your doctoral school, of the Institut de Formation Doctorale (Doctoral Training Institute), and, as a last resort, of the UEB's Scientific Committee and President. Although the charter is not a contractually binding legal document – unlike your employment contract – it is, however, a strong commitment that every signatory can assert, including before the university authorities, as it is the UEB itself which produced this text.

#### The following subjects are dealt with in the charter:

- > The doctorate (principles and definitions)
- > Recruitment and registration
- > Doctorate funding and duration
- > Supervision of the research project
- > Conditions for the accomplishment of the research project
- > Monitoring of the research project
- > Continuing training plan for the doctoral student
- > Monitoring of the professional project and careers advice
- > Thesis defence / Oral examination
- > Publication, confidentiality, and dissemination of the doctoral student's research work
- > Mediation procedure

#### Supervision and monitoring of the doctorate

A doctorate is a 3-year research project. The person in charge of the supervision of the whole of the project is your research director. Throughout the project your supervisor's role is:

- > to give you bibliographical, scientific, and methodological advice;
- > to formulate your research work plan with you (a 3-year project must be divided into several stages);
- > to discuss and substantiate with you the results that you obtain;
- > to ensure that the time limits within the overall timetable of the project are respected;
- > to advise you on the dissemination of your results, e.g. publications, conferences, and patents;
- > to enable you to have at your disposal all the facilities and resources necessary for your work;
- > to monitor relationships with partners, if necessary, even if they delegate to you part of this monitoring;
- > to ensure that you work with increasing independence throughout the project;
- > to ensure that you honour your commitments as far as your rate of work is concerned;
- > to ensure that you integrate well into the research team;
- > to discuss your professional project with you;
- > to enable you to attend continuing training courses, and even advise you on them;
- > to put you in touch with people who are part of their professional network if that can help you to prepare for your future.

In order to fulfil these roles, your supervisor must devote a significant amount of his time to you. This is why they can only supervise a very small number of doctoral projects at any one time. The maximum number of such projects is fixed by the UEB's Scientific Committee, and can be reduced by decision of your doctoral school's governing council.

Your research director's job is not to find you a job when you have obtained your doctorate! He has to concern himself with your professional project and enable you to take time to work on it, with special emphasis being given to the attendance of courses on this subject. Your supervisor cannot do his job without your involvement. You, for your part, must keep him regularly informed of the progress of your work, any difficulties that you are encountering, and your working schedule. Moreover, doctoral supervision training courses are offered to your supervisor to help them do their job.

#### — Monitoring procedures

A doctorate is a 3-year project which involves several actors. As with any project, it is divided into important stages, requires good coordination between the partners, and must respect time limits. A research project's life is often hectic. You and your research director are immersed in this project on a daily basis, and it is sometimes difficult to take the time to review general progress. Furthermore, it may happen that problems arise and that neither you nor your supervisor can manage to sort them out. This is why, as in any project, it is essential to be equipped with a monitoring system which provides the means to ensure that doctoral studies are running smoothly, to have an overview of the situation, and to anticipate and put right any potential problems.

The aim of the doctorate monitoring procedures is to ensure the university's respect of its commitments as regards doctoral policy, and they can differ from one doctoral school to another. The monitoring system is represented by the Thesis Committee

Once a year or halfway through the project, you present the progress of your work in front of a committee composed of people from your doctoral school and people from outside your laboratory. The aim is to check that the project is advancing as it should and to propose any ways in which it could be improved. These appraisals are the occasion to review the situation, not only as regards scientific matters but also as regards your integration into the team and the professional project-related measures that have been put in place. At the end of your 2nd year, the date of the thesis defence must be discussed in order to plan the work that remains to be carried out and defended during this time. If it turns out that extra time is necessary, official permission for this must be immediately sought from the director of the doctoral school.



#### For further information

Read your employment contract very carefully.  
Consult the website <http://vosdroits.service-public.fr> ('heading Emploi, travail')

#### — Dispute settlement

Disputes can arise in any professional environment. Above all, bear in mind that a dispute is not 'abnormal'. A dispute can arise between you and your supervisor or any other member of the team. In most cases, it can be settled amicably within your laboratory after discussion of the problem and, if necessary, the involvement of the laboratory director. If the dispute persists and this could have repercussions on the progress of your doctorate, the director of your disciplinary group is the first person who should intervene. He will be able to act as mediator himself or he will suggest another person. If such mediation fails, the director of the doctoral school must be contacted, and then the President of the university.

If all else fails, a major dispute can be referred to the administrative tribunal. If your employment contract falls within the province of private law, the Labour Inspectorate and the Employment Tribunal are the competent authorities.

