

PROCEDURE RELATING TO THE THESIS DEFENSE

Order of August 26, 2022 amending the order of May 25, 2016, setting the national framework for training and the modalities leading to the awarding of the national doctoral degree

(procedure validated by the Doctoral College Council – University of Strasbourg meeting on October 26, 2022).

2 months before the defense date or according to the calendar set up by the doctoral school

↵ The Thesis Director

- Sends to the Doctoral College the proposal for reviewers and jury members using the appropriate forms.

Composition of the jury: 4 to 8 members.

- At least half of the jury must be composed of professors or equivalent.
- Half of the jury must consist of external personalities not affiliated with the candidate's research unit, the Doctoral College, or any institution of the University of Strasbourg.
- The jury must have a balanced representation of men and women.
- Any guests (very limited in number) do not officially form part of the jury.

↵ The candidate

- Submits to the Doctoral College an electronic copy of their thesis summary in French (3 to 4 typed pages). At the end of the summary, the candidate lists all their published or pending works (including patents) and any communications resulting from their work (with the names of all authors). If there are no publications/patents or communications, they must state "no publication/patent" and/or "no communication."

6 weeks, at the latest, before the defense date

↵ The candidate

- Sends a copy of the thesis to each reviewer and each jury member after validation by the Doctoral School director and the University president.

3 weeks before the defense date

↵ The candidate

- Submits an electronic copy of the thesis to the Doctoral College.
- Notifies the Doctoral College of the provisional date, time, and location of the defense in agreement with their thesis director.

At least 14 days before the defense

↵ The reviewers

- Send their report, accompanied by the transmitted form, to the Doctoral College. The authorization for defense is given by the University president based on the opinion of the Doctoral School director and the favorable reports from the reviewers.

Defense

↪ **The president of the jury** is appointed by the jury members. The president must be a professor or equivalent and cannot be the thesis director. An emeritus professor cannot preside over a thesis jury.

↪ A defense can include videoconferencing tools. In such cases, the jury members may participate remotely, according to the procedure established at the institution. There are two types of defense dematerialization:

- Partial: At least the candidate, the thesis director(s), and the jury president must be physically present.
- Total: All jury members participate via videoconference.

In the case of a defense involving videoconferencing, the jury president must be appointed before the defense date. This type of defense must be requested and justified to the University president as soon as possible according to the procedure established at the institution.

↪ After the candidate's presentation, the jury president distributes the floor according to practices in the discipline.

↪ **Deliberation** (discussion, decision, report, signatures)

All jury members (including the thesis director(s)) participate in the discussion phase. However, invited members, who are not officially part of the jury, do not participate in the deliberation and do not sign the defense record. The thesis director(s) do not participate in the decision phase (evaluation of levels, final decision to award the doctorate). However, they do sign the defense report.

After the Defense

↪ Upon successful defense, the doctor is encouraged to take an individual oath. The text is provided by the Doctoral College.

↪ *The Jury President*

- Submits the defense report to the Doctoral College – University of Strasbourg no later than one month after the defense.

↪ *The candidate*

- Submits the summaries in French and English, the thesis with corrections if necessary, the completed and signed electronic thesis publishing contract, and the thesis registration form on the Ecrin platform (via ERNEST under the "My file" tab) within one month if no corrections are required for the manuscript or within three months if corrections are necessary. The validation of the corrections must be certified by the jury president or the thesis director.

↪ *The Doctoral College – University of Strasbourg:*

- Issues a diploma certificate (upon request) if the final copy, considering the jury's opinion, has been submitted via ERNEST.