



Guidelines for collaboration agreement on a double PhD degree

Host institution: Faculty of Science, UCPH

Due to the Ministerial Order on PhD education (Bek. no. 1039, 27/08 2013), PhD students enrolled at Danish host universities may be awarded a double PhD degree (a PhD degree also from a foreign institution) if the PhD student has completed a study stay at a foreign institution as part of a mutually obliging collaboration agreement on PhD training. 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 Faculty of Science, UCPH (SCIENCE), and a collaboration agreement on PhD education concerning the specific PhD programme must be made with the foreign partner institution. Please use the form Collaboration agreement on a double PhD degree.
- 3) The PhD programme is hosted at SCIENCE, 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 SCIENCE.
- 4) The principal supervisor who is employed at SCIENCE is overall responsible for the content and completion of the PhD study programme.
- 5) The agreement must be submitted no later than 6 month after the commencement of the PhD programme at SCIENCE.
- 6) The candidate must spend at least 6 months of study at the foreign partner institution and the content of the study stay must be an integrated part of the study curriculum.

Enrolment at the foreign partner institution as a double degree PhD student

- 7) The candidate must also be enrolled at a foreign partner institution as a double degree PhD student
- 8) The foreign partner institution must provide the candidate with a co-supervisor both on a regular basis and especially during the study visit abroad.
- 9) The candidate must complete a study visit at the foreign partner institution - duration at least 6 month.

The PhD study programme

- 10) The duration of the PhD programme is three years (3 FTE)
- 11) The main elements of the PhD study programme are
 - The research project
 - PhD course work corresponding to ½ year of full time equivalence (½ FTE)
 - Knowledge dissemination and teaching activities
 - Participation in other research environments
 - Writing the PhD thesis (normally based on articles)

Conclusion of the PhD programme:

- 12) The PHD thesis is evaluated by an assessment committee
- 13) The assessment committee must be constituted in accordance with the Danish ministerial order on PhD education
- 14) The assessment committee consists of three persons, and one of the members should be an associate professor or professor from the foreign partner institution, who is qualified within the specific topic.
- 15) The supervisors from SCIENCE and the foreign partner institution are not allowed to be members of the assessment committee.
- 16) SCIENCE must approve the composition of the assessment committee.
- 17) Before the defence can take place the assessment committee must provide a positive preliminary assessment of the PhD thesis.

The PhD defence

- 18) It is strongly recommended that the PhD degrees from both institutions are awarded on the basis of one (mutual) PhD defence.
- 19) The PhD defence is public and takes place at SCIENCE
- 20) Immediately after the defence the assessment committee states whether the PhD degree can be awarded or not

Award of the double PhD degree

- 21) The PhD degree from SCIENCE will be awarded by the Academic Council of SCIENCE on the basis of the recommendation from the assessment committee
- 22) The PhD diploma from SCIENCE will include the following information:
 - Name and date of birth of the graduate
 - Time and place of the defence
 - The title of the thesis
 - The name of the academic area
 - Information about the foreign institution: University and department
 - The name of the SCIENCE department
 - The name of the principal supervisor
 - Passed PhD courses
 - Participation in other research environments
 - The diploma will be signed by the Dean at SCIENCE and the Rector at University of Copenhagen.

Financial conditions and Intellectual Property Rights (IPR)

- 23) The financial conditions must be described, including
 - possible tuition fee to the foreign partner institution (supervision, access to office and IT-facilities, course fees)
 - travel and living costs of the candidate (accommodation, daily allowance)
 - possible reimbursement of travel expenses for the foreign co-supervisor during supervision visits and the collaborating university and for participating in the PhD defence.
 - possible fee and reimbursement of travel expenses for a foreign faculty member for participating in the assessment committee and in the PhD defence

24) If it is relevant an agreement on IPR must be signed prior to the commencement of the collaboration agreement

25) If it is relevant a NDA/CDA agreement must be signed prior to the commencement of the collaboration agreement

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