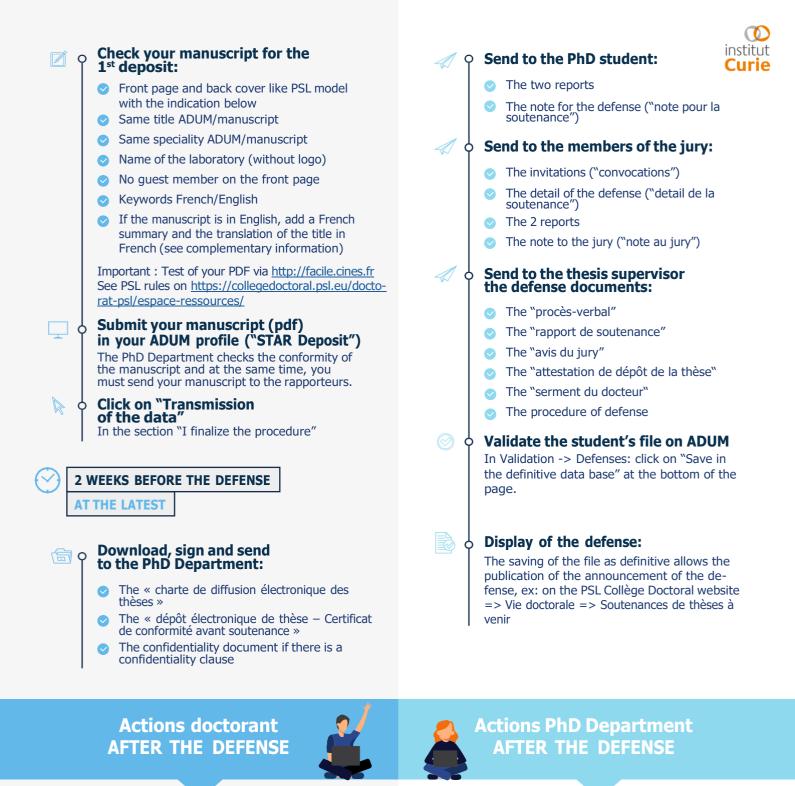
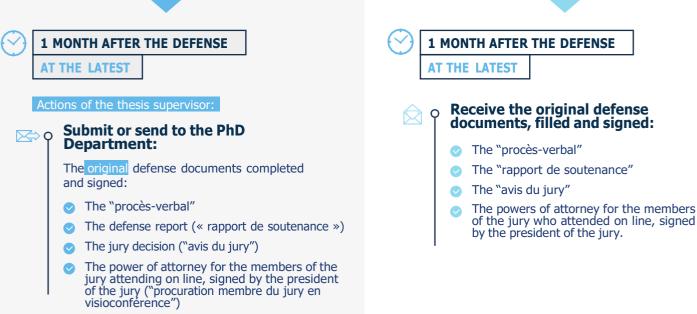


Procedure for PhD

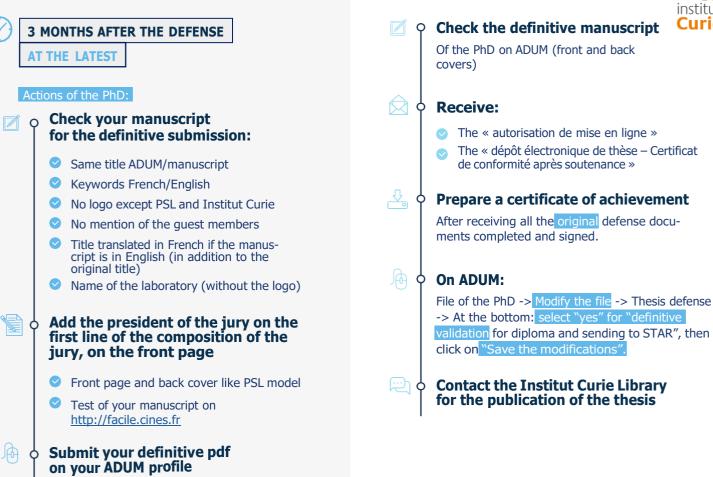
Thesis defense Institut Curie – PhD Department











