

# **Eu2P PhD TRAINEE REGULATIONS**

## **THE PhD TRAINEE'S CODE OF RIGHTS AND OBLIGATIONS**

**2025**

# Eu2P PhD DOCTORAL REGULATIONS

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## Preamble

The purpose of these doctoral regulations is to provide more information and details on the mainlines of the **Eu2P Joint Doctorate in Pharmacovigilance and Pharmacoepidemiology** organisation agreed upon by the Eu2P Consortium.

This document gives rules, guidelines and procedures for the Eu2P doctoral programme as a whole, on behalf of the multi-centre Eu2P Consortium.

It should be read in conjunction with official documents such as local doctoral degree Regulations, Code of Practice or any other applicable local policy in each of the Academic Partner attended by the Student, together with complementary information available on the official website, at [www.eu2p.org](http://www.eu2p.org).

This document is regularly revised by the Eu2P Doctoral Board.

The present rules must be endorsed within the Doctoral Study Plan and approved by the PhD student, the Chairman of the Doctoral Board and the Student's Supervisor's as the representative of the registering local doctoral school.

# 01- SELECTION OF THE PhD CANDIDATES

## PRE-REQUISITES

The Eu2P PhD is open to applicants from both EU and non-EU countries, without limitation in terms of age and nationality who hold a postgraduate diploma (minimum required level: Master degree).

Applicants for the Eu2P PhD must satisfy the current entrance requirements for admission to the 3<sup>rd</sup> cycle education (doctoral programme) within the European Higher Education and Research Area.

**More particularly for the Eu2P PhD, the following criteria shall be used in the selection of Students:**

- A Master degree in Health or Life sciences (300 ECTS credits) with solid background in Public Health especially in Pharmacovigilance and Pharmacoepidemiology documented on the basis of the transcript of records and any other documentation on previous postgraduate training as well as on the basis of relevant professional experience.
- A strongly convincing letter of motivation
- A PhD thesis research synopsis
- English proficiency

Additional local rules relating to the PhD pre-requisites that are in place in the degree-awarding institution may also apply and supersede the ones contained in the MoU if such local rules are mandatory, and either not complied with by Eu2P PhD rules or not detailed in the Eu2P PhD MoU and its Annex 1

## SELECTION CALENDAR

The Eu2P Doctoral Board shall define each year the application calendar to be followed by Eu2P applicants. Depending on the number of applications received, several application sessions a year may be organised upon decision of the Eu2P Doctoral Board.

Each of the following described steps shall take place according to the application & selection calendar dates defined each year by the Eu2P Doctoral Board.

### FIRST STEP: PhD ONLINE APPLICATION

Candidates to the Eu2P PhD degree registration are invited to submit an online application at [www.eu2p.org](http://www.eu2p.org) by using a “MyEu2P” account.

**Through this online application, they are required to:**

- Fill in their personal and professional data,
- Justify their English language proficiency (except for native English speakers, a document proving a minimum of English B2 level according to the “Common European Framework of Reference for Languages” grid<sup>1</sup>:
  - the copy of an equivalent level English certificate (IELTS, TOEFL, TOEIC)
  - the copy of a previous degree taught in English,
  - a certificate from employer or manager for applicants working in an English environment,
  - the result of the applicant’s self-assessment using his/her own Europass Language Passport]
- Provide two letters of reference,
- Provide a letter of motivation,
- Upload all the original scanned copies of their diploma,
- Upload their Research project synopsis (either personal or based on research topics publicized by Eu2P partners and on which Eu2P PhD candidates may apply),
- Pay for application fees of 25 Euros to complete their PhD application process.

**SECOND STEP: RECEPTION OF APPLICATIONS AND ELIGIBILITY CHECK FOR PRE-SELECTION**

The Eu2P central office receives all PhD applications via the Eu2P online application system.

It carries out the necessary check for eligibility to the pre-selection procedures along criteria pre-defined by the Doctoral Board.

Especially, applications lacking important documents (e.g., identity proof) or submitted by candidates who do not meet the degrees requirement or the English language requirement shall be excluded. The pre-selection phase establishes the list of candidates who will be allowed to undergo the final stage of selection.

An electronic access to all documents contained in the pre-selected applications will be granted by the Eu2P central office to all the members of the Eu2P Doctoral Board by the end of on-line application session.

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<sup>1</sup> European Union and Council of Europe, 2004-213 <http://europass.cedefop.europa.eu>

**THIRD STEP: SHORT-LISTING OF CANDIDATES FOR INTERVIEWS**

Having received the pre-selected PhD applications, each member of the Eu2P Doctoral Board will fill in two different assessment sheets to calculate the number of points to be assigned according to specific criteria endorsed by the Doctoral Board as follows:

- First assessment sheet on quality of documents provided in the application files: 0 to 150 points

Academic profile and grades	0 to 80 points
Professional profile and experience	0 to 30 points
Scientific activities	0 to 20 points
English proficiency	0 to 10 points
Letters of reference	0 to 10 points
<b>TOTAL</b>	<b>0 to 150 points</b>

- Second assessment sheet on the relevance and quality of the Research project: 0 to 50 points

One research project assessment sheet per candidate is filled in by each Eu2P Academic Partner representative on the Eu2P Doctoral Board.

The assessment sheets are sent to the Eu2P central office who calculates the global assessment points for each candidate.

The Eu2P central office officially summons the candidates short-listed after this pre-selection process for an interview. The Eu2P Doctoral Board establishes for every candidate the composition of a mini-jury of professors, members of the Eu2P Doctoral Board (usually 3, according to thematic specialities) who will interview them.

Interviews shall preferably be organised in face-to-face conditions.

The interview shall last for a maximal duration of 60 minutes, using English language. The interview of a given candidate starts with a welcome address. The candidate is then invited to introduce him/herself and his/her research project. The candidate is also interviewed on his/her envisioned research activities and project.

Relevance and quality of the Research Project performances are evaluated by the jury according to the following criteria:

Research project synopsis	0 to 25 points
Oral performance <i>Communication skills, relevance to the Eu2P objectives, academic quality of responses to the different remarks made by the jury</i>	0 to 25 points
<b>TOTAL</b>	<b>0 to 50 points</b>

The addition of the points within the first and second assessment sheets (out of 200) is then carried out and a final ranking list is thus established.



