**Guidelines for double/multiple and joint doctorate agreements UT.**

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**Introduction:**

The UT encourages international collaborations. This may lead to dissertations that are based on research that was performed and supervised at multiple locations. The current UT policy is to discourage double PhD’s, because it leads to “diploma-inflation” (2 degrees for the same work). However, in practice double degrees are more frequently proposed because joint PhD’s degrees (sometimes termed ‘double-badged’) are perceived to be too difficult to achieve because the respective doctoral regulations need to be satisfied both.

Most current agreements are for double PhD, however many of them have a very low turnout. The most frequent ones are EUDIME (multiple) and RMIT, Melbourne (joint).

Joint and double PhD agreements are not intended for individual PhD’s. A proposal has to be convincing concerning the number of PhD’s that is foreseen to graduate through the agreement. Also the counterpart has to be of sufficient standing and have affinity with UT.

**Criteria to formulate new joint and double PhD agreements (MoA) and individual supervision agreements (cotutelles):**

* Is the proposed partner university of strategic importance for the UT? This can be substantiated by international rankings, similarity to mission of UT, etc.
* Does the UT have an (umbrella) agreement with this partner signed by the rector magnificus, and does this agreement mention the option to pursue double/joint doctorates? (e.g. MoU/MoA on UT level).
* Does this agreement also stipulate the boundary conditions for joint or double doctorates? (e.g. regulations, examination procedure, diploma certificate). Those items not dealt with in the umbrella agreement should be mentioned in the individual supervision agreement (see below).
* How many candidates are registered or foreseen for the duration of the agreement? At the start of the agreement sufficient potential for candidates to enrol has to be identified. The minimum enrollment is 1 PhD per year for the duration of the agreement (typically 5 years). Please note that a joint/double/multiple doctorate agreement will not be made for a single PhD candidate.
* There should be a balanced division of the academic responsibility for the research and supervision, therefore the periods spent at either location should be equal, roughly 50/50 (or 1/3 in case of multiple).
* Adequate support for the development of the umbrella agreement and format for individual agreement (including sample degree certificate) should be available from the faculty/faculties involved. Draft agreements should be routed through the registry of the Doctorate Board (griffie College voor Promoties – H. Klaczinsky) and can be presented to the Doctorate Board for decision after advise from the legal advisor of the Board (E. van der Zandt) and the Director of TGS (P. van Dijk).

**Criteria to enter a specific PhD candidate into an existing joint/double/multiple PhD agreement.**

In case all above points are addressed and answered positively, an individual supervision agreement (also named ‘cotutelle’ or ‘annex’) can be drawn up according to the model for the specific type (joint, double or multiple) specified in the umbrella agreement. This individual agreement must be filled out for each new PhD candidate, and has to be signed by the rector magnificus. A format is available for joint respectively double doctorates that can be used to work on with the partner(s) involved. This can be divided in general issues (that can be laid down in an umbrella agreement) and personal data for a specific PhD that can be covered in the annexes.

* The UT doctoral regulations and the PhD Charter apply. Any exemption/deviation should be covered in the agreement(s). Specifically, the composition of the graduation committee should fit within the (minimum) limits described by UT doctoral regulations, and a Dutch summary should be present in the thesis.
* The supervision agreement, amongst others, must contain the following information: name of candidate, title of research (may include brief outline), names of senior supervisors at both partners who take academic responsibility for the PhD programme, and their scientific field. Minimum time spent at both institutions (in principle 50/50), and planned dates. Registration at both partners for the entire duration of the PhD project. Agreement about supervision arrangements (also from distance), milestones (e.g. Qualifier exam, annual reviews) and doctoral education. Conditions for discontinuation of the agreement.
* Agreement about IP, language, registration fees, travel- and living expenses, insurance (health, liability), etc. In case some details are already covered in the umbrella agreement reference can be made. Several drafts arfe available, the extent to which details are arranged depends on the expectation of the project. Advise can be asked from the NovelT legal advisor (P. van Roosmalen).
* The choice between a joint or double doctorate depends on the (legal) possibilities, and often on the home country of the partner(s). A joint doctorate has preference (1 defence, 1 diploma), but is not always easy to realise because the legal framework and regulations at both sides have to be fully satisfied. Alternatively, parties can recognise (parts of) the regulations of the other partner in order to issue a degree under their jurisdiction. This is the case, for example, when the defence takes place in one location, and the other partner recognises the outcome of the PhD examination committee (and the joint degree certificate issued at that occasion).
* A joint doctorate has 1 defence and 1 diploma certificate (‘bul’). Both partner universities are named on the diploma certificate and have their logo’s on it, besides signatures as stipulated in the agreement(s). Both partner universities are mentioned on the Title page of the PhD thesis.
* A double doctorate has 2 defences and 2 diploma certificates. Both diploma certificates (and supplement if present) mention the partner university of the double doctorate, and the partner is also mentioned on the reverse side of the Title page of the PhD thesis.
* The same applies for multiple doctorates, but in this case with (max.) 3 partners. The default time at each partner is in that case 1/3 at each partner.
* The UT has reservations to enter into new double degree agreements.
* Hybrid forms (between double and joint doctorate) exist, like two defences and one diploma certificate, and vice versa, but these are not discussed here.
* Preferably the first (public) defence is at UT, but other arrangements are possible (for example alternating). In case the first defence is at UT the graduation it will be counted for OCW funding.
* For every starting PhD candidate in a joint/double/multiple doctorate agreement, a supervision agreement (cotutelle, annex) needs to be drawn up at the start of the project. This supervision agreement needs to be signed by the rector magnificus and counterpart(s), both supervisors and the candidate, and this must be finalized at the Qualifier exam (i.e. within the first year of the PhD project). See above for topics to be addressed.
* For every PhD supervision agreement (with or without double/joint degree) with other partners the academic responsibility must be appropriately distributed between the parties involved. Supervisors must be able to substantiate their contribution, including that of their research group, on behalf of UT.
* All UT PhD candidates starting from 1-1-2014, including all joint/double/multiple doctorate candidates, also in case they do not graduate at the UT campus, are obliged to be registered in ProDoc and have to comply with the PhD Charter and Doctoral Regulations. A UT PhD candidate is defined as a PhD candidate receiving a regular UT PhD certificate (possibly with partners mentioned on it), or a certificate of another partner where the UT is mentioned on the certificate.
* Like all PhD candidates, also participants in joint/double/multiple doctorate agreements have to register their graduation at the Doctorate Board of the UT about 6 months before the defence. This holds also for those candidates that will have their defence ceremony elsewhere and/or will receive a diploma certificate from another partner with the UT mentioned on that certificate. A degree certificate issued by a partner with the name and/or logo of UT on it that is not registered beforehand in time (with the usual time frame and documents) at the UT Doctorate Board amounts to fraud.