Download, sign and send to the PhD Department

The following documents:

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- The authorization of publication ("autorisation de mise en ligne")
- The conformity certificate (« dépôt électronique de thèse – certificat de conformité après soutenance »)

Actions of the Library FINALIZATION

Complementary information



I am in 3rd year but I will defend at the beginning of the next civil year

- Service States S
- If you defend before 31/12, you will not have to re-enroll
- If not, you must re-enroll. In this case:
 - You will be exempted from the tuition fees if your thesis lasts less than 39 months.
 - You will need to pay the CVEC fees. (see the re-enrollment procedure)

Warning: you will need to re-enroll before beginning your defense procedure.

Composition of the jury: specific PSL rules

The rapporteurs may **not be part of the Doctoral School, the laboratory, Institut Curie or PSL University**(except if the disciplinary field or the content of the works do not allow it). The jury is composed of between 4 and 8 members satisfying the following criteria:

- The candidate's thesis supervisor must be part of the jury
- At least half of the members being French or foreign personalities must be from outside the Doctoral School and the laboratory to which the candidate belongs and from PSL University, chosen for their scientific competence.
- Half of the jury must consist of professors, or senior researchers, according to provisions detailed in the appointment of members of the National Council of Universities or of teachers of equivalent rank whodo not depend on the Ministry responsible for Higher Education.
- Solution There must be an equal representation of men and women.
- One of the members of the jury must be a PSL researcher, with HDR. It cannot be the thesis supervisor or co-supervisor/co-encadrant and he/she must be outside the laboratory.
- At least half of the members of the jury must not have taken part in the thesis work.
- The President of the Jury must be a Professor or equivalent.
- The thesis supervisor participates in the jury, attends the deliberations but does not take part in the decision. He cannot chair the jury.
- Some people can attend as guest members (maximum two). A guest member attends the defense but he does not sign any document and is not considered as an examinator.

In which language should the manuscript be written?

In which language the defense should be presented?

In accordance with the Education Code (Article L121–3), the language of the manuscript and of the defense is French. However exceptions may be considered and if this option is chosen, the PhD student must add a substantial summary in French. See more **details with your Doctoral School**. If your Doctoral School hasno rules about it, add a substantial summary in French of each chapter of the thesis.

If the manuscript is in English, on the front page the original title in English should appear first, before the title translated into French.

Where the defense should take place? Who books the room?

The PhD student and their thesis supervisor are in charge of booking the rooms.



What to do in case of co-tutelle agreement?

Please follow the defense conditions written in the agreement. If they are not respected, the institution could cancel the co-tutelle agreement.

Which official document will the doctor receive after the thesis defense?

When all the documents required are sent to the PhD Department, and the definitive deposit done, the doctor will receive the **PhD Degree Certificate**, then the **diploma**.

The documents will be definitive and cannot be modificated. Check that everything is correct before the defense.

The diploma will only be given if the procedure is completed. The PhD will need to pick it up in person at the PhD Department, with an ID document (or a power of attorney).

PARTICULAR CASE:

VIDEOCONFERENCING

- The PhD student should check the videoconference option on ADUM when he or she declares the members of the jury, for each member participating online.
- We will need an online defense request form to be filled out and signed by the PhD student, the Doctoral School and the institution.
- The members of the jury attending on line will receive a power of attorney by email with their invitation. They will need to complete, sign and send back the power of attorney to the thesis supervisor who will give it to the President of the jury on the day of the defense.
- In case of last-minute videoconferencing, please contact the PhD Department in order to send out the powers of attorney documents.
- A totally online defense is only possible in case of severe sanitary situation (lockdown, severe restrictions).



CONTACT Institut Curie PhD Department : scoldoc-curie@espci.fr