#### — Discontinuation of the doctorate

##### Resignation

If your employer is a public-sector organisation, you can terminate your doctorate at any time by resigning, without having to give any reason for doing so. If your employer is a private-sector organisation and you have a fixed-term contract, you cannot resign (except if it is to be taken on with a permanent contract). On the other hand, you can terminate your contract by mutual agreement with your employer. In all these cases, you must inform your supervisors, your laboratory, and your doctoral school of your action, and read the text of the law relating to the doctoral contract.

##### Dismissal

The discontinuation of your doctorate (and of your employment contract) can also take place at any time on receipt of a reasoned request from your scientific managers.

>> Giving notice: Allowing for certain exceptions, such as dismissal for disciplinary reasons, for example, a period of notice must be respected. The period of this notice varies according to your employer (public or private).

## 4.2 Thesis charter

The UEB's Doctorate Charter specifies the conditions of the high-quality doctorate procedure, of the recruitment, of the professional project, of the monitoring of the thesis, and of the career development of doctors. It is a text which details the respective rights (PhDs), the respective obligations, and the reciprocal commitments of the doctorate partners in order to ensure this high-quality procedure.

### Doctorate partners:

- > the doctoral student - a junior researcher undergoing training;
- > the thesis director [supervisor] who supervises their research project;
- > the director of the research unit where the research project is carried out;
- > the director of the doctoral school to which the student is attached, and the President of the university.

The charter is signed by all the partners at the end of the admissions process, before the first doctorate registration, and is brought to the attention of all the UEB's researchers and lecturer-researchers, and all UEB doctoral candidates. This charter aims to make the various partners aware of their responsibilities throughout the thesis preparation period. It also more clearly defines the reciprocal commitments by being a reminder of the duties and obligations which have given rise to the regulations in force and the practices which have already been tried out, whilst respecting the diversity of disciplines and institutions. The UEB also undertakes to ensure the respect of the principles of this charter during the preparation of any partnership agreements.

### 4.2.1 Thesis supervision and monitoring

The future doctoral student must be informed of the number of theses in progress for which their doctoral supervisor / thesis director is responsible. In fact, a doctoral supervisor can only effectively manage a very limited number of doctoral students at the same time if they want to be able to keep up with their work with all the attention required. The doctoral student has the right to personal supervision from his doctoral supervisor, who undertakes to devote a considerable amount of his time to them. It is essential that the principle of regular frequent meetings be decided during the initial agreement.

The doctoral student undertakes to submit to his supervisor

as many progress reports as required by their subject and to give presentations of their work in laboratory or host team seminars. The doctoral supervisor undertakes to regularly monitor the progress of the work and to discuss new directions which he could take in view of the results already obtained. They have the duty to inform the doctoral student of positive assessments or of negative comments and criticism to which their work may give rise.

The thesis director, after consulting the doctoral student, proposes to the head of the establishment through the head of the doctoral school or of doctoral training the composition of the board of examiners and the date of the thesis defence in accordance with the establishment's own particular rules. At least one third of a board of examiners must be made up of people external to the establishment, and it is desirable that a total of six members is not exceeded. These members are selected for their scientific expertise. members who are researchers or lecturer-researchers must not have played an important part in the candidate's research work. Except for the thesis or research director(s).

### 4.2.2 Mediation procedure

In the case of a persistent dispute between the doctoral student and the thesis or laboratory director, each of the signatories to the charter can call on a mediator who, while not relieving anyone concerned of their responsibilities, listens to the parties, puts forward a solution, and has it accepted by everyone with the aim of the thesis being successfully completed. The mediator's task involves their impartiality, and they can be selected from among the members of the management team, when it exists, of the host team or doctoral school, and from outside the establishment.

If local mediation fails, the doctoral student or one of the other signatories of the charter can ask the head of the establishment for the scientific committee to appoint an external mediator. As a last resort, the head of the establishment may finally be called upon to settle the dispute.

### 4.2.3 Publication and dissemination of the thesis

The quality and impact of the thesis may be measured through the publications, patents, and industrial reports which will result from the work, whether they result from the thesis itself or articles written during or after the preparation of the manuscript. The doctoral student must, at the very least, appear among the joint authors.

### 4.3 Joint doctoral supervision

Joint doctoral supervision is a widespread practice which consists of sharing the scientific supervision of a doctoral project between the official research director and another researcher or lecturer-researcher, whether or not this latter is accredited to supervise research, and can prove particularly advantageous for the doctoral student. It usually improves the quality of supervision because of the complementary nature of the two supervisors, and when two research subjects are at the interface of several disciplines, this joint supervision can, for example, bring together experts in each of the disciplines concerned. There are also cases of international joint supervision, ('co-tutelle'), for which joint doctoral supervision is stipulated in the regulations.

The overall supervision of a doctoral project is never delegated. This responsibility must remain that of an experienced researcher who has been accredited for research supervision. Strictly speaking, supervision includes an important element of management, e.g. management of time, means, and partnerships, endorsement of the aims and results, and discussion of the results exploitation strategy. This supervisory role is that of the director of doctoral research.