#### **FOURTH STEP: ADMISSION TO FINAL PROCEDURES**

On the basis of the final ranking list, the Eu2P Doctoral Board members meet to discuss and analyze the results. Any discrepancies between assessments of the same candidate by two or more Eu2P Academic Partners are discussed. Every application (academic and professional data, research project quality, etc.) is gone through by the Doctoral Board, which then decides on the finally selected, waiting, and non-selected Student lists.

#### **FIFTH STEP: SETTING AND VALIDATION OF THE DOCTORAL STUDY PLAN**

The candidates that have been finally selected are invited to present their Doctoral Study plan for validation by the Eu2P Doctoral Board. If the Doctoral Study Plan is not fully validated by the end of a period of three months following the selection decision, the candidate cannot follow the Eu2 PhD curriculum and will not be enrolled in the degree-awarding institution.

#### **SIXTH STEP: ENROLMENT**

Once the Doctoral Study Plan is validated and the composition of the Supervision team is complete, and payment of the annual fees is secured, the candidate is enrolled in the degree-awarding institution.

# 02- THE Eu2P PhD CURRICULUM

## GENERAL OVERVIEW

Eu2P is not an exchange programme, but an elite joint doctorate curriculum for Students who have proved to be the best in their category through a worldwide competition. The benefits that such an innovative Joint Doctorate brings to every research laboratory involved are huge.

PhD Students will be driven by several professors belonging to the Eu2P partner Universities for their multiple “co-tutelle” thesis, but also to carry out an advanced PhD thesis research, portfolio activities (listed below) or simply to meet them and benefit from their knowledge.

The whole Eu2P PhD curriculum covers 3 consecutive years on a full-time basis. A yearly overview of the PhD curriculum is given in the following table. This overview is only indicative, in particular as regards the number of hours of workload attributed to each type of activity.

TYPE OF ACTIVITY		INDICATIVE WORKLOAD/YEAR	TOTAL OF INDICATIVE WORKLOAD/YEAR
THESIS RESEARCH	BIBLIOGRAPHIC KNOWLEDGE	250 HRS	1 000 HRS
	ADVANCED RESEARCH PERFORMANCE	750 HRS	
PORTFOLIO ACTIVITIES	EU2P WORKSHOPS	100 HRS	500 HRS
	EU2P LOCAL AND DISTANT LEARNING	150 HRS	
	SEMINARS AND WORKSHOPS PARTICIPATION	250 HRS	

## DOCTORAL STUDY PLAN

The definition of the PhD research topic is carried out in the Doctoral Study Plan in several stages by updating the research project for which the Student has been selected and subject to remarks and suggestions along the whole duration of the thesis.

### **JOINT SUPERVISION OF THE DOCTORAL STUDY PLAN**

The Eu2P Doctoral Board sets the minimal common standards that Eu2P doctoral Students must achieve and approves for each Student, an academic plan and a project programme involving mobility called “Doctoral Study Plan”. Additional local rules relating to the PhD supervision that are in place in the degree-awarding institution may also apply if such local rules are mandatory and not complied with by Eu2P PhD rules.

The Doctoral Board proposes during the first induction month a PhD Supervisor in line with the Student PhD research project synopsis. The PhD Supervisor shall belong to a Eu2P Academic Partner and hold an accreditation or an equivalent level to supervise doctoral thesis such as full professor. The PhD Supervisor cannot be an invited or temporary employee of the involved Eu2P Academic Partner.

Depending on the local rules in place in the involved supervising Eu2P Academic Partner, this appointment will need to be confirmed by the local PhD Board that is in charge of such aspects.

In the first three months of the programme (i.e. first term), the PhD Supervisor oversees the Student’s progress, strengths or weaknesses, and guides him/her to the preparation of the Doctoral Study Plan that shall be submitted to the Doctoral Board at the end of the first term.

The PhD Supervisor shall in particular prepare the designation of the Supervision team members. The Supervision team may involve additional members known as Co-Supervisors or Local Tutor from research organisations approved by the Eu2P doctoral board and not only Eu2P partners. The composition of the Supervision team shall be validated by the Doctoral Board within a maximum delay of three months following the PhD Supervisor designation. Depending on the local rules in place in the involved supervising

Eu2P Academic Partner, the team composition will need to be confirmed by the local PhD Board that is in charge of such aspects.

This is one of the mandatory steps before the Student can actually finalise his/her registration within the degree-Haddadawarding Eu2P Academic Partner/ Although the programme is somewhat complex and innovative, especially because of its multi-centre structure, the researchers and Supervisors should first know who the PhD Supervisor is, even if he/she belongs to another Academic Institution, by contacting the Eu2P Central Office and have the same expectations for the Eu2P Students as for the local ones.

## **SETTING UP AND VALIDATION OF THE DOCTORAL STUDY PLAN**

### **Setting up**

One Doctoral Study Plan shall be established for each selected Eu2P PhD student. A template shall be provided in due time by the Eu2P Central Office.

Depending on the Eu2P Academic Partner leading the PhD supervision, the Student may be asked to fill in additional forms to describe his/her research project proposal.

Eu2P members explicitly invite innovative Research project proposals, which are prepared to strike out into new fields. Within the programme, public and private Eu2P members can provide expert supervision and academic support in a wide variety of fields and their interconnections.

The Doctoral Study Plan, drawn up during the first term of the PhD curriculum between the PhD student and his/her Supervisor and supported by the Supervision team members, shall detail:

- The PhD thesis research project supervision such as appointment rules, names and roles of the Coordinator and Supervisors,
- The PhD thesis research project conduct locations and the description and scientific justification of the mobility within the Home and Hosting academic and research centres
- The PhD research activities main lines and expected results
- The programmed portfolio activities
- If applicable, the envisaged process to apply for ethical clearance. Indeed, each Eu2P Academic partner involved in the PhD degree award must be ascertained that its local mandatory rules for ethics clearance matters have been fully complied with.

The plan shall be reviewed and approved by the Doctoral Board by the end of the first term. In case of minor or major corrections requested by the Doctoral Board, the Student shall be granted an extra deadline of one month to establish an updated Doctoral Study Plan that shall be re-presented for final approval by the Doctoral Board.

The final validation of the initial Doctoral Study Plan is the last mandatory step needed before the Student can actually finalise his/ her registration with the awarding Eu2P Academic Partner.

Indeed, in case the Doctoral Study Plan is not validated, the Student will no longer be allowed to finalise his/her enrolment within the Eu2P programme.

### **Annual validation**

The Doctoral Study Plan must be yearly updated with the PhD Student and the Supervision team, at each anniversary date of the setting up of the initial Doctoral Study Plan.

