



Deposition of the doctoral thesis at the Department (1st phase)

Chemical Physical and Inorganic Department

Hand it in the department before the 25th of each month in order to be delivered on time to the post-graduate or doctorate school (between the 1st and the 10th each month)

- Before depositing their thesis, students must check that they **have paid all the fees of the tutorial thesis** and that they have their DEA certificate (RD 778/1998) (if applicable).

http://www.urv.cat/estudis/doctorat/en_llibre_estil.html

STYLEBOOK

- Copy of NIE- DNI
- Verify if the Thesis registration have to be modified (students that have their doctoral thesis registered and before the defence want to modify the director and / or the title). If you have to modify the registry you should complete the following document:
https://redotri2.urv.cat/tesi-doctoral/documents/ins_tesi_doct.htm
- Application for a doctoral oral examination
- Authorization from the supervisor or co-supervisors of the thesis
- Model of authorization of the responsible organ coordinator of the doctorate POP
- A copy of the thesis in paper and in PDF (if the copy has only been provisionally bound, then it must be substituted for a copy which has been fully bound and covered before the oral examination).
- File TDX <https://redotri2.urv.cat/cgi-bin/tesi-doctoral/alumnes/tdx.cgi>
- Data connection of the members of the thesis examining board (very important to fill in all the fields)
- 3 UNESCO codes for the Teseo data base. (Attached document with the code relation. You should indicate 2 or 3 codes related to the thesis)
- A little summary in the same Language the thesis has been written with.
- If the thesis has been drafted in another language, a four-page summary must be provided in Catalan or Spanish.

- Document of the doctoral student's activities:
 - Number of publications directly related with the thesis, if they are from the first quartile and you are the first author from. (Scientific - bibliography data)
 - List of others publications
 - Detail congresses attendance and conferences
 - Research stays in others centres
 - Training courses
- Relation members of the examining board (They have to be from the E.U)

DOCTOR EUROPEUS:

- Should the student wish to be awarded the distinction of "Doctor Europeus" they need to attach a proof of living for more than three months outside Spain in a center of investigation or studying higher education in a country member of the E.U. if those studies have been recognized by the University
 - Application for an european distinction of doctor europeus
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EXAMINING BOARD:

- At least two must be external members of the URV or from a contributing Institution of the program.
- They must have the doctor grade, accredited investigator experience and have the condition of active investigator or prove the results of investigation activity recognized by the scientific community.
- The director or co-directors cannot be part of the examining board that judge the thesis.

EUROPEAN MENTION EXAMINING BOARD:

- At least an expert member of any higher education institution or investigation Centre of a country from the EU other than Spain, who is a doctor and not the responsible of the stay and external referees, has to be part of the examining board to evaluate the thesis.

NOTE: In order to establish a date for the Reading of the thesis it has to be taken into account the following deadlines:

- Before the 25th of every month, some days before the meeting of the POP commission, the handling in the department secretary has to be made.
- From the 1st to the 10th of the following month it has to be handled in the Doctorate school.
- Approximately, the 25th, once it has been handled in the school, the Doctorate and Post grade commission meets.
- After this meeting, between 7 and 60 days, a date for the defence can be chosen.