

## **Agreement governing Joint Degrees and Cotutelles of Doctoral Candidates between partner institutions and University of Bergen, Norway (UiB)**

### **PREAMBLE**

This agreement sets out on the basis of existing common scientific cooperation between the University of Bergen and other institutions.

The agreement is in accordance with the Norwegian Act Relating to Universities and University Colleges of April 1 2005 and the Regulations for the Philosophiae Doctor (PhD) degree at the University of Bergen, of June 20, 2013.

[Add here the equivalent formulation from the partner institution]

All parties commit themselves to act in conformity with the institutions' regulations and codes of practice covering doctoral awards and to seek the resolution by mutual consent of any difficulties that might arise in the interpretation of those regulations.

### **Integrated joint PhD degree**

An integrated joint PhD degree is a study programme for which the collaborating partners are jointly responsible for the research, learning outcome, management of the study programme, quality assurance and evaluation of the education. The education is organized by a board with faculty members from the collaborating partners. The partner institutions work out the content and curriculum jointly and cooperate on admission, progress and examinations.

The principle of the joint degree is to admit the candidates to a joint PhD-education at the collaborating universities and to fulfil the requirements of these universities, while making only one final examination, producing only one dissertation/thesis and earning one qualification. The Joint PhD-agreement must ensure that candidates accepted are not given a double workload.

An integrated joint PhD education may lead to the award of a double or a joint PhD degree. The name of the doctoral degree shall be Doctor of Philosophy/Philosophiae Doctor (PhD).

### **Article 1) Definitions**

**Joint degree:** A single diploma issued by at least two higher education institutions offering an integrated joint PhD-education and recognized officially in the countries where the degree-awarding institutions are located.

**Double or multiple degree:** Two or more diplomas issued by two or more higher education institutions on the basis of an integrated joint PhD-education and recognized officially in the countries where the degree-awarding institutions are located.<sup>1</sup>

### **ARTICLE 2) BOARD**

The joint PhD education will be administered by a board. Each university shall appoint **XX** members to the board consisting of members from the involved faculties of the universities. The board shall cooperate on the coordination and on the development of the scientific content of the joint degree. Decision-making pertaining to all other remaining issues embedded in this agreement rests with the

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<sup>1</sup> These definitions are based on the Erasmus Mundus definitions, which are developed by the European Commission on the basis of the Recommendation on the Recognition of Joint Degrees (Council of Europe/UNESCO: 2004)

authoritative and competent bodies at the institutions. The board shall not deliberate and decide unless both institutions and half of the members are present. Decisions shall be taken by simple majority. A coordinator must be identified for each joint PhD agreement.

## ARTICLE 3) ADMISSION AND REGISTRATION

### a) Eligibility

Candidates must fulfil the criteria for admission to the Joint PhD education, registration, training and examination at both universities and should undertake joint research projects with supervisors from both universities.

### b) Admission and registration

If accepted the candidate will first register at universities involved in the agreement and then at the partner university. On the application forms for partner institutions and UiB respectively, the candidate must specify that he/she wishes to register for the joint doctoral education according to this agreement. The application must be recommended by potential supervisors at the universities.

If a PhD candidate wishes to register for the joint PhD education according to this agreement after first having been registered only at one university, this must be done no later than one year after the candidate has been admitted to the university where s/he was first enrolled.

## ARTICLE 4) DURATION OF STUDIES

Duration of the joint PhD education is 3 years full time or up to 6 years part time. UiB is committed to the Norwegian University Act regulates duration of PhD study programmes to 3 years. (Cf. *Regulations for the Philosophiae Doctor (PhD) at the University of Bergen*, section 5.4.<sup>2</sup>)

## ARTICLE 5) SUPERVISION

There shall be at least one supervisor at each university, one of whom should be the main supervisor. Adjunct supervisors from either university or any other university may be appointed as required.

*Cf. Regulations for the Philosophiae Doctor (PhD) at the University of Bergen*, section 6.<sup>3</sup>

## ARTICLE 6) TRAINING COMPONENT

The institutions must agree upon how the candidate shall undertake the training component. At UiB it consists of 30 ECTS credits, equivalent to one semester's workload and shall be relevant for the research conducted by the candidate. The training component must include research ethics.<sup>4</sup> Cf *Regulations for the Philosophiae Doctor (PhD) at the University of Bergen*, section 7.<sup>5</sup>

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<sup>2</sup> If needed, add equivalent reference to the PhD regulations at the partner institution

<sup>3</sup> If needed, add equivalent reference to the PhD regulations at the partner institution

<sup>4</sup> The UiB uses the ECTS system for student workload and grading ([http://ec.europa.eu/education/programmes/socrates/ects/index\\_en.html](http://ec.europa.eu/education/programmes/socrates/ects/index_en.html)). At the PhD level the ECTS is applied to the taught part only. The normal semester course load for the specific joint programme is described in the programme outline.

<sup>5</sup> If needed, add equivalent reference to the PhD regulations at the partner institution

There shall be joint recognition of courses included in the study programme given at the universities involved. Care should be taken to avoid overlap between courses. This is mainly the supervisors' responsibility. Documentation of course work must be done through approved transcripts in English from either university.