If joint doctoral supervision is being considered, it is necessary for the sharing of this role be formalised very precisely during the drawing-up of the doctoral project, and therefore before the recruitment of the doctoral student. The joint supervisor may possibly not be authorised to supervise research, but they must:

1. be a researcher with tenure as they must be able to ensure their supervisory duties throughout the period of the doctorate;
2. to have enough experience to be considering preparation for accreditation for research supervision. (Work as a joint supervisor can therefore be one of the contributing factors in the preparation of this accreditation).



Contact your doctoral schools  
for further information p.6-11





#### 4.4 Doctoral contract

The new doctoral contract gives to doctoral students hired by the university rights and a genuine status:

- > This is a genuine employment contract and is described as such,
  - > The contract is signed for a period of 3 years (The tacit renewal cannot be used for an additional year anymore),
  - > This 3-year period may be extended to one year for research purposes (this could not be done with a grant) and for one more year in case of long sick leave and maternity leave,
  - > All recruited doctoral students for fixed-term contracts obtain the status of contractual agent and are linked to the decree of 17 January 1986 (while before only beneficiaries were in part linked to it; this excluded, for instance, doctoral students who were co-financed by the regional grants),
  - > All employed doctoral students for fixed-term contracts can be given Higher Education trainings (and not only 'moniteurs' beneficiaries),
  - > The choice of the doctoral student on his activities during his employment contract is respected,
  - > The creation of a parliamentary committee (half of them being doctoral students) which will be able to give an opinion on any dismissals of a contractual doctoral student.
- >> The doctoral students who have been granted Ministry grants, ARED will be given a doctoral contract,
- >> The new system does not apply to personnel relating to the 'Code du travail', i.e. especially for agents hired by 'établissements publics à caractère industriel et commercial (EPIC)' - public establishments with industrial and commercial properties - by research entities which have the foundations' status, and private firms that can recruit doctoral students in 'contrats industriels de formation par la recherche' (CIFRE) – research by training agreement.

The doctoral students who have been granted a CIFRE grant will remain on the previous procedure. It is also the same procedure for joint doctoral supervision funding.

>> The laboratories willing to fund a doctoral student with a research contract which might be a European one, ANR... will be given a doctoral contract.

The minimum monthly salary of the doctoral students is determined by ministerial decision:

- A gross amount of 1 684,93 euro if the doctoral student dedicates his whole time of work to research activities to prepare his PhD
- A gross amount of 2 024, 71 euro if the doctoral student does other missions than research. This measure is not retroactive and does not apply to the doctoral students who already have a contract.

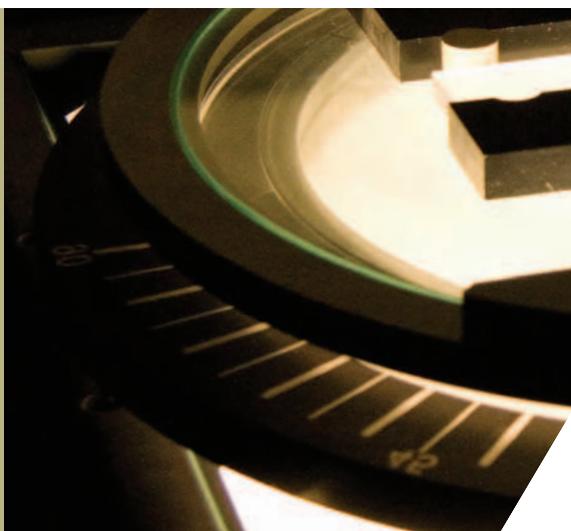
### The missions:

The doctoral contract foresees that the doctoral student fulfils his tasks which are at the core of research jobs, i.e. enhancement, appraisals for firms or local authorities, and most importantly teaching.

### Under Article 4 the decree regarding the service entrusted to the doctoral student

The service entrusted to the doctoral student is set every year by the director on a proposal from the Doctoral School Director, after obtaining the opinion of the doctoral supervisor and the research unit director, and that of the doctoral student. This service will be set in the following missions:

- 1 The doctoral student will fulfil, during his contract, a yearly service which will be exclusively dedicated to research activities linked to prepare his PhD.  
OR
- 2 The doctoral student will fulfil, during his contract a yearly service which will involve five-sixth of his work time, research activities linked to prepare his PhD, and for 1/6th of his time, one or several activities listed below:
  - Teaching in an educational team, for an annual service reaching a third of the annual reference teaching of the lecturer-researchers as defined under the article 7 of 6 June 1984 decree aforementioned.
  - Broadcast of scientific and technical information for a maximal annual period of 268 hours or 32 days;
  - Enhancement of scientific and technical research results for a maximal annual period of 268 hours or 32 days;
  - Appraisals.



