

**Agreement for the elaboration of a PhD thesis in international co-tutelle
regarding [student's full name]**

The **Universidade de Lisboa**, located in the Alameda da Universidade, 1649-004 Lisboa, represented in this act by its Vice-Rector, Prof. Doutor Eduardo Pereira, in the use of delegated competences according to item f) of nr. 1.5 of Despacho nr. 7980/2016, published in the *Diário da República*, 2nd series, nr. 115, of June 17th, in accordance with the Regime Jurídico of Degrees and Diplomas of Higher Education, published by the Decreto-Lei nr. 63/2016, of September 13th, and by the Regulamento de Estudos de Pós-Graduação da Universidade de Lisboa (henceforth assigned REPGUL), published in the *Diário da República*, 2nd series, nr. 57, of March 23rd, by the Despacho nr. 2950/2015, as well as by the Regulamento de Elaboração de Tese de Doutoramento em Regime de Cotutela Internacional da ULisboa, published in the *Diário da República*, 2nd series, nr. 45, of March 5th, by the Despacho nr. 2305/2015;

through the

[Faculty/Institute], located in the [address], represented in this act by its President, Prof. Doutor [nome], in accordance with the [specific regulation, if exists]

and the [name of the partner Institution], represented in this act by its Rector, [identification], located in [address], in accordance with the [Regulation in force],

through the

[Faculty/Institute/School], located in the [address], represented in this act by its President, [identification] [nome], in accordance with the [specific regulation, if exists]

DECLARE

to be their common interest to develop scientific cooperation, encouraging the mobility of PhD students. Based on this common interest, the parties celebrate this agreement for elaboration in co-tutelle and defence of a PhD thesis for effects of attribution of a Doutor/... (degree conferred by the partner institution) degree, under the joint responsibility of the partner institutions and according to the following norms:

Article 1

Scope

This agreement contains norms for the elaboration of a Doctoral thesis in co-tutelle with the title [título], by [student's full name], enrolled in the [School] da Universidade de Lisboa and who will enroll in the [School/Faculty] of the [name of the partner institution].

Article 2

Main Scientific Domain and Specialty

The Doutor degree is conferred in the scientific domain of [domain] and in the specialty of doctorate in [specialty, if applicable], of the [School] da Universidade de Lisboa, and the [degree of the partner institution] is conferred in [domain] and in the specialty of doctorate in [specialty, if applicable], of the [School/Faculty] of the [name of the partner institution].

Article 3

Supervision

The designated supervisors are Prof. Doutor [name], of the Faculdade/Instituto de [School] da Universidade de Lisboa, and Professor [name] of the [School/Faculty] of the [name of the partner institution], committing themselves to fully exercise their functions. The partner universities recognize, through the celebration of this agreement, the supervision carried out in the involved institutions.

Article 4

Duration and Periods of Permanence

1. This agreement is valid by a maximum period of [two to five] years, after which the PhD student should submit his/her doctoral thesis to a PhD examination.
2. The period of permanence for the elaboration of the PhD thesis in each one of the institutions should be distributed by alternating periods, as indicated below:
 - 2.1. academic year at the _____ [School] of the University of
 - 2.2. academic year at the _____ [School] of the University of
 - 2.3. (repeat if necessary).

The periods referred in the previous number should have duration between one semester and one academic year and should preferably be distributed equitably in each institution. The student must study at the ULisboa for at least 30% of the whole time, enrolling at least in one academic year, with at least nine months of effective presence.

Article 5

Registration and Tuition Fees

1. The PhD student must be enrolled in each of the partner School / Universities, in the PhD and/or in the doctoral program referring to the scientific domain and specialty indicated in Article 2.

2. The PhD student must pay the tuition fees according to the norms in force in each country and institution, and according to the distribution of time mentioned in the previous article.

Article 6

PhD Thesis

1. The PhD thesis presented in co-supervision should be written in [language], and should be accompanied by a summary in Portuguese and in [language].
2. When the thesis is presented in English *[or in any language other than Portuguese]*, it must, obligatorily, be accompanied by a summary in Portuguese of, at least, 1200 words.
3. The cover of the PhD thesis should include the names of the Universidade de Lisboa, of the [School], of the [name of the partner institution] and of the [School/Faculty], the title of the thesis, the name of the candidate, the scientific domain and the specialty and the year of conclusion of the thesis.
4. The first sheet and the following pages must respect the Regulamento de Estudos de Pós-Graduação da Universidade de Lisboa and the [specific regulation, if exists].

Article 7

Nomination and Constitution of the Jury

1. The jury is nominated by mutual agreement. The [School in which the examination will be held] must previously contact the [partner School or University] to confirm their acceptance of the proposed jury.
2. The jury should represent each partner institution equitably, respecting the legislation and regulation in force in both countries and Universities, as well as in this article.
3. Exceptionally, if it is not possible to respect the jury composition enforced by the legislation and regulation in both countries and Universities, those in force in the University in which the examination takes place shall be respected, but not without giving notice or having the agreement of the partner University.
4. The procedures regarding the nomination of the members of the jury, as well as those regarding the examination should be those in force in the [School or University in which the examination will be held]. The nomination of the jury must be communicated to the [partner University].

Article 8

Place of PhD Examination

1. A single oral examination of the thesis will be required, to be held at the [University in which the viva will be held], being recognized by the partner institutions.
2. The public act of the PhD examination is performed in [Portuguese or other EU language, which is understood by the student and all the members of the jury] language.

3. The travel expenses for the public act of the PhD examination are the responsibility of ... / The supervisors from Universidade de Lisboa are in charge of finding the required funds to cover the expenditures of foreign teachers who are part of the examination board.
4. When the grading scales in use in the partner Universities are different, the jury must give a grade in each scale. Both grades must be mentioned in the report or minute of the examination.

Article 9

Degree and Diploma

1. After the examination, the [University in which the viva will be held] informs the [partner University] of the final result.
2. The Doutor/[degree of the partner institution] degree is granted separately and a different document should be issued by each institution. Both documents should indicate that the thesis was made in co-tutelle.
3. In what concerns the Universidade de Lisboa, a diploma is issued – in the form of a *certidão de registo* – and a *Carta Doutoral* may also be issued, if required.

Article 10

Publication, Exploitation and Protection of the Theme of the PhD Thesis

The publication, exploitation and protection of the theme of the PhD thesis and of the research results are assured by the two doctoral programs involved, according to the specific procedures of each university and of each country.

Article 11

Social Protection and Insurance

1. During the period of stay at the Universidade de Lisboa, the student must be insured by the general school insurance.
2. The student may subscribe for himself a personal insurance.
3. The partner Universities cannot be held responsible for any damage caused to the student or to a third party.

Article 12

Visa application, travel expenses and student housing

1. The student is in charge of the visa application, as well as of any other travel authorizations that might be necessary.
2. The student is also in charge of finding the funds to cover the expenditures of his/her housing and/or his/her travelling.

By the Universidade de Lisboa,

By the [partner University],

Lisboa, _____ (date)

_____, _____ (date)

Vice-Reitor of the Universidade de Lisboa,
by delegation

Rector of the [partner University]

(sig.)

(sig.)

Prof. Doutor Eduardo Pereira

[name]

Director/President of the [School] of the
Universidade de Lisboa, [name]

Director/President of the [School] of the [partner
University], [name]

(sig.)

(sig.)

(date)

(date)

Supervisor of the [School] of the Universidade de
Lisboa, [name],

Supervisor of the [School] of the [partner
University], [name],

(sig.)

(sig.)

(date)

(date)

The PhD student, [name]

(sig.)

(date)