# MEMORANDUM OF UNDERSTANDING FOR DOUBLE DOCTORATE POLITECNICO DI MILANO

**AND**

**INSTITUT POLYTECHNIQUE DE PARIS**

**Preamble**

Having regard to Ministerial Decree no. 45 of 08.02.2013; Regulations on the Doctoral Research Program of the Politecnico di Milano

Having regard to

* French Code of Education, in particular its articles L. 612-7, L.613-1, D. 613-3 et D. 613-6
* French Code of Research, in particular its articles L. 412-1
* the Ministerial Order of May 25, 2016 concerning the doctoral training, in particular its article 21
* the decree n° 2019-549 of May 31, 2019 pertaining to the creation of the Institut Polytechnique de Paris
* the Ministerial Order of July 25, 2019 concerning the accreditation of the Institut Polytechnique de Paris for issuing national diplomas
* the doctoral charter and rules and procedures of the Doctoral School of Institut Polytechnique de Paris (ED IP Paris, ED 626)

**POLITECNICO DI MILANO**

Address: P.zza Leonardo da Vinci 32, 20133 Milano

Represented by the Rector, prof. Donatella Sciuto

Referred to hereinafter as “**POLIMI**”

and

**INSTITUT POLYTECHNIQUE DE PARIS**

Address: route de Saclay, 91120, Palaiseau, France,

represented by its President, Mr. Eric Labaye

Referred to hereinafter as “**IPPARIS**”

all the above hereinafter referred to as “the Parties” or individually as “the Party”

The Parties hereby agree to conclude this Memorandum of Understanding (hereinafter the “Agreement”) that aims at developing a system of academic exchanges that will allow doctoral candidates hired in the frame of the European project TRACES: *TRAining the next generation of iCE researcherS* (MSCA Doctoral Network – Grant Agreement 101072551) :

* to perform coordinate doctoral (Ph.D.) studies at both Institutions by spending similar periods at both sites,
* to write a dissertation jointly guided by scientists (supervisors) from both institutions, and
* to obtain the doctoral degree from each institution by discussing a dissertation that complies with the quality standards for doctoral studies at both institutions.

Moreover, the Parties hereby agree that additional, specific provisions may be agreed upon by the Parties in the specific joint supervision agreements to be signed by the Parties for each Ph.D. thesis (hereinafter the “Specific Agreement”). In the event of contradictions or discrepancies between the provisions of this Agreement and those of any Specific Agreement, the latter shall prevail.

This agreement is based on the general principles specified hereunder.

# Part 1 – General principles

1. **Admission**

The admission to each doctorate (hereinafter collectively the “Double Ph.D.” and individually the “Ph.D.”) is carried out by a selection of candidates, in accordance with the respective regulations of each Party.

# Language Requirements

The candidate must speak English fluently. The possibility of learning a local language can be given by the two Parties.

# Starting date

The starting date of the Double Ph.D. is the starting date of the Ph.D., which starts first.

# Duration of studies

The duration of the PhD will be three years after the starting date of the Double Ph.D. program unless extraordinary, exceptional and clearly motivated situations justify a reduction or extension. In particular, if the Double Ph.D. specified objectives are not reached, the duration could be extended beyond three years for up to an additional year and in accordance with the Parties’ regulations.

# Residency

The activities relevant to the Double PhD will be carried out at POLIMI and IPPARIS. The total duration will be evenly split between the two Parties and agreed upon by them and by the doctoral supervisors. Also, if the two Parties agree, it will be possible to spend some periods at other academic institutions, including in other countries. The location and planning of the activities will be set in a Specific Agreement. Under special circumstances, agreed by the two Parties, a minimum period of one year at each Party is admissible, possibly including visits to or residences at institutions other than the host institutions.

# Registration and fees

The candidate will be registered with both Parties and recognized as a PhD candidate by them. The candidate shall not pay enrollment fees to more than one Party at the same time. The distribution of enrollment fees will be set in a Specific Agreement. Matriculation fees can be waived by both Institutions in special circumstances, to be agreed for each candidate.

# Supervision of the candidate

Each Party will designate, for each candidate, a professor as supervisor of the Ph.D. studies and a tutor for the final dissertation. The supervisor will assist and advise the candidate during his or her studies and research. The two supervisors will coordinate their activity.

# Studying activities

The main activities that the candidate must carry on during the Double Ph.D. include taking advanced-level courses, doing research work, and elaborating and defending the doctoral thesis. The candidate may take courses and the associated exams with each of the Parties in accordance with the study curriculum agreed upon with the supervisors.

The candidate shall fulfill all requirements and regulations ruling each Party’s Ph.D. program, particularly concerning the course credit recognition, qualifying examination (if requested) etc. The doctoral thesis is expected to contain research material of relevance superior to that attainable by work performed within a single Ph.D. program.

# Intermediate evaluations

Each Party will evaluate the candidate's progression separately, e.g., annually or at different times, according to each Party’s regulations. The results of each evaluation will be communicated to the other Party.

# Final evaluation and doctoral degree

After completing the Double Ph.D. and satisfying all the associated requirements (in particular, the fulfillment of the coursework credits and the jury's positive evaluation of the thesis work), the candidate will be awarded the title of “Dottore di Ricerca” by POLIMI and the title of “Docteur de l’Institute Polytechnique de Paris” by IPPARIS.

# Final evaluation

The methods leading to the final evaluation of the thesis must comply with each Party’s applicable rules and regulations, as they may be amended by them from time to time. Nonetheless, the following will apply to all theses concerned by this memorandum:

* The thesis shall be written in English, with two extended summaries in the Parties’ languages.
* The thesis defense is unique and recognized by each Party. The language of the thesis is that used for the manuscript.
* The defense jury, designated by both partner institutions, is comprised based on a balanced proportion of members from each Party. It shall include up to six members, including the thesis advisors and two referees from outside the Parties. The referees must meet the requirements of each Party and must be approved by them. A Chair shall be appointed among the jury members; the Chair cannot be the supervisor. The Chair of the defense jury shall draw up the minutes after the jury deliberations, including the jury’s decision and the defense report countersigned by the other jury members. The latter should include proposals for any honors and distinctions relevant to the Parties. A minimum of four members must be present for the defense to occur.

# Financial matters

The candidate is expected to be financially supported by a scholarship or grant from either Institution or a third party. The candidate will assume the expenses for traveling, accommodation and living. Each Institution will provide computing tools, laboratories etc., for the development of the research activity of the candidate. The Institution where the final defense will take place or any third party in accordance with the agreement concluded by the Institution with this third party is responsible for traveling and accommodation expenses for the evaluation committee members. The expenses for traveling and accommodation of the two supervisors are the responsibility of the funds of each supervisor. No other financial issues are considered in the present agreement.

# Protection of the research results

The intellectual protection of the subject of the dissertation and the publication, exploitation, and protection of the results of the research developed during the Double PhD studies will be subject to the Parties’ rules and regulations. The Parties shall agree on the allocation of intellectual property rights in a Specific Agreement.

# Health insurance

The candidate will be required to show proof of health insurance before assuming their residency with each Party.

# Expiration of this agreement

This Agreement will come into effect upon signing and will expire at the end of the project TRACES (MSCA Doctoral Network – Grant Agreement 101072551).

# Language and applicable law

The present agreement is signed in two copies in English. This Agreement shall be governed by and shall be interpreted in accordance with the laws of France.

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| **POLITECNICO DI MILANO**  Prof. Donatella Sciuto | **INSTITUT POLYTECHNIQUE DE PARIS**  Prof. Adriana Tapus |