The other Eu2P Academic Partners shall be informed of the thesis research progress through the Eu2P Doctoral Board on each validation of the Doctoral Study Plan. Consequently, all Eu2P Academic Partners shall be able to follow the PhD student's progress.

The PhD Supervisor shall help the Student in adopting the most appropriate methodology to carry out his/her research successfully. There must be at least three meetings a year gathering the PhD student, the Supervisor and the other members of the Supervision team.

Each of such meetings shall be accompanied by minutes that shall be annexed to the annual review of the Doctoral Study Plan. Video-conferencing facilities may be used for meetings. The doctoral Student may also benefit from other forms of peer monitoring in hosting academic and research centres.

Students and Supervisors shall be familiar with the recommendations to be found in the "The European Charter for Researchers" (and Code of Conduct for the Recruitment of Researchers):

> See <https://euraxess.ec.europa.eu/jobs/charter>

Each annual update must be sent to the Eu2P Central Office at [eu2p.office@eu2p.org](mailto:eu2p.office@eu2p.org) to be recorded and made available for validation by the Doctoral Board.

Requests regarding a change in subject and/or member of the Supervision team are to be made formally in writing by the Student and are to be addressed to the Supervisor who shall consequently liaise with all members of the Doctoral Board and the various research centres involved.

A particular check on the Research feasibility shall be operated by the Doctoral Board at the first annual validation. The Doctoral Board may decide to disembark the Student from the PhD programme if the results obtained by the end of the first year are judged insufficient.

## DOCTORAL DURATION

### FULL-TIME DOCTORAL STUDY

Additional time of study may be granted to the full-time Student upon his/her formal and justified request presented to the Eu2P Doctoral Board at the third Doctoral Study Plan annual validation with the support of his/her Supervisor and depending on the local mandatory doctoral rules that are enforceable in the degree-awarding institution.

Any PhD student who wishes such an extension shall submit his/her request to the Doctoral Board at least 3 months before the deadline for submitting his/her thesis. The Eu2P Doctoral Board may accept such extension request when the Supervisor and the PhD student determine that further research and writing is necessary, under the control of the degree-awarding institution, that shall confirm that such extension is possible and local conditions are complied with. The Eu2P Doctoral Board shall be satisfied that a revised work plan and schedule show that there exists a significant prospect for completion of the thesis. Asking for an extension from the Doctoral Board requires justifications and explanations, and may not lead to an extension of the Eu2P grant, if any. There shall also be additional tuition fees for this extension. The Doctoral Board and/or the degree-awarding institution must justify any rejection of an extension request.

Further extension period may also be accepted for justified parental/maternity/paternity or sick leave as well as for exceptional and duly evidenced circumstances.

The Student's Doctoral Study Plan shall be thus updated.

In any case, the Student shall be able to complete his/her research work and defend his/her PhD thesis within the maximum deadline that is accepted according to the degree-awarding institution.

### DOCTORAL STUDY LOCATION AND MOBILITY

The Eu2P PhD Student shall be advised to make the most of the Eu2P consortium possibilities and build a close research network among the Eu2P partners. Each PhD Student shall be primarily connected with one Eu2P Home academic institution to which his/her PhD Coordinator belongs.

The Student is strongly encouraged to work at least 6 months of the programme at another public or private Hosting Institution.

The Eu2P PhD Student has the opportunity to perform the thesis research project in the premises of:

- A Eu2P Academic Partner,
- An Higher Education Institution which it is not a Eu2P partner or,
- A non-Higher Education Institution, which may or may not be a Eu2P partner.  
(note: be sure that this is agreed upon by all Eu2P Academic partners)

In all cases, the Eu2P PhD Student must be supervised by the Supervision team members.

When the Student is conducting research in another location than the Coordinator or Supervisors' institutions, a local Tutor must be appointed or approved by the Coordinator.

The Local Tutor shall be a researcher with PhD degree with publications on the field of research you would like to develop during your PhD. According to Eu2P PhD rules, the Local Tutor means the member of the Hosting Institution validated by the Eu2P PhD Supervisor to assist and overall manage the PhD student during the Research and Portfolio activities led in the Hosting Institution(s). In other words, the Eu2P PhD Supervisor is the main supervisor of the PhD thesis for academic recognition and the Local Tutor is the day-to-day supervisor.

Mobility to a public or private institution shall be justified in the Doctoral Study Plan. Any change to the mobility plan during the course of the curriculum should be documented and forwarded to the Eu2P Central Office.

## PhD PORTFOLIO ACTIVITIES

The rules relating to the Eu2P PhD portfolio activities are established as minimal common rules applying throughout the Eu2P Academic Partners. Additional local rules relating to the PhD portfolio activities that are in place in the degree-awarding institution, may also apply if such local rules are mandatory and not complied with by the Eu2P PhD rules.

### DESCRIPTION

In order to enhance the Students' employability and to improve their written/oral communication skills, the Doctoral Board has added portfolio activities so that the future Ph. doctors are also fully operational as global academics. The academic plan of doctoral Students comprises the carrying out of portfolio activities. All the following activities are strongly recommended to the Eu2P doctoral Students and can be followed at any stage during the whole duration of the doctorate curriculum:

- Producing an article for publication in a recognized journal,
- Producing a review for publication in a recognized journal,
- Participating or organising a conference, round table or symposium,
- Teaching experience at higher-education level,
- Completing Eu2P training courses and summer school.

It is clear that no ECTS credits can be validated as long as the Student has not yet defended his/her PhD thesis (and at the earliest three years following the first registration).

### COMPLETION OF Eu2P TRAINING COURSES

Within the Portfolio activities, the PhD Students shall justify the follow up and completion of theoretical training along their project research work.

Students may either follow modules chosen from the Eu2P web-based training offer or follow local face-to-face Eu2P Academic partner courses. The choice and planning of the training courses shall be indicated in the Doctoral Study Plan.

The PhD Coordinator shall validate the completion of the Portfolio activities when annually updating the Doctoral Study Plan.

Attendance to seminars and/or congress visit(s) must be established by regular certificates of attendance and shall be documented in the Diploma Supplement.



### **Eu2P web-based training**

Eu2P provides its web-based training content through its own e-learning platform.

All training materials will be made available to the Student through it. However, due to the specificity of the e-learning format, the Student does not have any warranty on the training (live sessions) availability in any area with time zone different from the GMT one.

Each Student shall be identified and granted rights to access the ad hoc platform tools and resources.

