

Article 1. Doctoral courses

The Doctoral Programme is a course of the Third Cycle of the Framework of Qualifications of the European Higher Education Area (EHEA), for a period of three years, full time.

Article 2. Entry to the Doctoral Programme

1. For entry to the Doctoral programme a Second Cycle qualification from the EHEA is required.
2. In accordance with the current Andorran legal system, qualifications issued by educational institutions in other countries must be previously validated by the Ministry of Education, which issues the necessary certifications for access to the Doctoral Programme.

Article 3. Admission to the Doctoral Programme

1. Interested persons must apply for admission through the web application, where they must complete the required details and attach the accrediting documents in the format indicated.
2. The application for admission includes the compulsory choice of one of the lines of research integrated into the Doctoral Programme; otherwise the application cannot be completed.
3. Resolution of admissions corresponds to the Management Office of the J. H. Newman Doctoral School (EDN), following the report from the Doctoral Coordination Programme.
4. In the event of over demand for places on the programme or a line of research, the following objective assessment elements will be applied:
 - a) Average classification in the academic record of the qualification provided for entry: 1 point for Third, 2 points Second, 3 points for First and 4 points for With Honours.
 - b) Official qualifications other than the one provided for entry: 1 point for master's degree or bachelor's degree.
 - c) Professional experience: 1 point for attested year in the field of research.
 - d) Languages: 1 point for each language with attested level B2 of the European Common Framework for Reference of Languages.

Article 4. Personal commitment

1. Those admitted to a Doctoral Programme receive an email from the EDN informing them of the obligation to formalise the Personal Commitment Document (PCD) in compliance with all the rules and instructions related to the training and research activities, with the study hours planned for the programme, and with respect for intellectual copyright.
2. The formalisation of the PCD is carried out through the teaching platform of the European University IMF (eUniv), which can be accessed by future doctoral students with the personal code given to them in the email.
3. Those admitted have 7 days to accept the PCD, after which it will be understood that they have rejected the place.

Article 5. Enrolment

1. Those who have been admitted and have accepted the PCD receive the corresponding Programme Entry-Level Credential, which includes the line of research assigned, the list of documents required, and the procedures and deadlines to carry out the first enrolment.

2. The enrolments correspond to the current academic year, but in any case Doctoral Programme students will have three years legally provided for to complete the programme.

3. The Doctoral Programme enrolment is differentiated in three parts:

a) The EDN management part, which includes, in addition to academic, economic and teaching management of the programme, the Andorran public enrolment fees (but not those for issuing the state qualification).

b) The specialised Research Chair part, including the scientific management of the group and the line of research, as well as the assessment processes of the Research Plans and the doctoral thesis.

c) The academic tutelage part, which includes tutoring and personal management of the student's doctoral thesis.

Article 6. *Status of doctoral student*

1. Those who have completed the corresponding enrolment on a Doctoral Programme at the EDN are accredited as doctoral students at the eUniv.

2. Enrolment on a Doctoral Programme entails the following rights:

a) The right to be formally recognised and accredited as an EDN researcher.

b) The right to receive the multidisciplinary and specific training provided for in the doctoral programme.

c) The right to join a line of research organised by a specialised research chair of the Feedback Institute (IFIA) of the eUniv.

d) The right to receive academic tutoring during the preparation of the research plan and the development of the doctoral thesis.

e) The right to be assessed in the terms and conditions established by regulation in each of the phases of the doctoral process.

f) The right to participate in activities and calls related to the scientific field of doctoral research.

g) The right to exercise participation and representation in the eUniv university bodies.

3. Those enrolled on a Doctoral Programme must be subject to the legal system resulting from the application of the regulations of the eUniv, the specific Andorran legislation, and the principles of the EHEA.

Article 7. *Line of research*

1. The Specialised Research Chairs (SRC) of the IFIA are statutorily obliged to organise lines of research, in the respective scientific fields, which allow the integration of training researchers in the EDN Doctoral Programme.

