



Guidelines for the collaboration agreement on a double PhD degree

Hosted by a foreign partner institution

Due to the Ministerial Order on PhD education (Bek. nr. 1039, 27/08 2013), Danish universities have the option of awarding a double degree to PhD students enrolled at a foreign university if the PhD student has completed a period of study at the Danish institution as part of a mutually obliging collaboration agreement on PhD training, including assessment, defense, awarding of degree etcetera, and if the institution assesses that the PhD student has acquired qualifications comparable with the qualifications acquired under a Danish PhD programme. The following conditions must be met:

Basic conditions:

- 1) The candidate must have obtained qualifications academically equivalent to a Danish Master's Degree.
- 2) The candidate must be (or accepted to be) enrolled at a foreign university and a collaboration agreement on the PhD education concerning the specific PhD programme must be made. Please use the form 'Collaboration agreement on a double PhD degree'
- 3) The academic level of the foreign PhD education must as a minimum correspond to that of the Danish PhD education
- 4) The agreement must be submitted no later than 6 months after the commencement of the PhD programme at the foreign host university
- 5) The candidate must be qualified for admission to a Danish PhD programme. The candidate must - based on academic credentials, i.e. academic diplomas and CV - be qualified to enter the PhD programme as described in the research proposal
- 6) The PhD programme is hosted at the collaborating university where the candidate is enrolled as a PhD student. The candidate must carry out a PhD programme as described in the PhD rules and regulations of the foreign host university

Enrolment at Faculty of Science as a double degree PhD student

- 7) The candidate will also be enrolled at Faculty of Science as a double degree PhD student
- 8) The Faculty of Science must provide a co-supervisor both on a regular basis and in particular during the study visit in Denmark. The co-supervisor must be qualified on at least the level of associate professor or senior researcher
- 9) The candidate must complete a study visit at Faculty of Science of a duration of at least 6 months
- 10) During the study visit at Faculty of Science, the candidate must be paid a monthly salary that enables the candidate to obtain a residence permit
- 11) In order to be awarded the double PhD degree from Faculty of Science the candidate must pass PhD courses of 15 to 30 ECTS (1/4 to 1/2 FTE) incl. Responsible Conduct of Research, and gain knowledge with teaching and/or knowledge dissemination

Conclusion of the double degree PhD programme:

The double degree programme can be concluded as the result of two defences – one at the host university in accordance with the rules and regulations of the host university and another defence at Faculty of Science in accordance with the rules and regulations of Faculty of Science - or as the result of one mutual public defence.

Faculty of Science recommends a mutual public defence. A mutual public defence must be arranged in accordance with the mandatory conditions for a mutual public defence as described below. If the conditions do not comply with the rules and regulations of the foreign host university with respect to the constitution of the assessment committee, it is possible to apply for an exemption at the Danish Ministry of Higher Education and Science. If an exemption is required, the department must write an argued statement that emphasises the importance of the double degree arrangement. The statement must also describe the usual composition of an assessment committee at the host university and stress the fact that the host university is not allowed to deviate from the standard composition.

If the condition regarding a public defence cannot be met by the host university two separate defences must be arranged for – one at the host university in accordance with the rules and regulations of the host university and another defence at Faculty of Science in accordance with the rules and regulations of Faculty of Science.

Mandatory conditions for a mutual public defence

- 12) One of the members of the assessment committee must be an associate professor or professor from Faculty of Science, who is qualified within the specific topic
- 13) The supervisors from the host university and the co-supervisor from Faculty of Science are not allowed to be member of the assessment committee
- 14) The PhD programme must be concluded by a public defence
- 15) The PhD school of Science must be informed of the composition of the assessment committee
- 16) An electronic version of the PhD thesis must be forwarded to the PhD school of Science
- 17) The co-supervisor from Faculty of Science must hand in a final report on the PhD study to the PhD school of Science

Award of the double PhD degree in the case of a mutual public defence

- 18) The PhD degree from Faculty of Science will be awarded by the Academic Council of the faculty on the basis of one (mutual) public PhD defence held at the collaborating university under the condition that the candidate has acquired qualifications comparable with those acquired under a Danish PhD programme.
- 19) The diploma from Faculty of Science will be issued immediately after the candidate has acquired the PhD degree from the host university.

The diploma

- 20) The diploma will include the following information:
 - Name and date of birth of the graduate
 - Time and place of the defence
 - Title of the thesis
 - Name of the academic area
 - Information about the host institution: University and department

- Name of the SCIENCE department

The diploma will be signed by the Dean at Science and the Rector at University of Copenhagen.

Financial conditions and Intellectual Property Rights (IPR)

21) The financial conditions must be described and they must include:

- Tuition fee, if any, to Faculty of Science (supervision, access to office and IT-facilities, course fees)
- travel and living costs of the candidate, if any (accommodation, salary)
- reimbursement, if any, of travel expenses for the Science co-supervisor during supervision visits and the collaborating university and for participation in the PhD defence.
- fee and reimbursement of travel expenses, if any, for Science faculty member for participation in the assessment committee and in the PhD defence

22) If relevant, an agreement on IPR must be signed prior to the entry into force of the collaboration agreement

23) If relevant, a NDA/CDA agreement must be signed prior to the entry into force of the collaboration agreement

The PhD programme, including articles and manuscripts, must be in accordance with the Vancouver Agreement.

