

AGREEMENT FOR CO-SUPERVISION
OF A DOCTORAL THESIS

BETWEEN

POLYTECHNIQUE MONTRÉAL

AND

(Institution)

Student

Last and first names : _____

Polytechnique Montréal, located on _____ Campus of the Université de Montréal,
2900, boul. Edouard-Montpetit,
Montreal, Quebec Canada
H3T 1J4

represented by its Director of Graduate Studies, Delphine Périé-Curnier, Ph.D.,

and

(Institution)

located at _____

(Address)

(Country)

represented by _____

wishing to develop scientific cooperation between researchers and their host institutions and to promote the mobility or international training of doctoral students, agree to the regulations detailed below with regards to the procedure that will govern the co-supervision of a doctoral thesis.

ARTICLE 1 – OBJECTIVES OF THE AGREEMENT

Polytechnique Montréal (EPM)

and

(Institution)

hereafter known as « the Institutions » agree, with regard to their own regulations, to undertake the co-supervision of a doctoral thesis to be prepared by :

Last name and first name : _____

Academic program : _____

Thesis or dissertation subject : _____

as part of a scientific collaboration with :

Professor : _____ of EPM and

Professor : _____ of _____

ARTICLE 2 – ADMINISTRATIVE TERMS

To reach the objectives outlined in Article 1, both Institutions shall agree on the necessary administrative measures for admission, enrolment, supervision and tuition fees payment or exemption throughout the entire duration of the co-supervision period.

The candidate preparing a co-supervision doctorate will register on both Institutions for the duration of his/her studies. However, he/she will pay tuition fees only at the Institution where he/she is actually doing research and/or courses.

The Co-Supervision Agreement must specify any funding or financial assistance to be granted to the doctoral student, as well as the source of said funding or assistance.

These terms are provided in details in information sheet ES-AD.07BF (available in French only).

ARTICLE 3 – EDUCATIONAL TERMS

To reach the objectives outlined in Article 1, the Institutions shall jointly establish the specific educational conditions concerning the student's study plan, as well as his/her thesis preparation and defence. These conditions shall be in accordance with the degree requirements of both Institutions (including the completion of a comprehensive examination within the first 16 months of doctoral studies, as per EPM graduate study regulations).

In particular, the Institutions shall jointly :

- appoint a thesis supervisor from each Institution. The thesis supervisors shall undertake to mutually and fully supervise the thesis and act respectively as the candidate's research director (the curriculum vitae of each supervisor are provided in an appendix);
- determine the study plan to be followed (the Co-Supervision Agreement must specify the student's periods spent in each Institution, as well as the academic activities that he/she is expected to carry out during the course of his/her stay : courses, internships, research activities, etc.);
- determine the time and location of the comprehensive examination;
- establish the conditions for the appointment of the thesis defence jury, which will consist of at least three members, in addition to the two thesis supervisors, who will be jointly considered as one member. One jury member shall be an external examiner, independent of the Institutions taking part in the Co-Supervision Agreement; the other two members (one of whom is to be appointed jury chairperson) shall each be a member of one of the partner Institutions. The jury chairperson must be a member of the Institution where the defence takes place;
- set the time and location of the thesis defence; the country where the thesis defence is to be held, the language in which the thesis is to be written and defended, and that in which the thesis summary will be presented;
- determine the degrees awarded and their wording. Each Institution is responsible for awarding doctoral degrees; however, in the case of a jointly awarded doctorate, the name of the partner Institution as well as the precise wording of the degree awarded by this Institution must appear on both diplomas. The final version of the wording to appear on both diplomas must be discussed by both parties at some appropriate time.

Details of certain pedagogical conditions are provided in information sheet ES-AD.07BF (available in French only).

ARTICLE 4 – EXCHANGE OF INFORMATION

The two Institutions, through the two research directors involved, will arrange to mutually supply any required documentation concerning the regulations in each country and/or Institution regarding programs of study and the deposition, registration and reproduction of dissertations and theses, as well as any policies or requirements concerning intellectual property or probity.

ARTICLE 5 – VALIDITY AND EFFECTIVE DATE

The present Co-supervision Agreement takes effect at the date of the signature by representatives of each partner Institution, and shall be considered valid until the end of the academic year in which the thesis or dissertation is defended.

In the event that the student delivers written notice of his/her withdrawal from the program, or in the event that the two co-directors shall jointly agree that the student will no longer be authorized to continue with the preparation of a thesis or dissertation, the two Institutions shall, without delay, take steps to terminate the present Co-Supervision Agreement.

ARTICLE 6 - SIGNATURES

Two original copies of this Co-Supervision Agreement are required.

Signed in : Montréal on _____

for Polytechnique Montréal

Delphine Périé-Curnier, Ph.D.
Director of Graduate Studies

..., professor (with EPM)
Thesis co-supervisor

(Name and first name)
Program Coordinator (CPES), Graduate Studies (EPM)

Signed in : _____ on _____
(City)

for _____
(Institution)

(Name and first name)
Dean ...

..., professor (of ...)
Thesis co-supervisor