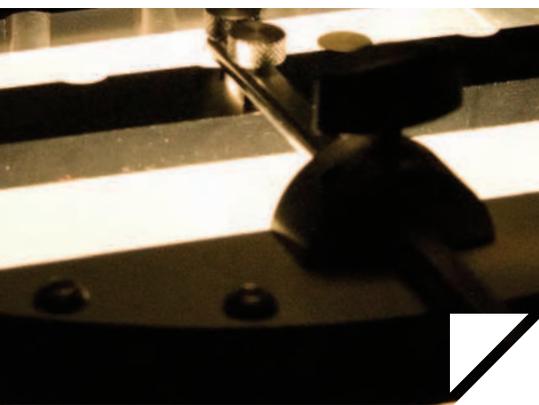
The « doctorant-conseil » system has been recently established by the Ministry in order to promote links between doctoral students and businesses.

It involves the doctoral students putting their skills into practice to enhance their training and to prepare them for their future professional life.

This system invites them to conduct appraisals, audits, or other assignments in a business for 32 days.

### Here are some examples of possible assignments:

- > Technical training,  
e.g. business objectives, and relational database administration.
- > Methodological training:  
formalisation of clients' needs, specifications / terms of reference for a decision-making project with management charts and performance indicators
- > Specific training in a specific field / Scientific consultancy work (accompaniment)
- > Documentary research
- > Technology watch
- > Short-term project management
- > Software development,  
e.g. development of a network hypervisor based on Nagios open source monitoring
- > Life-cycle analysis, and ecological assessment
- > Market analysis
- > Surveys, e.g. sociological and consumer
- > Tourist traffic study
- > Technical feasibility of a prototype
- > Sample analysis



## 4.5 Training

The training of the doctoral students falls to the Doctoral Schools which organise all the trainings – useful for the project of research and for the professional project of the doctoral students, as well as the necessary trainings to obtain a widened scientific culture (Please refer to the article 4 of the order of 7 August 2006 regarding doctoral training).

According to the above-mentioned measures, the contractual doctoral students could be given one or several missions which are complementary to the research works connected to prepare the doctorate and this suggests the organisation of a specific training offer. The latter, whose duration could be fixed to twenty days during the contract, complement the training offer proposed by the Doctoral School to all the doctoral students.

The article 6 of the decree foresees that “the employing institution makes sure that the contractual doctoral student benefits from devices and from trainings useful for the fulfilment of the missions which are entrusted to it.” It is, therefore, up to the employing institution to organise appropriate trainings and an accompaniment device identifying, for example, an adviser to guide the doctoral students during the performance of their work.

As the nature of the training devices is not specified by the decree, it is up to the heads of the institutes to conceive and implement them. The trainings can, in particular, be organised in a mutualised fashion with other establishments (particularly within the framework of the PRES or within interuniversity agreements).

In September 2009, the ‘moniteur’ system was integrated to the doctoral contract and as from September 2011 the Higher Education trainings are now managed by the UEB PRES.

 Contact your doctoral schools for further information p.6-11

## 4.6 Social welfare

If you are a salaried employee at the time of your registration, you **must** produce an employment contract covering the whole of the academic year (1 October to 30 September of the following year). A minimum of 120 hours of paid work every quarter is required. You will be affiliated to the Social Security ‘régime général’, which provides social security cover for people in paid employment.

If your employment contract does not cover the whole of the academic year, or if you are not a salaried employee at the time of your registration, you **must** affiliate yourself to a student social security scheme. To do this, all you have to do is to choose one of the following ‘mutuelles’ (mutual insurance companies):

### La Mutuelle des Étudiants (LMDE)

>> [www.lmde.com/](http://www.lmde.com/)

### SMEBA

>> [www.smeba.fr](http://www.smeba.fr)

 These student ‘mutuelles’ manage both the compulsory social security and the supplementary ‘mutuelle’ elements of health insurance.

If you get an employment contract during the current academic year, you can ask for a reimbursement of the part covered by your employment contract at the Caisse Primaire d’Assurance Maladie (CPAM) by sending it photocopies of your employment contracts and your student card together with a RIB (‘relevé d’identité bancaire’ – bank account details). Doctoral students aged 28 and over on 1 October can also be affiliated to and pay subscriptions to the student social security scheme when their degree course has been interrupted. An extension of the age limit up to the age of 32 is also authorised for doctoral students registered in the first year of their doctorate before the age of 28. There are also other instances where application for exemption can arise, e.g. for those in receipt of free CMU health care, and means-tested grant holders.

### For further information

contact the Research Service. Grant-aided doctoral students who are not exempted during the administrative registration can go to one of the regional offices of URSSAF (social security contribution collection agency) or can write to URSSAF to obtain a repayment.

