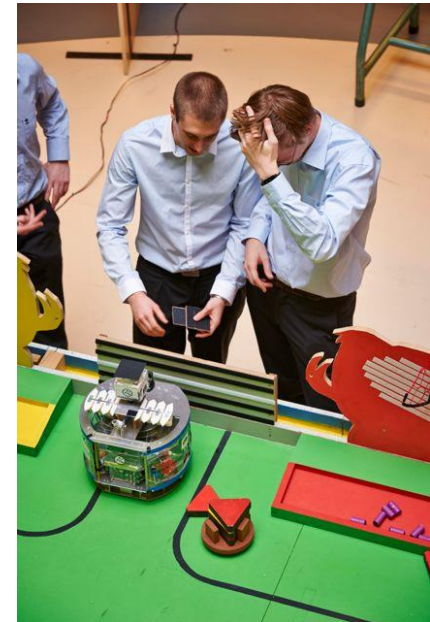


Louvain School of Engineering Doctoral Committee - CDD



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Doctoral Committee in Engineering Sciences

www.uclouvain.be/epl

Role of the Doctoral Committee



So, what do we do?

- Examine the **applications (and funding)** for Doctoral studies and take the decision
- Goal = to check that the rules are followed (**administrative** aspect) and that the **academic** results are adequate

Louvain School of Engineering (EPL)

- Research at EPL organized in 3 Institutes
 - Institute of Mechanics, Materials and Civil Engineering (IMMC)
 - Institute of Condensed Matter and Nanosciences (IMCN), joined with Faculty of Sciences
 - Institute for Information and Communication Technologies, Electronics and Applied Mathematics (ICTEAM)
- Figures
 - Approx. 300 PhD students
 - 45 PhD diploma per year (mean over 5 years)
 - 80 professors

Successive steps of the PhD

- The PhD student finds a supervisor (+funding)
 - Research fields covered by the institutes
 - One of the supervisors is a Faculty member
- (Provisional admission) or admission entered to the PhD program of a particular CDD

Do not forget to enrol as a UCL student every year!
- Mid-term evaluation step « Confirmation »
- Private defense (« pre-defense »)
- Final defense

Role of the Doctoral Committee

(pre-)admission

- Check for the 300 ECTS rule for PhD admission (exception for BSc degree in UK for ex.)
- Decision:
 - Admission approved
 - Necessity of further information, decision postponed
 - Decide for Doctoral formation (courses to follow)
- For admission: propose a **Supervisory Panel**, in agreement with his supervisor and a **thesis project**

Role of the Doctoral Committee

Mid-term evaluation step « Confirmation »

- **Meeting with the Supervisory Panel** to check that the research is on tracks
- Presentation of the results by the PhD candidate
- Final decisions:
 - OK
 - New presentation asked, with improvements and specific work asked
 - Fail

Advanced Doctoral training

- 60 credits of advanced “doctoral training”
 - 5 for confirmation
 - 15 for pre-defense and final presentation
 - 40 credits from which
 - **Advanced courses** (doctoral schools), scientific congress, workshops, conferences, summer schools, etc.
 - **Scientific Communication** skills: course, presentation of papers, writing papers, etc.
 - **Teaching** support, up to a max of 6 credit

Role of the Doctoral Committee

Designation of the jury

- The Supervisory Panel decides that the work is finished and proposes a Jury
- The **Jury proposal**, signed by the Head of the Institute who designates the chair, has to be accepted by the Doctoral Committee (CDD) and then sent to the Rector for approval

Various steps of the PhD

Private defense (« pre-defense »)

- The candidate **sends the text** of the thesis to the jury **1 month before** the private defense
- The candidate **presents the original results** and the **jury asks questions** and clarifications
- The jury members fill in an evaluation form before the meeting
- Decision:
 - Succeed without (substantial) changes
 - Succeed with changes
 - The candidate has to pass the examination again

Various steps of the PhD

Final defense (défense publique)

- The final text is prepared and sent to the members of the jury
- The **final presentation is public**
- The jury prepares a report on the thesis. This document is public and is given to the candidate.

Co-diplomation

- Supervisors are members of two different universities
- If possible one single diploma, otherwise two diploma mentioning each the existence of a co-diplomation
- Co-diplomation in the frame of Erasmus Dual degrees (UCL-KTH)

Thank you for your attention