2. The SRC programming of doctoral research is multiannual and describes each line of research, in accordance with the standard model for this purpose, and the people who make up the corresponding research group.

3. The Management Offices of the SRCs put the respective programming proposals before the Doctoral Committee of the EDN, which, in case of approval, orders its Technical Secretariat to incorporate, in the corresponding public information of the Doctoral Programme, the accepted lines of research, specifying, in addition to their description, the number of places available for researchers in training.

4. Those applying for a place on the Doctoral Programme are obliged to indicate in the application the line of research of preference, and, in the event that it is denied due to unavailability (which can be both places and supervisors), they can modify their application by indicating another line from the same SRC, if necessary.

5. The Management Office of each SRC appoints the person responsible for the Coordination Office of each line of research, who joins the Doctoral Committee of the EDN, in accordance with its Internal Regulations.

Article 8. Initial Training Period (ITP)

1. Doctoral Programmes must include an ITP to be carried out during the first year, aimed at those who cannot accredit sufficient previous training to carry out scientific doctoral research.
2. Those admitted who accredit previous research training may request a total or partial exemption from carrying out the ITP, which will be resolved by the EDN Management Office, in accordance with the Coordination Office report.
3. The ITP comprises, in the first instance, the carrying out of multidisciplinary training activities, aimed at the research community, and, in the second instance, specific training activities, organised by each of the doctoral research lines.
4. The ITP is organised in theoretical seminars and practical workshops, which are taught and assessed online.
5. Passing the ITP requires obtaining the minimum Eligible qualification in all training activities and is a necessary requirement for the subsequent submission of the Doctoral Research Plan (DRP).
6. The passing or recognition of the ITP is included in the doctoral student's academic record and is accredited by a certificate issued by the Doctoral Programme Coordination Office.

Article 9. Doctoral Research Plan

1. Doctoral students have the last month of the first year of the programme to formalise their DRP through the teaching platform application; this formalisation is mandatory and a necessary requirement to be able to enrol in the second year of the programme.
2. The completed DRP is automatically sent to the Coordination Office of the linked line of research, which must validate the acceptance and propose the assignment of the supervisor of the doctoral thesis, previously ensuring the conformity and availability of the person proposed to this effect.
3. In the event that the Coordination Office of the line does not validate the DRP submitted within 7 days, it must directly notify the doctoral student of the causes of the invalidation, indicating the actions or amendments to be introduced in order to obtain it within the prescribed period.
4. The validated DRP is also sent automatically to the Doctoral Programme Coordination Office, which issues a certificate that accredits the position of the doctoral student in the doctoral process, and orders the inclusion of the data in the doctoral student's academic record.

Article 10. Thesis supervision

1. The Doctoral Programme Coordination Office takes to the Doctoral Committee the assignments proposed by the thesis supervisors and, if in agreement, approves their appointment and informs the interested persons.
2. In the appointments of thesis supervisors, the Doctoral Committee programme will determine the number of monthly or annual hours of academic tutoring, according to the availability of each SRC; the workload committed determines the amount of the academic tutoring part in the enrolment.
3. The Doctoral Committee, at the request of the doctoral student and with the approval of the SRC, may establish a thesis co-supervision system.
4. Any change in the appointment of thesis supervisors will require the positive report of the SRC and the acceptance of the doctoral student concerned.

Article 11. Assessment of activities

1. Doctoral students have the last month of the second year of the programme to request the assessment of their doctoral activity from the programme's Coordination Office; this assessment is mandatory and a necessary requirement to be able to enrol in the third year of the programme.
2. Doctoral students must complete the Doctoral Activities Evaluation Document (DAED) on the teaching platform, which records all the activities carried out as a result of the research undertaken during the first two years of the programme.
3. The assessment reports of doctoral activities are based on 10 parameters established by the corresponding SRC, which are previously known by the doctoral students assessed.
4. The assessment of the DAEDs corresponds jointly to the Doctoral Coordination Office, to the Coordination Office of the line of research and to the thesis supervisor, and the qualification of Eligible requires the unanimity of the three assessors.
5. The classification of Non-Eligible means that the doctoral student undertakes a new DAED within a maximum period of six months from notification of the negative assessment, following the same procedure as above. If the new DAED is validated, the formalisation of the third enrolment will be accepted; otherwise, the doctoral student will permanently leave the Doctoral Programme.

