

Cotutelle (*International joint supervision*)

COTUTELLE DOCTORAL THESIS

1. A cotutelle enables you to obtain a doctoral degree from two universities: the University of Granada (UGR) and another international university, adding considerable value to your doctoral degree.
2. Doctoral candidates will conduct their work under the supervision and responsibility of a thesis supervisor at each University.
3. A cotutelle can only be established with one foreign university and must be done so in accordance with a specific **cotutelle agreement signed by both parties**.

▪ NCG135/1: UGR Regulations on the International Co-Supervision of Doctoral Theses

Approved by the Governing Council in its ordinary session of 27 September 2018.

How to apply for a cotutelle

1. Before you apply

If you wish to apply for a cotutelle, you must currently be enrolled on a doctoral programme at the UGR.

However, please note that if you are enrolled on a doctoral programme at a partner university, you can simultaneously submit your application for admission onto a doctoral programme at the UGR, your thesis proposal, and the cotutelle application. Nevertheless, the processing of the corresponding cotutelle agreement will be subject to your admission onto a doctoral programme at the University of Granada.

2. Cotutelle agreement

The two institutions signing the specific cotutelle agreement must previously have reviewed and agreed upon the conditions stipulated therein. One such condition stipulated by the UGR is that doctoral candidates must “complete a research period of at least 6 months at each institution, starting from their admission onto a doctoral programme”.

Language: at least one of the original cotutelle agreements must be written in Spanish or English.

The International School for Postgraduate Studies (EIP) will provide support during the preparation phase of the cotutelle agreement via the following email address: **epinternacional@ugr.es**.

Acuerdo de Cotutela UGR	Formato Word	PDF Editable
Cotutelle Agreement UGR	Word Format	Fillable PDF

3. Request for authorization to conduct the thesis under cotutelle arrangement.

You must submit the request for authorisation to complete your thesis within the framework of a cotutelle agreement to the UGR Management Committee of the corresponding Doctoral School. This request must be presented at any UGR register office (such as the University General Register Office or the auxiliary register office of the International School for Postgraduate Studies [EIP]). Along with this application, you must also submit the originals of the cotutelle agreement — duly completed and signed by the doctoral candidate, the thesis supervisor from the UGR and the coordinator of the corresponding doctoral programme —.

Application form for cotutelle authorisation (for students)	PDF Editable
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4. Authorisation and signing process

The International School for Postgraduate Studies (EIP) will inform the doctoral candidate about the status of the authorisation of the cotutelle by email and, where appropriate, will send the originals of the cotutelle agreement to the University Secretary's Office so that they can be signed by the Rector and sent to the partner university. If the signing process of the agreement has been initiated at the partner university, this process will be completed at the UGR once the relevant documents have been received.

Cotutelle authorisation (from the Doctoral School)	PDF Editable
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5. Steps to be completed once the cotutelle agreement has been signed

Source: <https://escuelaposgrado.ugr.es/pages/internacional/cotutela-internacional-de-la-tesis-doctoral/cotutela>

If the thesis defence is to take place at the UGR, the following procedures as well as the specific conditions stipulated in the cotutelle agreement, must be taken into account.

- a) It must comply with the general procedures that are applicable to all theses at the UGR. The established procedure for any thesis.
- b) **Official certificates** indicating the mobility periods undertaken at the partner university must be included with the thesis submission.

If the defense is to be held at the foreign university, the procedures will be conducted in accordance with the legislation in force in the country where it takes place. Additionally, at the University of Granada, the doctoral candidate must:

- a) It must comply with the general procedures that are applicable to all theses at the UGR. The established procedure for any thesis.
- b) After the defense, present the official minutes which must include at least the date of the defense, the grade obtained, the examination board, and two copies of the thesis (one in electronic format) authenticated by the University where it was defended. If the minutes are in a language other than Spanish or English, a certified translation into one of these two languages must be provided.

Recommendation: To facilitate administrative procedures, it is advisable that professors from both universities participating in the cotutelle agreement be part of the examination boards, and that they ensure the minutes (preferably original) are delivered to the other university."

6. International Doctorate Mention

Doctoral candidates may apply for an International Doctorate Mention when submitting the doctoral thesis at the UGR, as long as it complies with all of the corresponding requirements.

- Requirements and procedure to apply for an International Doctorate Mention

7. Issuing of the doctoral degree

Upon meeting all the requirements and regulations established by both universities and following a single defence conducted at the agreed-upon university, you can apply to obtain the corresponding doctoral degree certificates from both universities, in accordance with the specific cotutelle agreement and the current regulations in force at each university.

Possible sources of funding

Erasmus + Programme

If the partner university has an Erasmus Charter, we recommend that an Erasmus + agreement be signed, provided that the doctoral students in question are exempt from paying fees at the host universities during the mobility period.

Proposals for Erasmus + agreements

UGR Internationalization Plan, Programme 1.3

Grants for students completing a mobility period within the framework of joint degree programmes, double degree programmes, and multiple degree programmes who have not been able to obtain funding from other sources.

Call

Grants for short stays for recipients of FPI and FPU scholarships

FPI stays (Spanish Ministry of Science, Innovation and Universities) FPU stays (Spanish Ministry of Science, Innovation and Universities)

UGR Research and Knowledge Transfer Fund (PPIT)

This programme is subordinate to other national or regional calls for mobility grants. This means that you can only apply for it if you have not been able to obtain funding from such other calls (e.g. because your application has been rejected or the call has not been launched).

Programme for short stays at national and foreign research centres

International Scholarships from Organizations and Foundations

In the link You can consult a compilation of some of the scholarships and scholarship search engines that you can apply for during your stay.

Forms

Source: <https://escuelaposgrado.ugr.es/pages/internacional/cotutela-internacional-de-la-tesis-doctoral/cotutela>

Acuerdo de Cotutela UGR	Formato Word	PDF Editable
Cotutelle Agreement UGR	Word Format	Editable PDF
Solicitud de Autorización de Cotutela (por el estudiante)	PDF Editable	
Autorización de Cotutela (por la Escuela de Doctorado)	PDF Editable	