In the event of accidents at work, whatever your status, salaried employee or not, you must fill in a school and university work accident declaration (in accordance with CERFA n°60.3682) with the Research and Administration Services.

## 4.7 Doctoral training

The doctorate: a unique professional experience

Training through research of the future managers of a society of knowledge and innovation.

The doctorate is a unique professional experience which prepares its students for research-related jobs as well as for many careers as senior managers in a great many socio-economic sectors.

The real bonus of research experience arises from its special quality. The completion in three years of an original research project results in the acquisition of sound scientific expertise as well as professional and personal skills which are transferable to other jobs and other economic sectors.

A doctoral student thus learns to:

- > Face the unknown
- > Solve complex problems
- > Find, extract, and synthesise knowledge
- > Formulate innovative solutions by combining a variety of original strategies
- > Build up networks
- > Work in a team
- > Manage time and resources
- > Manage setbacks and recover from them

At the UEB, this experience is accompanied by the provision of vocational training courses. The doctoral student, knowing about the whole range of jobs to which they have access, can develop a realistic professional project and, from among the varied range of training courses on offer to him, choose additional courses which relate to their tastes and which reinforce the coherence of their professional project.

## 4.8 Duration of the thesis

The thesis charter sets the maximum period for thesis preparation and submission at 3 years. However, an extra year can be granted by special dispensation in exceptional circumstances upon receipt of a reasoned request from the candidate and the opinion of the thesis director. These special dispensations particularly concern those doctoral students who are in regular employment, and who must provide an attestation from their employer, or those whose work for their thesis has been interrupted because of sickness because they have taken significant scientific risks during their research work. Students who have a child during their doctorate benefit from a special dispensation period of one year.

### Reregistration in the 4th (and even the 5th) year of thesis preparation

All candidates wishing to be registered beyond the 3rd year must provide reasons as to why they are requesting reregistration. This request is certified by the thesis director and the director, or one of his deputies, of the doctoral school.

### Registration

The registration of a student in an academic year gives them a certain number of 'rights' until 31 December of the year under consideration. This enables the UEB to authorise thesis defences / oral examinations until December without the need for reregistration. A thesis defence from January onwards is considered by the APOGEE system as being a thesis defence of the current academic year; hence the need for reregistration. The limit of 'flexibility in time management' that the doctoral school can allow itself to make in accordance with the regulations is thus 31 December.

### Financial resources of the doctoral student

An extension of funding for the student (funded only for the 3 years of thesis preparation work) must be sought by their host laboratory. We remind you that under no circumstances must ASSEDIC (the organisation that pays unemployment benefit) be used as a source of funding. Unemployment is incompatible with work in a laboratory.

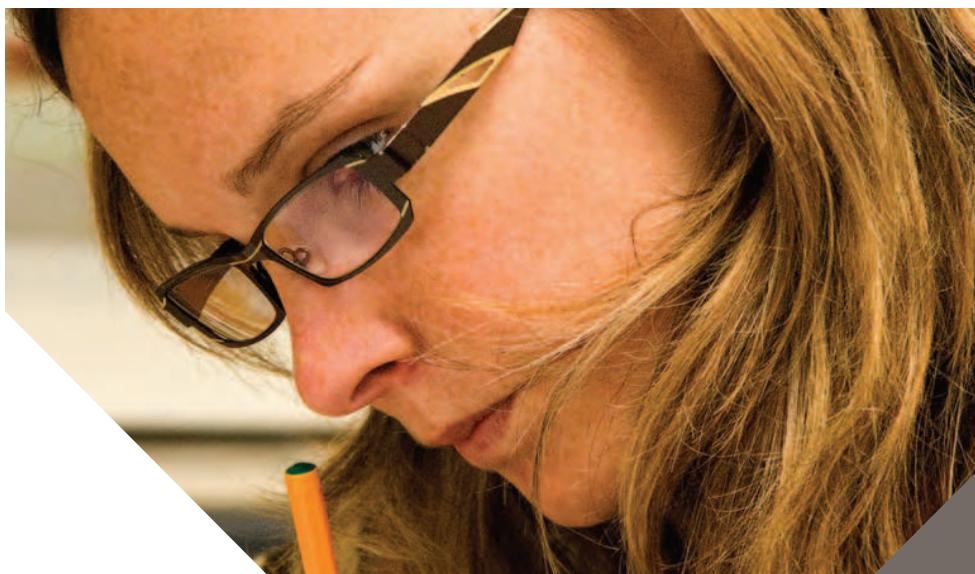
We must emphasise the need to be perfectly clear about the regulations (especially as regards accidents at work) and the commitments made (Thesis Charter). If these are not respected, the laboratories concerned may not in future be entitled to benefit from government research grants.

### Doctoral training courses

We also remind you that to obtain authorisation for thesis defence, the doctoral student must have attended a certain number of doctoral training courses accumulated as credits or hours of courses.