### **Eu2P face-to-face training**

PhD Student shall be strongly invited to participate to doctoral workshops organised by Eu2P.

PhD Students shall have access to any other face-to-face training modules developed by the Eu2P Academic partners that they may follow during visits or longer period of stay as detailed in the Doctoral Study Plan.

# 03- THE PhD DEGREE-AWARDING PROCEDURES

## GENERAL PROCEDURE

### **AWARDING PROCESS BY Eu2P PARTNERS UNIVERSITIES**

The curriculum terminates with the award of a Doctorate degree related to Pharmacovigilance and Pharmacoepidemiology fields and whose exact terminology shall correspond to the degree-awarding powers of the supervising and registering Academic Partner.

The progressive carrying out of the PhD thesis work does not in itself grant to the Student any ECTS credits associated with it.

It is only after normally three years of full-time active and successful research activities as validated by the Supervision team and following a successful oral defence, that the Student is declared eligible for the award of the PhD degree.

As a result of the selection process, a particular Eu2P Academic Partner will be appointed by the Eu2P Doctoral Board to supervise the PhD student, an if needed upon the validation of the local PhD board in charge of the appointment of supervisors in the involved degree-awarding Institution. As a principle, the supervising Academic Partner is the registering and PhD degree awarding institution for this Student.

In the event however that the registration of the PhD student by the Eu2P Academic Partner involved in the PhD student supervision is not made possible, it is agreed by all parties that the supervising institution will inform the Eu2P Doctoral Board of such situation upon the appointment of the Supervisor. In such cases, the Université de Bordeaux, as the Coordinating Eu2P PhD Consortium, shall register this student, award and issue the Eu2P PhD degree relating to its own local doctoral school.

In the event of any change on the local Doctoral Regulations, either relating to the local awarding degree powers or name of the PhD degree, the Doctoral Board shall be informed of such changes and shall endorse by a unanimous decision the corresponding change. It shall not be necessary to modify the current MoU: the update shall be considered as valid by the mere adjunction of the related Doctoral Board meeting minutes.

The successful trainee shall also be delivered a specifically Eu2P Certificate of success that shall reflect the existence of the Eu2P PhD academic network and establish that the local PhD degree is awarded in the larger framework of the

common Eu2P PhD programme in Pharmacovigilance and Pharmacoepidemiology.

Along the local PhD degree and the Eu2P certificate, a Eu2P Diploma Supplement giving all details on the curriculum, the mobility, the Portfolio activities, the Eu2P PhD Consortium & training collaborations shall be printed and issued by the Eu2P Academic coordinating institution and shall be signed by all Eu2P Academic Partners and include their logos.

This document, in English, is delivered to successful Eu2P Students to improve international transparency and facilitate the academic and professional recognition of qualifications. The Diploma Supplement corresponds to the standard European document issued alongside the PhD degree diploma to provide a detailed description of the qualification.

## **DEADLINES**

Concerning deadlines of submission of papers, doctoral Students shall respect the expectations of their Supervision teams and timelines set out in their Doctoral Study Plan.

Concerning the annual and mid-term Doctoral Study Plan review, they should respect the submission deadlines set by the Eu2P Doctoral Board. These documents shall be submitted to the Eu2P Central Office.

Concerning the portfolio research activities, they must be carried out at any time during the programme and validated by the PhD Supervisor before the end of the last permissible yearly administrative registration, according to the degree-awarding institution. This validation shall be notified to the Eu2P Central Office.

Concerning the oral defence, the PhD thesis must be defended before the end of the last permissible yearly administrative registration, according to the degree-awarding institution.

The composition of the Plenary Doctoral Committee shall be sent to the Doctoral Board for approval following the calendar that is in place in the degree-awarding institution.

Still following the calendar that is in place in the degree-awarding institution, the PhD student shall forward to the Eu2P central office:

- One bound copy of the PhD thesis for each member of the Plenary Doctoral Committee, and the PhD Supervisors, and
- One electronic copy of the PhD thesis

## PhD THESIS

The rules relating to the Eu2P PhD thesis are established as minimal common rules applying throughout the Eu2P Academic Partners. Additional local rules relating to the PhD thesis that are in place in the degree-awarding institution, may also apply if such local rules are mandatory and not complied with by the Eu2P PhD rules.

### PhD THESIS LENGTH AND CONTENTS

**Further details relating to the thesis length and contents shall be detailed by the degree-awarding institution's local mandatory rules.**

The following indications are thus to be read only as **indicative** and providing a general guidance to the PhD Student.

Generally, a PhD thesis should be written in English and based upon a substantial and innovative research contribution; as such, a minimum of 150 pages/250.000 signs (spaces excluded) – 1.5 spaced – Times New Roman – Font 12 is recommended. The left-hand margin should be at least 30 mm. The thesis should be word-processed on one side only of A4 paper.

Students should be aware (and they will be reminded of this by their Supervisors) that in some academic contexts and depending on the discipline they work in, their career prospects would be enhanced by the production of a shorter or longer text.

**Within the covers the various elements of the PhD thesis should appear in the following order:**

- The title page;
- The declaration of good academic conduct;
- The table of contents;
- The text of the dissertation report divided into chapters;
- The bibliography;
- The index; and
- The abstract on the back-cover

On the title page shall appear the name of the author, the names of the Coordinator and the Supervisors, the title of the thesis, the year and place of presentation.

It is recommended that the following declaration of good academic conduct on the second page is included as follows:

*"I .....[Student name]..., hereby certify that this dissertation, which is ..... words in length, has been written by me, that it is a record of work carried out by me, and that it has not been submitted in any previous application for a higher degree. All sentences or passages quoted in this dissertation from other people's work (with or without trivial changes) have been placed within quotation marks, and specifically acknowledged by reference to author, work and page. I understand that plagiarism – the unacknowledged use of such passages – will be considered grounds for failure in this dissertation and in the degree programme as a whole. I also affirm that, with the exception of the specific acknowledgements, the following dissertation is entirely my own work."*

*Signature of the Student.....*

The abstract should be written in English, in single line spacing, Times New Roman – Font 12, with a maximum of an half A4 page to be placed at the back cover of the bound thesis.

## **SUBMISSION PROCESS AND OBLIGATIONS**

The PhD thesis shall be delivered in English.