## **ARTICLE 7) FORMAT OF THESIS**

The format of the thesis and the mode of submission must be agreed upon by the two universities. Cf. *Regulations for the Philosophiae Doctor (PhD) at the University of Bergen*, section 10.<sup>6</sup>

## **ARTICLE 8) PROGRESS AND REPORTING**

The institutions must agree upon how the candidate shall report on progression. As for the University of Bergen, the annual progress report and the midway-evaluation should be taken into account.

Cf. *Regulations for the Philosophiae Doctor (PhD) at the University of Bergen*, section 9.<sup>7</sup>

## **ARTICLE 9) SUBMISSION AND ASSESSMENT OF DISSERTATION/THESIS**

### **Basis for assessment:**

The PhD candidate must satisfy:

- a) Approved academic training component
- b) Approved written dissertation/thesis
- c) An approved trial lecture on an assigned topic
- d) Approved public defence

The candidate shall only present herself/himself to the assessment of the dissertation/thesis at one of the universities, following local procedures if not specified otherwise in the joint PhD agreement. A joint assessment committee must be appointed by the regular appointing bodies of the two universities and must have members from both universities, as well as external members. The candidate's supervisors cannot serve on the assessment committee.

### **Resubmission**

A thesis which is not approved for public defence may be submitted in a revised form. The institutions must agree upon the timeframe for resubmission. A new assessment can only be made once.

In the event of resubmission, the PhD candidate must clearly state that the work has been assessed previously and not found worthy of a public defence.

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<sup>6</sup> If needed, add equivalent reference to the PhD regulations at the partner institution

<sup>7</sup> If needed, add equivalent reference to the PhD regulations at the partner institution

## **Article 10) Diploma, transcript and diploma supplement**

The documents issued for the *joint degree* shall normally be in English. Only one diploma will be issued presenting both university logos. It shall contain the title of the degree in English, the candidate's name and sex, date of award, signatures of the two authorities and embossed university seals. The design of the diploma and the front page of dissertation/thesis shall reflect the joint nature of the degree.

The diploma for a *multiple degree* shall be in English. Two or more diplomas may be issued following local procedures, if not specified otherwise by the joint PhD agreement. The diploma shall reflect the joint nature of the degree.

A transcript and/or a diploma supplement must accompany the diploma. The transcript/diploma supplement will be issued for each institution for joint degrees and for multiple degrees. The transcript/diploma supplement must clearly describe all parts of the degree, and it must clearly indicate the institutions and/or study programmes at which the different parts of the degree have been earned.

A PhD doctorate shall be presented at graduation ceremonies of both universities and announced as a joint award. The PhD candidate may decide which graduation ceremony to attend in order to receive the diploma and may attend both convocations.

## **ARTICLE 11) USE OF INTELLECTUAL PROPERTY**

Issues related to IPR and the regulations of rights, when relevant, must be formalized in a separate agreement. Cf. *Regulations for the Philosophiae Doctor (PhD) at the University of Bergen*, section 10,5.<sup>8</sup>

## **ARTICLE 12) OPEN ACCESS**

Published research results will normally be made available through free electronically available databases. At the University of Bergen open access to the dissertation will be made available through Bergen Open Research Archive - BORA).<sup>9</sup>

## **ARTICLE 13) MOBILITY**

PhD candidates under the joint degree cooperation should stay at either university for a substantial part of their studies to be specified by the individual agreement.

## **ARTICLE 14) FINANCIAL MATTERS**

### **a) Funding**

Candidates must have secured funding prior to registration and for the entire duration of the education.

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<sup>8</sup> If needed, add equivalent reference to the PhD regulations at the partner institution

<sup>9</sup> Recommendations on Open Access adopted by EUA council 26 March 2008.

## **b) Fees**

PhD candidates will not pay tuition fees while staying at UiB. UiB cannot charge tuition fees independently or on behalf of partner institutions.

## **ARTICLE 15) COMMITMENT**

This joint PhD agreement must ensure participation from partner institution and UiB throughout the whole process from admission to the completion of the degree.

## **ARTICLE 16) JOINT PHD STUDY PROGRAMME OUTLINE**

Agreements and/or study programme outlines for joint PhD degrees must be made as an appendix to this agreement.

## **ARTICLE 17) CONTINUATION, WITHDRAWAL AND TERMINATION OF CANDIDATURE**

The prevailing conditions for continuation, withdrawal and termination of candidatures of the candidate's home university will apply.

In case a candidate wishes to leave the joint PhD programme in order to pursue a degree at one of the universities, this will be allowed following approval by both institutions. The decision must take into consideration what should happen to the work done under the joint PhD programme.

## **ARTICLE 18) Applicable Law and Settlement of Disputes**

Should a dispute arise, the parties shall endeavor to settle their disputes amicably. Any dispute, controversy or claim arising out of or relating to this Agreement shall be settled by negotiation between the boards of postgraduate studies of the two universities. In the event, and to the extent, that the boards have not resolved the dispute within two months of the commencement of the negotiation the dispute shall be referred to the rectors of the universities for mediation.

## **ARTICLE 19) EFFECTIVE DATE AND TERMINATION**

This Agreement is valid for a period of five years and it is automatically extended by five years unless terminated by either university with a notice period of one year. If terminated, it will not affect the registered PhD candidates until the degree is awarded according to the regulations.

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**UNIVERSITY OF BERGEN**  
**RECTOR**

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**XX UNIV**  
**RECTOR**