Contact your doctoral schools  
for further information p.6-11



## 5 THESIS DEFENCE / ORAL EXAMINATION

### 5.1 Thesis defence authorisation & the board of examiners

———— In order to obtain authorisation for thesis defence, the doctoral student must:

- >> contact their doctoral school
- >> deposit at the Research Service or at the Academic Registrar's Office (depending on the establishment):

The title and a summary of their thesis, a list of thesis-related work, communications, and publications, a list of the members of the board of examiners and of the two rapporteurs, giving details of their addresses and positions, and 4 bound copies of the thesis.

- >> have obtained a certain number of credits from the doctoral training courses attended during their thesis preparation or a certain number of training hours. Information can be obtained from each university.
- >> It is compulsory to have details of articles submitted for publication. Exemptions will be made in exceptional cases on an individual basis, especially for particular doctoral schools, such as mathematics, and will be examined by the officers of the doctoral school.

———— Authorisation to present a thesis defence is granted by the President of the university, after consultation with the director of the doctoral school, and on the recommendation of the thesis director. The candidate's work is examined beforehand by at least two rapporteurs entitled to supervise research work, and who must be external to the doctoral school and to the establishment where the candidate is registered. They make their opinion known by means of written reports on the basis of which the President of the university authorises the thesis defence, on the advice of the head of the doctoral school. These reports are communicated to the board of examiners before the thesis defence takes place.



## Article 19 of the ministerial order of 7 August 2006

The board of examiners is appointed by the head of the establishment on the advice of the director of the doctoral school and of the thesis director. There are between 3 and 8 members of the board of examiners. At least half of it is composed of eminent academics, whether French or non-French, external to the doctoral school and the establishment where the candidate is registered, and who are chosen because of their scientific skills and expertise, subject to international joint supervision-related procedure. When several establishments are accredited to jointly grant the doctorate, the board of examiners is appointed by the heads of the establishments concerned according to the terms and conditions stipulated in the agreement linking them.

At least half of the board of examiners must be composed of professors or academics of similar status conforming to the procedures relating to the Conseil National des Universités regulations on the appointment of members, or of lecturers of an equivalent level who are not responsible to the French higher education minister.

The members of the examining board themselves appoint a Chair from among their number, and, if the need arises, a thesis defence rapporteur. The Chair must be a professor or person of similar rank or a lecturer of an equivalent level in the sense of the preceding paragraph. If the thesis director is a member of the board of examiners, he cannot be chosen either as a thesis defence rapporteur or as the board's Chair.

### 5.2 Cover of the thesis

#### Compulsory information

>> Mention of the UEB: 'Under the seal of the Université Européenne de Bretagne'

>> name of the establishment which is awarding the doctorate and the name of the doctoral school.

In the case of an international 'cotutelle' thesis, state the name of each of the establishments.

>> research unit

>> type of doctorate

>> disciplinary field in which the thesis is being defended

>> title of the thesis or of the main work

The choice of words of the title is particularly important as each word is systematically indexed in catalogues and databases.

>> the author's first names (in lower case letters)

>> and family name (in capital letters).

According to the official rule, the family name should be used first, followed, if appropriate, by the usual name, whether it results from marriage or filiation. The two names are indexed and searchable in catalogues and thesis registry bases.

The terms 'wife', 'husband', 'known as', or 'born' must not be used.

To avoid any possible confusion between the author's family name(s) and first name(s), all family names must appear in capital letters.

>> first name(s) and family name(s) of the research director

If there are two directors, place the principal director's name first. For theses which are being defended within the framework of an international 'cotutelle', use the (/) slash to separate the names of the two thesis directors.

>> possible volume numbering

>> the date of the thesis defence, if fixed

>> the composition of the board of examiners: family names and first names of the examiners.



## 6 INTERNATIONAL OPENNESS

### 6.1 International Office contacts

#### UEB / Centre de mobilité international de Rennes

5 boulevard Laënnec – 35000 Rennes

Tel. : +33 (0)2 23 23 79 50

Fax : +33 (0)2 23 44 84 55

> [www.mobilite-rennes.ueb.eu](http://www.mobilite-rennes.ueb.eu)

#### UBO

Service des relations internationales

> [scuee@univ-brest.fr](mailto:scuee@univ-brest.fr) / [sucri@univ-brest.fr](mailto:sucri@univ-brest.fr)

#### UBS

Service des affaires internationales

> [sai@univ-ubs.fr](mailto:sai@univ-ubs.fr)

#### TELECOM Bretagne

Bureau des relations internationales

> [www.telecom-bretagne.eu/international/service](http://www.telecom-bretagne.eu/international/service)

#### Université Rennes 2

Service des relations internationales

> [international@uhb.fr](mailto:international@uhb.fr)