**To be submitted to the appointed Plenary Doctoral Committee, and as a minimal common rule among the Eu2P PhD network, the PhD thesis shall normally comprise:**

- Three scientific original papers published or accepted for publication in peer-reviewed journals,
- And three additional ones submitted for publication in peer-reviewed journals

This is a minimal requirement applicable throughout the Eu2P Academic Partners, but additional rules may also apply and supersede the ones contained in the present Regulations if the degree-awarding institution's local mandatory rules are not complied with by such Eu2P minimal standard.

The thesis shall be submitted in a bound copy to the Plenary Doctoral Committee along the calendar that is in place in the local degree-awarding Eu2P Academic partner.

The role and work organisation of the Plenary Doctoral Committee relating to the thesis review shall be detailed by the rules that are in place in the local degree-awarding Eu2P Academic partner.

The review report shall in any case include the judgment on the permission for the PhD student to orally defend his/her thesis.

In case the thesis review report recommends major corrections, the Student with the support of his/her Supervisors shall be then invited by the Doctoral Board to submit a demand for an extension of the thesis period study.

## **ORAL DEFENCE**

### **Number and localisation of the presentation**

Following the thesis review report, the authorization for the PhD student to orally defend his/her PhD is granted by the degree-awarding institution, and endorsed by the Eu2P Doctoral Board.

Depending on this location, the authorisation to defend may have to be confirmed by the local board in charge of Doctoral regulations and assessment. This oral defence shall take in the conditions usually in place in the degree-awarding institution. Specific adaptation relating in particular the place of defence may however be established in the particular framework on the on-line Eu2P PhD programme.

The PhD student cannot fail to attend the final examination.

### **Plenary Doctoral Committee**

The composition of the Plenary Doctoral Committee shall be proposed in writing to the Eu2P Doctoral Board by the Supervision team and the Student (through [eu2p.office@eu2p.org](mailto:eu2p.office@eu2p.org)), following the rules and calendar in place in the degree-awarding Eu2P Academic partner.

The Doctoral Board shall then review, consider and validate the proposed composition.

### **Successful completion of the doctoral assessment**

On the day of the thesis oral defence, the Plenary Doctoral Committee shall forward to the Eu2P Doctoral Board its decision on the award of the local PhD degree taking into account:

- The significance and level of originality of the definition of the problem and methods
- The scientific and technical standard of the work
- The judgement of external reviewers
- The quality of the defence
- The quality of the published or accepted scientific publications
- All additional activities (teaching, workshop participations or organisations) improving the quality of the scientific field.

The Plenary Doctoral Committee report following the oral defence shall also be forwarded to the Eu2P PhD student.

### **Failure of the doctoral assessment**

If the doctoral assessment is failed, the Plenary Doctoral Committee shall motivate its decision in writing. No further extension may be granted to the Eu2 PhD student once s/he has defended his/her thesis.

## 04- THE STUDENTS' STATUS AND AVAILABLE FACILITIES

### STUDENT STATUS

The hereunder rules relating to the Eu2P PhD Student Status are established as minimal common rules applying throughout the Eu2P Academic Partners. Additional local rules relating to the Eu2P PhD Student Status that are in place in the degree-awarding institution, may also apply and supersede the ones contained in the present Regulations if such local rules are mandatory and not complied with by the Eu2P PhD rules.

#### STUDENT STATUS

The hereunder rules relating to the Eu2P PhD Student Status are established as minimal common rules applying throughout the Eu2P Academic Partners. Additional local rules relating to the Eu2P PhD Student Status that are in place in the degree-awarding institution, may also apply and supersede the ones contained in the present Regulations if such local rules are mandatory and not complied with by the Eu2P PhD rules

#### STUDENT ENROLMENT

The Eu2P Central Office shall forward all the information necessary for registration to the involved Eu2P Academic Partner's Doctoral administration upon the completion of the following mandatory steps:

- Selection by the Doctoral Board
- Appointment of the Supervision team
- Validation of the Doctoral Study Plan, and
- Payment of the annual PhD fees

Depending on the identification of the PhD-degree awarding institution, the Eu2P PhD student shall be registered in the respective Eu2P Academic partner. As indicated above, in the event that the registration of the PhD student by the Eu2P Academic Partner involved in the PhD student supervision is not made possible, it is agreed by all parties that the supervising institution will inform the Eu2P Doctoral Board of such situation upon the appointment of the Supervisor. In such cases, the Université de Bordeaux, as the Coordinating Eu2P PhD Consortium, shall register this student.



Besides, annual registration as a Eu2P Certificate Student shall also follow in the Eu2P Academic Partner that coordinates the Eu2P Module(s) followed by the PhD student.

Finally, the Eu2P Central Office shall provide the Student with a Eu2P international Student card.

## **RIGHTS OF THE STUDENT**

The Eu2P Student has certain rights in addition to those derived from his/her registration at one or several different Eu2P Academic Partners.

Registration shall confer the following rights:

### **The Student has a right to:**

- Participate in courses within the chosen study programme
- Reasonable notice of the general content of the Eu2P on-line course; however, due to the specificity of the e-learning format, the Student does not have any warranty on the training (live sessions) availability in any area with time zone different from the GMT one.
- Support and assistance from Eu2P training teams and in particular from his/her PhD Supervisors,
- Academic freedom and autonomy in his/her intellectual pursuits and development
- Be treated with courtesy and respect.
- Reasonable notice of what will be required of him/her, and the criteria upon which his/her performance will be evaluated. The Student has a right to have his/her performance evaluated promptly, conscientiously, and without prejudice or favouritism.
- Participate in Eu2P aspects affecting Students' affairs through Students' feedback and membership on appropriate meetings of the Eu2P Doctoral Board.
- Perform evaluations of faculty members.
- Submit a complaint if feeling not properly treated by a member of Eu2P Academic Partner or hosting institution or if disagreeing with a decision.
- Be free from any form of illegal discrimination and sexual harassment.
- Examine and communicate ideas by any lawful means.
- Privacy and confidentiality subject to the Eu2P privacy and security policy and to each Eu2P Academic Partner rules and regulations.
- Protection against unauthorized disclosures of confidential information contained in his/her educational records. The Student has a right to examine and challenge information contained in his/her educational records.

- Use of Student facilities offered to regularly registered Students within any of the Eu2P Academic Partners.

One representative of Eu2P PhD students may be invited to the Doctoral Board meetings when the agenda of the Doctoral Board requires such attendance. This representative shall be elected by their fellow Students on the following basis:

- One representative of the Students enrolled in the Eu2P PhD programme
- Eu2P students shall be informed on the election process of Student representatives by the Eu2P Central Office in due time.

