



## **GUIDE FOR INTERNATIONAL AGREEMENT**

### **Objectives**

Strengthen the international dimension of doctoral schools, encourage the mobility of French and foreign PhD students in different scientific and cultural areas, develop scientific cooperation between French and foreign research teams.

### **General terms and conditions**

Both partner institutions have equal responsibility for the direction of the thesis and the research work. The distribution of the workload and costs are agreed in advance. At the end of the thesis, the PhD student receives the degree of doctor and the equivalent diploma from both institutions.

### **Non-exhaustive summary of the information contained in the co-agreement**

Joint thesis supervision takes place within the framework of an agreement concluded, for each PhD student, between the French higher education institution and the higher education institution of the partner country, in accordance with the provisions set out in the decree of 26 of August 2022.

The agreement specifies in particular:

- The name of the PhD student,
- The names of the thesis supervisors,
- The topic of the thesis,
- Host research units,
- The Doctoral School to which the student belongs,
- The (compulsory) financing proven and attested by the financing body for the stay in France (at least 12 months),
- The date of registration as a joint thesis supervision and the duration (expected period at each institution),
- The provisional schedule of the thesis work and the provisional date of defence,
- The country in which the thesis defence will take place,
- Languages (abstract, defence, manuscript),
- The composition of the committee is established in accordance with the rules of the two countries concerned and approved by the two institutions and the two doctoral schools to which the future PhD student belongs,

As a reminder, the rules for the defence of the MADIS Doctoral School are:

- ✓ Balanced representation of women and men (no single gender jury)
- ✓ Equal membership of scientists from the two countries concerned (4, 6 or 8 members)
- ✓ A minimum of 50% of members from outside MADIS, the partner institutions and the doctoral project, including the reviewers (qualified to direct research or equivalent)
- ✓ A minimum of 50% full professors (or equivalent)

- The conditions of accommodation and social and civil liability cover,
- Participation in doctoral courses during the stay in France to reach 30 credits, or 60 credits if the courses followed in the partner institution are taken into account,
- The favourable opinion of the Individual Thesis Monitoring Committee to be authorised to register in the second year,
- Notice of termination of the agreement must be given at least two months before the beginning of each academic year.

### **Administrative procedures and documents to be provided**

The application must be initiated by the thesis director of the French institution, attached to the MADIS Doctoral School (not in a secondment position), to the competent service of his or her institution :

- DMI Direction Mobilités internationales de l'Université de Lille : [caroline.annicotte@univ-lille.fr](mailto:caroline.annicotte@univ-lille.fr)
- Centrale Lille : [direction.phd@centralelille.fr](mailto:direction.phd@centralelille.fr)
- IMT Nord Europe : [christine.charlet@imt-nord-europe.fr](mailto:christine.charlet@imt-nord-europe.fr)
- Université Gustave Eiffel : [cotutelle.intl@univ-eiffel.fr](mailto:cotutelle.intl@univ-eiffel.fr)

To save time and specially to avoid a refusal at the time of registration, it is necessary to obtain the prior agreement of the MADIS Doctoral School **before the foreign partner signs**. To do this, the following elements must be communicated as soon as possible:

- Academic record of the applicant : diplomas, grades (ranking) from the last 3 years, proof of internship, research work in Master 2 degree, letters of recommendation, etc... : [https://edmadis.univ-lille.fr/fileadmin/user\\_upload/edmadis/Documents\\_MADIS/Inscription/MADIS\\_2022\\_Liste\\_pieces\\_pour\\_inscription.pdf](https://edmadis.univ-lille.fr/fileadmin/user_upload/edmadis/Documents_MADIS/Inscription/MADIS_2022_Liste_pieces_pour_inscription.pdf).
- Proven funding certified by the funding body (equal to or higher than the net monthly SMIC, which amounts to 1302 euros on 1st of may 2022) corresponding to the duration of the stays in France provided for in the co-agreement.
- Information on the co-supervisor: if the HDR does not exist in the country concerned, please specify whether the prospective co-supervisor has already supervised (defended) theses. Please provide us with a CV of the co-supervisor mentioning, among others, the theses that have been directed and defended.

### **Warning**

Minimum duration of stay in France : 12 months.

In addition to the administrative admissibility of the co-agreement project, its validation is based on scientific, technical and pedagogical criteria.

After validation of the project, the director of the French institution can finalise the agreement with the competent department of his or her institution and start the administrative procedure for the future PhD student: visa (do not bring the PhD student before the official signature of the co-agreement), authorisation to register with the Doctoral School, final registration to the institution.

For thesis candidates in the CRISAL or INRIA research units, it is important to anticipate the request for access to a Zone à Régime Restrictif (ZRR) with the host research units.