#### Université de Rennes 1

Service des affaires internationales

> [sai@listes.univ-rennes1.fr](mailto:sai@listes.univ-rennes1.fr)

#### ENS Cachan – antenne de Bretagne

École normale supérieure de Cachan

> [deborah.france@bretagne.ens-cachan.fr](mailto:deborah.france@bretagne.ens-cachan.fr)

#### ENSCR

Ecole Nationale Supérieure de Chimie de Rennes

Département communication, langues et relations

> [relations-internationales@ensc-rennes.fr](mailto:relations-internationales@ensc-rennes.fr)

#### INSA Rennes

Service des relations internationales

> [international@insa-rennes.fr](mailto:international@insa-rennes.fr)

### 6.2 European doctoral student

Following the initiative of the Standing Conference of Rectors, Presidents, and Vice-chancellors of the European Universities, it was decided that in order to be awarded a European doctorate for a thesis, 4 conditions will have to be fulfilled:

- 1) The doctoral thesis defence will be granted if at least 2 professors from 2 higher education institutions of 2 European Community member states, other than the one where the doctoral thesis will be defended, have given their judgement on the thesis.
- 2) At least one member of the examining board must come from a higher education institution in a European Community member state other than the one where the doctoral thesis will be defended.
- 3) Part of the defence must take place in one of the official Community languages, other than the one(s) of the country where the doctoral thesis will be defended.
- 4) This doctoral thesis must have been partly prepared during a stay of at least one trimester in another member state of the Community.



### 6.3 International 'cotutelle' doctorates

Research is an essentially international activity. International partnerships between laboratories are many, and are crucial for its dynamism and vitality.

One of the variations of these partnerships consists of recruiting doctoral students under the joint research supervision, or 'cotutelle', of two universities, one French and the other non-French. 'Cotutelle' doctoral students' research work therefore means that they work partly in France and partly outside France, and this enables them to acquire experience that is clearly international in scope.

#### A jointly-supervised doctorate must be planned before it starts

so as to set up a joint direction agreement between the two countries to deal with the different conditions of doctorate procedure, e.g. length of time to be spent in each country, and specific conditions for the thesis defence.

### Mobility grants

Jointly-supervised doctoral students are quite naturally required to travel frequently between the two countries during the three years of their doctorate. The French Ministry of Research therefore offers a financial support scheme which makes it easier for the laboratories to pay the expenses incurred by the jointly-supervised doctoral students' frequent journeys.

### The Franco – partner doctoral colleges

The doctoral student selected carries out one year of work on their thesis in a laboratory of one of the member universities of the consortia of signatory universities. This programme concerns universities in Chile, Brazil, China, and Japan. (see p.30)

### Mobility grants

Some organisations offer financial support which enables doctoral students to pay part of the travelling expenses incurred.

#### > French Ministère de l'Enseignement Supérieur et de la Recherche

The French Higher Education and Research Ministry offers research grant holders financial support for mobility effected within the framework of jointly-supervised doctoral study.

>> [www.enseignementsup-recherche.gouv.fr](http://www.enseignementsup-recherche.gouv.fr)

#### > European programmes

The European Union provides many funding and mobility programmes which are open to doctoral students.

>> <http://cordis.europa.eu/fr/home.html>

#### > Égide international exchange services

The Eiffel doctoral programmes give non-French doctoral students the opportunity to spend the 2nd or 3rd year of their doctorate in France. This programme is intended for jointly-managed, or 'cotutelle', doctoral students.

>> [www.egide.asso.fr/fr/programmes/bfe](http://www.egide.asso.fr/fr/programmes/bfe)



Ministerial order of 6 January 2005

on the international 'cotutelle' of theses:

>> [www.legifrance.gouv.fr](http://www.legifrance.gouv.fr)

### Employment offers published by the *Guilde des Doctorants* (Doctoral student guild):

#### Academic recruitment

> <http://guilde.jeunes-chercheurs.org/Public/>

#### Other employment offers

> <http://guilde.jeunes-chercheurs.org/gsl-emplois/>

#### Consult the European portal

> <http://europa.eu.int/eracareers>

#### Portal for postdoctoral students, expatriate postdoctoral students, and foreign researchers

> <http://www.emploi-scientifique.info>





### Doctoral schools and doctorate procedure

Website: <http://ifd.upmc.fr/>

Heading: 'Le doctorat à l'UMPC' > 'Suivi des Docteurs' > 'Emploi des docteurs de l'UMPC au niveau national' >> 'Documentation'.