## **DUTIES OF THE STUDENTS**

The obligations of all PhD Students are set by the Eu2P Doctoral Board, confirmed in the present document and agreed upon when signing the Doctoral Study Plan.

Students are not allowed to enrol simultaneously in another doctorate or postgraduate school. Students will inform - in writing - the Eu2P central office about any other parallel activities that they might wish to engage in, and justify their reasons for it. Permission will be given or refused by the Eu2P Doctoral Board within 15 days.

The Eu2P Student has certain duties in addition to those derived from his/her registration at the different universities partners of the Eu2P Consortium.

### **Registration imposes the following duties:**

- The Student must actively participate in the research activities and courses, timely follow his/ her work plan and fulfil at his/her best ability the examination requests, respecting academic honesty and integrity.
- In particular, and concerning academic integrity and honesty standards, the Student must not cheat nor indulge in plagiarism (i.e. submitting any provisional or definitive version of the PhD thesis that contains work that is not the Student's one, without indicating the correct sources of such parts).
- The Student must comply with the general standards and rules of decency and respect when interacting with fellow Students or members of Eu2P Consortium, or when using any of the Eu2P Academic Partners' facilities. Unacceptable behaviour includes, but is not limited to, sexual harassment and intimidation, aggression and violence, discrimination.
- The Student must follow instructions and rules of his/her Supervisors and/or trainers. In particular, Eu2P reserves the right to refuse admission or to require a Student to leave a face-to-face training or a live training sessions on the e-

learning platform if his/her behaviour is considered disruptive, likely to cause damage, nuisance, offence or injury, or is otherwise unacceptable. Eu2P may on occasion have to conduct security searches to ensure the safety of Students and the venue. The unauthorised use of photographic and recording equipment is prohibited. Mobile phones must be switched off during a face-to-face or during a live training.

- Face-to-face trainings may be filmed by Eu2P. Students attending a face-to-face training consent to filming and sound recording as members of the audience. These recordings may be distributed to the public via on-demand video archives on the Eu2P website.
- When on site of one of the Eu2P Academic Partners, the Student must follow the rules of such university, in particular those relating to the management and care of university facilities and buildings.
- The Student must follow the rules of the Home and Hosting institutions.
- The Student must follow regulations displayed on the Eu2P e-learning platform concerning the responsible use of IT resources, and also strive to prevent nuisance from undesired use of these facilities. In particular, the Student must comply with the Eu2P e-learning platform General Conditions of Use and the Eu2P Privacy Policy.
- In addition, study programme-specific codes of conduct may apply, for example in relation to dealing with patient data. The related module coordinator will inform the Student of this.

## SICK LEAVE AND PARENTAL LEAVE – EXCEPTIONAL CIRCUMSTANCES

### PARENTAL LEAVE - GENERAL PROCESS

Parental/maternity/paternity leave is taken by the PhD Student in accordance with the law applicable to his/her employment contract or to his/her local Student status based on the regulations in force at his/ her Home institution.

It is paid, if applicable, by the relevant social insurance system.

The oral thesis defence may accordingly be postponed in the conditions detailed. In any case, the Student shall be able to complete the research work and defend the PhD thesis within the maximum deadline that is accepted according to the degree-awarding institution.

### Sick leave

Sick leave is taken by the PhD Student in accordance with the law applicable to his/her employment contract, if any or to his/her local Student status based on the regulations in force at his/ her Home institution. It is paid, if applicable, by the relevant social insurance system.

In the event of sick leave, the oral thesis defence will accordingly be postponed. The oral thesis defence may accordingly be postponed in the conditions detailed above. In any case, the Student shall be able to complete the research work and defend the PhD thesis within the maximum deadline that is accepted according to the degree-awarding institution.

### Failure at any moment in the programme

Should the Student's results or achievements be unsatisfactory, the Eu2P Doctoral Board, after consulting the PhD Supervisor(s), and under the control of the degree-awarding institution that shall confirm that the Student's results or achievements do not comply with the required standards that are locally enforceable, shall propose a motivated ruling of exclusion from the programme. If applicable, the monthly allowance and travel expense reimbursements of the Student will then be stopped from the following month onwards.

**The reasons for exclusion from the doctorate supporting a motivated ruling by the Eu2P Doctoral Board are as follows:**

- Unjustified failure to comply with the Doctoral study plan research and training objectives;
- Involvement in other forms of employment not authorized to do so by the Eu2P Doctoral Board and the PhD Supervisor;
- Simultaneous enrolment in other academic or tertiary education courses;
- Unexplained, prolonged absence;
- Unjustified failure to comply with the mobility plan as defined in the Doctoral study plan;
- Any behaviour considered as serious failure, e.g. plagiarism, by the Doctoral Board.

The expelled Student will receive justified notification of the measure taken by the Doctoral Board by registered post. In case the Student does not accept the decision, see section below on PhD Students' complaints.

## **PhD STUDENT'S RECORDS**

### **GENERAL – CONFIDENTIAL CHARACTER OF THE STUDENT'S RECORDS**

The privacy and confidentiality of the Students' records shall be preserved as outlined in the Eu2P privacy and security policy and in the privacy policies applicable in each Eu2P University according to relevant local laws.

The official Student's records shall be maintained only by members of the Eu2P Central Office and Eu2P Academic Partners' staff employed for that purpose. In particular, members of this administration and instructional staff will have access to the Students' records for legitimate purposes such as Student advising, administrative planning and statistical reporting.

The Eu2P Central Office shall keep in one individual file the annual follow-up reports, the thesis reviewers' report as well as the Plenary Doctoral Committee's decision following the oral defence.

### **ACCESS TO THE STUDENT'S REPORTS**

The Student shall have access to a copy of his/ her personal file upon request to the Eu2P Central Office.

Copy of the Plenary Doctoral Committee's decision is addressed to the different Eu2P Academic Partners' offices for transcript in each local Students' file system.

## AVAILABLE FACILITIES

### VISA DUTIES

As soon as a Student is selected, the Eu2P Academic Partner in which the Eu2P Student shall be registered, will be invited to send visa support letters, upon the Student's request. The Student shall do the necessary investigation in his/her country of residence to get a visa permit (if non-EU resident), and collect all the information needed (a visa support letter will be sent to the selected Students). The formal acceptance letter which will be sent by the Eu2P central office will guide Students through the preparation of these documents.