- > **Évaluation du fonctionnement et de la place des écoles doctorales dans les établissements universitaires** [Inspection Générale de l'Administration de l'Éducation Nationale et de la Recherche, September 2003, 76p.]
- > **Rapport sur les études doctorales 2000** (Ministère de la Recherche, May 2001, 116p.)
- > **Reports and other information published by the CJC** (Confédération des Jeunes Chercheurs)  
>> <http://cjc.jeuneschercheurs.org/dossiers/>

### Doctors' career paths

- > **Enquête sur la situation professionnelle en 2004 des docteurs de 2001** (CEREQ, June 2005, 4p.)
- > **Propositions pour favoriser l'emploi des docteurs** (FutuRIS, June 2005, 40p.)  
>> [www.anrt.asso.fr/index.jsp](http://www.anrt.asso.fr/index.jsp)
- > **Étude sur la mobilité des jeunes docteurs** (CEREQ and LEST, November 2002, 33p.)
- > **Diversité des « post-doctorats » et insertion professionnelle des docteurs** (IREDU-CNRS, December 2002, 51 p.)
- > **Enquête sur les carrières des chercheurs dans les entreprises privées** (Centre d'études de l'emploi, September 2005, 70p.)
- > **Enquête sur l'âge du recrutement des maîtres de conférences** (Gilde des doctorants, November 2005, 7p.).

### Doctorate and research-related organisations

- > **Young researcher associations and networks**
- > **Confédération des Jeunes Chercheurs (CJC)**
- > **Gilde des Doctorants (GDD)**
- > **Association Nationale des Docteurs en Sciences (ANDèS)**
- > **EURODOC** (European Council of Doctoral Candidates and Junior Researchers)
- > **Marie Curie Fellowship Association** [network of researchers funded by the Marie Curie European mobility programme].

### Institutions

- > **Ministère délégué à l'enseignement supérieur et la recherche** (Higher Education and Research Ministry)
- > **Association Bernard Grégory (ABG)** : employment services for doctors (PhDs)
- > **Association Nationale de la Recherche Technique (ANRT)**: management of CIFRE agreements
- > **Oséo - Anvar**: innovation and technology transfer support.

### Scientific employment

- > **Portal: 'emploi scientifique en France'** (ABG – Higher Education and Research Ministry) >> [www.abg.asso.fr](http://www.abg.asso.fr)



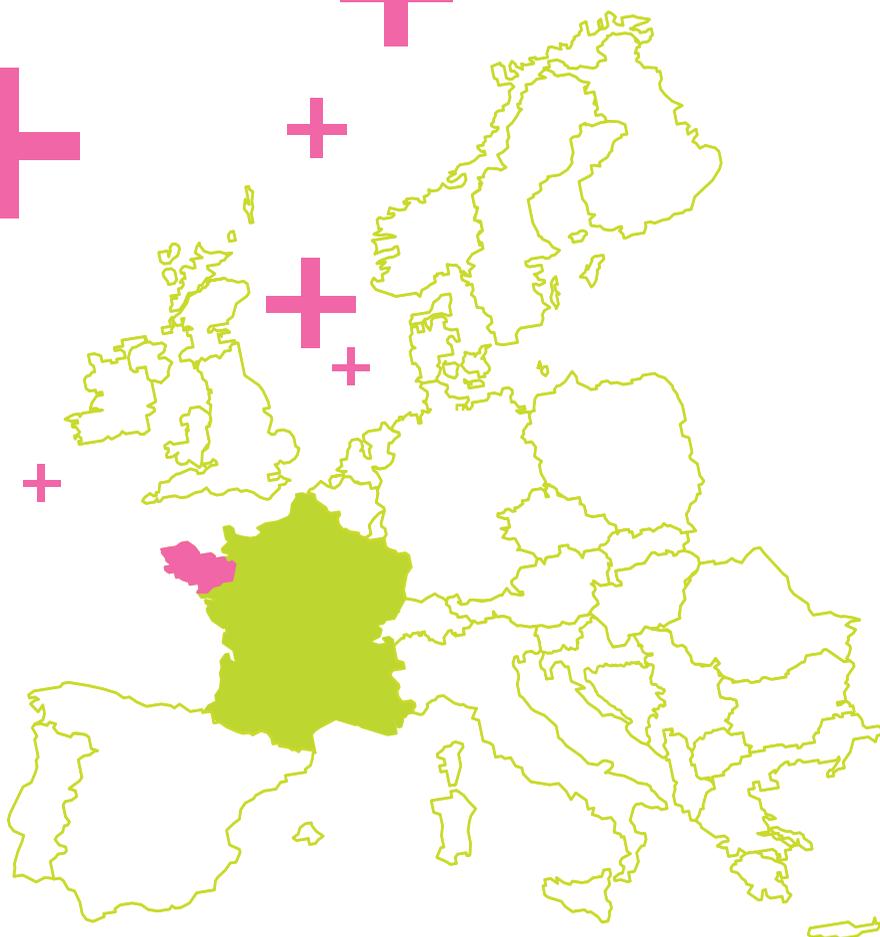
UNIVERSITÉ  
EUROPÉENNE  
DE BRETAGNE



9 founder members



14 associate members





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