### SOCIAL SECURITY AND HEALTH INSURANCE COVERAGE

Doctoral Students are responsible for their social security coverage throughout the programme and wherever they are studying. Each PhD Student shall be informed by the Eu2P Central Office that s/he is required to follow the rules in force at the Home and Hosting institutions for the research activities and subscribe to a personal insurance.

Each Eu2P Academic Partner undertakes to provide appropriate information to the Student for his/her registration in the national health system or for the provision of other kinds of health insurance that may be required either before his/her arrival.

It shall remain however the Students' responsibility to ensure that they benefit from an insurance policy to cover medical expenses, maternity, illness or death, transportation back to the Student's home country in case of a serious accident, as well as to cover any consequence of civil liability.

The Eu2P Academic Partners undertake to cover each Student admitted to the Eu2P PhD programme with public liability insurance coverage for any accidents incurred within the university buildings and third-party liability for damage that they may involuntarily cause to a person or their properties.

The Eu2P Consortium members shall provide each Student while on his/her research project at their premises with detailed information about the specific risks existing in the work environment in which they operate and carry out their functions and shall provide all necessary documentation about the prevention and emergency security measures and provisions in force in relation to their activities, in conformity with the legislative norms and regulations in force in the country of the Home or Hosting institution(s).

## FEES AND ACADEMIC REGISTRATION

Before attending the programme, candidates must pay the annual tuition fees as fixed by the Doctoral Board.

For the new Students' intake as from 2025/2026, the fees are set as follows:

- European and non-European Students: 4,500.00 Euros/year.
- European and non-European Professionals: 6,000.00 Euros/year.

These costs include registration fees and general administration costs.

Once the Eu2P Doctoral Board has selected the Students and payment of the corresponding annual fees is secured, the Eu2P Central office will communicate to the different Eu2P doctoral schools' administrations the academic and administrative documents to allow annual registration in each Eu2P Academic Partner without the Student paying any additional fee.

Depending on the identification of the PhD-degree awarding institution, the Eu2P PhD student shall be registered in the respective Eu2P Academic partner. Besides, annual registration as a Eu2P Certificate Student shall also follow in the Eu2P Academic Partner that coordinates the Eu2P Module(s) followed by the PhD student.

Finally, the Eu2P Central Office shall provide the Student with an international Student card.

To allow such process, the Eu2P Central Office shall forward all necessary information for registration to take place.

Registration shall be renewed each year upon payment of annual fees by the Student.

Eu2P intends to grant partial grants for a limited number of PhD applicants, based on appraisal of the applicant's academic abilities and research interest, irrespective of their European or International status. Such grants shall accordingly lower the amount of fees left to pay.

Eu2P grants shall be awarded by the Eu2P consortium and private organizations and shall not be mistaken for possibly existing PhD grants in the Eu2P Academic Partner local doctoral schools that are meant for their respective national doctoral programmes.

## **AVAILABLE ACADEMIC FACILITIES THROUGHOUT THE CONSORTIUM**

A wide variety of facilities (such as language centres to learn or improve an additional foreign language, sports and cultural activities, accommodation and visa procedures, depending on the size and local practices of the universities involved) are offered everywhere in the Academic Partner institutions of the Consortium, free of charge. Each Eu2P doctoral Student will be allocated a PhD Supervisor in the Home institution; the latter can be approached at any time for academic advice and support. The PhD Supervisor or the member of the Supervision team who will be delegated for such tasks will meet the Student regularly during the first semester and will be available for consultation via e-mail while the Student is in another institution. The PhD Supervisor may advise on any academic matters and may serve as an initial point of contact where a Student is experiencing problems of any kind.

## **OTHER SERVICES**

Each Eu2P Academic Partner agrees to provide all reasonable assistance to the Student helping her/him with incoming procedures such as finding housing, having access to language courses, libraries, canteens, study rooms and computer facilities or providing help to in-coming Students with formalities such as permits of stay.

The main contact points shall be the respective Eu2P Academic Partners International Offices.

The Eu2P Academic Partners undertake to cover each Student admitted to the Eu2P PhD programme with public liability insurance coverage for any accidents incurred within the university buildings and third-party liability for damage that they may involuntarily cause to a person or their properties.



## **EXPENSES**

### **Material expenses**

Eu2P training programme extensively uses web-based tools and communication technologies. Therefore, each Student must be equipped with ad hoc computer equipments and Internet access.

### **Living expenses**

During the Eu2P PhD curriculum, the Student must ensure that s/he has adequate funds to cover his/her living expenses.

The Student needs to budget for the academic year the following potential expenses:

- Accommodation
- Utility bills (Gas, electricity and water, telephone, internet and mobile)
- Food
- General living costs (clothes, books, insurance, networking, socialising, ground transportation, etc.)

### **Travel expenses**

Research activities at one or another of the Student's host institutions may require additional travel expenses.

During the Eu2P PhD curriculum, Students may be invited to attend face-to-face meetings during the Eu2P freshers' week, Eu2P doctoral workshops in a European location or to attend seminars and congresses. Related costs would in this case be borne by each Student.

# CONFIDENTIALITY RULES AND INTELLECTUAL PROPERTY RIGHTS

## PROFESSIONAL SECRECY AND NON-DISCLOSURE

All research projects activities imply for the Student to exercise professional secrecy. Wherever needed, a specific clause of confidentiality shall be signed by the Student and the Hosting institution(s). Any non-disclosure clause shall however be established and exercised so as not to prevent the Student from making public the outcome of his/her research activities in the PhD thesis.

## INTELLECTUAL PROPERTY

### Use of results by any of the research project agreement party

If the thesis research project results in the creation of a work that may be publishable or protected by any other copyright or industrial property rights (including software), it belongs to the Hosting institution(s) and the PhD student to formally agree on the terms and conditions of such dissemination activities.

In particular, a contract shall specify the scope of the rights assigned, any exclusivity, the intended use, the media used and the duration of the assignment, and if applicable, the amounts of compensation to be paid in consideration of the assignment.

### Dissemination of the PhD thesis by Eu2P Academic partners

#### *Before the oral defence*

The thesis will not be made public before the oral defence. Access to the written PhD thesis is only granted to the members involved in the related assessment process and to the Eu2P Central Office.

Depending on the location of the Oral Defence, the PhD thesis may be disseminated ahead of the Oral Defence according to the related local Doctoral regulations.

#### *Following the oral defence*

Unless specific conditions limit public access, partial or full versions of the PhD thesis may be disseminated by Eu2P through multimedia tools as well as by each of the PhD awarding Eu2P Academic Partners, according to their local Doctoral rules regarding reproduction of thesis.

### **Third Party Copyright**

The Student shall be aware that using text, diagrams or images where the copyright belongs to someone else, in his/ her written thesis, may infringe the involved third-party copyrights. The Student shall then seek permission from the copyright owner before using their material in the PhD thesis submission. Any third-party copyright infringements within the PhD thesis are the responsibility of the author i.e., the Student (see below Part 5 - Misconduct).

## 05- ACADEMIC MISCONDUCT

Academic integrity is fundamental to the values promoted by the Eu2P Academic Partners. It is important that all Students are judged on their ability, and that no Student is allowed unfairly to take an advantage over others, to affect the security and integrity of the assessment process, or to diminish the reliability and quality of the Eu2P PhD degree.

Academic fraud as defined by the Eu2P Consortium means deliberate deception in an academic context.

Academic misconduct may involve: plagiarism; submitting work which has been submitted in another course; falsifying data; inventing citations; colluding with another person in the production of an essay, and so on.

Plagiarism is the act of deliberately taking another's ideas and representing them as one's own. When a Student wishes to reproduce a read material, he/she can either paraphrase it in his/her own words, or quote it directly (using quotation marks). In either case, he/she must acknowledge its use employing a footnote to indicate the source of the information. Failure to acknowledge someone else's words or ideas is plagiarism, whether this omission is accidental or deliberate. In order to be sure, the Student is never guilty of plagiarism, even by accident, he/she needs to be aware of the potential problem when taking notes, and needs to make it clear to him/herself where the Student has summarized material and where he/she has directly copied text.

Doctoral Students will not forget to acknowledge formally any help they have received from others, or any permission granted to make use of copyright material in their thesis, particularly where they concern illustrative and manuscript material.

Each institution has its own procedures for identifying and sanctioning academic misconduct. The Eu2P Consortium as a whole will respect any penalty imposed by an individual institution on a Student found guilty of it, the Student will not be permitted to complete the Eu2P programme, and will not be awarded any degree certificate.

Any Student who is not absolutely certain about the rules and definitions concerning academic misconduct has a responsibility to clarify his or her understanding by consulting academic staff and/or any Eu2P local Supervisor for further clarification in any Academic Partner or Associate Member institution.

## 06- FEEDBACK TO AND FROM DOCTORAL STUDENTS

Internal communication is essential to improve the Eu2P multi-centre programme. That explains why the Eu2P Consortium takes so much care over feedback from Students, communication between academics involved and a state-of-the-art electronic interface to establish connections between all actors in Eu2P as these are considered as the most efficient tools to ensure Quality enhancement policies.

### INTRANET SYSTEMS

The Université de Bordeaux, coordinating Academic Partner of the Eu2P programme, is developing an e-learning platform, which provides different spaces with a more or less restricted access according to their functions.

The Students will first be encouraged to update their profile in order to exchange their views and concerns and remain in touch with one another when their specialization tracks diverge.

The Eu2P Consortium aims to create within the most reasonable deadlines an off-shore library and an archival space to be made available to all enrolled Students to avoid the loss of data by PhD Students. An intranet system shall also record their progressive achievements during the programme (the PhD “logbook”) and shall be made available (with restrictive access through a personal password) to Supervisors and research centre directors wherever they happen to be.

A forum shall also be accessible to specific groups of Students in order to discuss methodology and assessment coordination. Finally, a virtual library should be set up to display the academic profiles of the Students and, if permitted by their authors and by local University doctoral regulations regarding reproduction of thesis, the thesis dissertations shall be made available to the general public.

## PhD STUDENT COMPLAINTS

### GENERAL POLICY

Students will be given an opportunity to offer feedback on the learning experience in every Academic Partner of the Eu2P consortium at the end of each year. Students will be invited to return this form to the Eu2P Central Office who will forward it for analysis to the related institution.

Students' problems and complaints may be related to personal circumstances (disability, bereavement, illness) affecting a Student's performance or even leading to temporary suspension of studies.

Each Eu2P Academic Partner has local procedures for dealing with Student problems and complaints. Students should use these procedures in the first instance, where the difficulty is a local one, always preferring first an informal request.

### INFORMAL PROCESS

#### Complaints involving one particular Academic Partner

The Student is advised to first raise in an informal way any complaints about the conditions in which s/he conducts the research activities, about the supervision conditions, about the theoretical training or about university services directly with those concerned in the first instance.

Students should approach first his/her Supervisor, who may liaise with the local concerned Academic Partner boards to consider such complaints fairly and do their best to resolve any difficulties.

If necessary, the Supervisor will informally consult the Eu2P Doctoral Board to consider the complaint and provide additional decision that may help solving the issue raised by the Student.

However, if a Student is dissatisfied with the response to an informal complaint or request, then a formal written complaint should be made in accordance with the procedures laid down by the concerned Academic Partner. (see below)

## **Complaints involving several Academic Partners or the whole Eu2P Consortium**

The Student is advised to first raise in an informal way any complaints involving several Academic Partners or the whole Eu2P Consortium (for e.g. about the overall organisation of the PhD programme or about any aspect of the PhD assessment process).

Students should approach first the Eu2P central office, which will liaise with Eu2P Doctoral Board members to consider such complaints fairly and do their best to resolve any difficulties within 30 calendar days of receipt of the student's complaining e-mail to Eu2P central office.

However, if a Student is dissatisfied with the Doctoral Board's response to his/her informal complaint or request, then a formal written complaint should be made in accordance with the procedures laid down below. (see below)

### **FORMAL PROCESS**

#### **Complaints involving one particular Academic Partner**

If the Student is dissatisfied with the answer received following his/ her informal request/ complaint or wishes to directly embark in a formal complaint procedure about a specific training, service or facility provided by a given Eu2P Academic Partner, s/he shall invoke the complaint procedure of that institution. The Student may obtain assistance in preparing complaints from the appropriate advisory body at each institution.

#### **Complaints involving several Academic Partners or the whole Eu2P Consortium**

If the Student is dissatisfied with the answer received from the Doctoral Board following his/ her informal request/ complaint or wishes to directly embark in a formal complaint procedure about the overall organisation of the PhD programme or about any aspect of the PhD assessment process, or any other aspects involving several Academic Partners or the whole Eu2P Consortium, s/he shall invoke the complaint procedure of the Coordinating institution [Université de Bordeaux]. The Student may obtain assistance in preparing complaints from the appropriate advisory body at this institution.