Article 12. *Extension of length*

1. The doctoral committee, at the request of the doctoral student and with the favourable report of the thesis supervisor can grant an extension of one year. The application must be submitted during the last month of the third year of the programme, and if the decision is favourable, it will authorise a fourth enrolment during the following academic year.
2. The extension can be renewed up to a total of five times, but the renewal must be expressly requested and must always have the endorsement of the thesis supervisor.

Article 13. *Temporary leave of absence*

1. The doctoral student can apply for temporary leave of absence from the programme, for personal reasons, for a maximum period of one academic year, which can be extended to one more academic year. This request must be sent, duly justified, to the Coordination Office of the programme, which must resolve it within 7 days. Otherwise, it will be considered denied.
2. In the event of wishing to apply for temporary leave for personal reasons without the PRD having yet been accepted, the doctoral student must inform the Coordination Office of the programme and it is understood that the student leaves the programme and, therefore, will have to reapply for entry and admission if applicable.

Article 14. *Withdrawal*

1. Withdrawal implies non-continuance in the programme and closure of the doctoral student's record. Nevertheless, the doctoral student can request entry and admission to another EDN Doctoral Programme.
2. The following are the reasons for withdrawing from the programme:
 - a) Failure to formalise enrolment within the established deadlines and without justification.
 - b) Failure to request the validation of the DRP within the established deadlines or failure to obtain the Eligible classification in accordance with the procedures established in these regulations.
 - c) Failure to request the validation of the DAED within the established deadlines or failure to obtain the Eligible classification in accordance with the procedures established in these regulations.
 - d) The expiration of the period of continuance in the programme and, if applicable, of the corresponding extensions or their denial.
 - e) The formal notification by the doctoral student of permanently leaving the programme.

f) An academic year without having enrolled in the Doctoral Programme or having applied for temporary leave.

Article 15. Authorisation of deposit of thesis

1. During the third year of the programme, doctoral students can request authorisation for the deposit and subsequent defence of the doctoral thesis before the Doctoral Committee.
2. Doctoral students must complete the depositing application form on the teaching platform, and upload the complete document of the thesis report in electronic format.
3. The processing of the application requires the validation of the Coordination Office of the research line and the thesis supervisor. Once the deposit request has been validated, the period of the programme is completed.
4. The Doctoral Committee must resolve the application within a maximum period of one month, from the validation of the application, and its Secretary's Office must transfer it to the doctoral student, the Thesis Supervisor and the Coordinator of the line of research.
5. The Doctoral Committee may negatively resolve the application if it finds, on its own initiative or that of third parties, the formal or material breach of the Doctoral Programme regulations. In this case, the doctoral student may submit the corresponding appeal to the EDN Management Office, which in any case entails the right of the person or persons affected to be heard.

Article 16. Public exposure

1. In the same deposit authorisation agreement, the Doctoral Committee will decide to order the public exposure of the thesis report and of the entire associated academic record, which will necessarily include the assessment reports of the PRD and the DAED.
2. The Secretary's Office of the Doctoral Committee will make public the deposit of the thesis through the corporate website of the eUniv, indicating the procedure to be followed by the persons interested in the consultation and the deadlines for carrying it out, which in no case can be less than 30 calendar days.
3. The information subject to public exposure must guarantee the protection of personal and research data, in order to avoid any fraudulent use that could harm the interests of the doctoral student.
4. The Secretary's Office of the Doctoral Committee is the body responsible for compiling all notifications or reports on the thesis exposed addressed on the corresponding website.

Article 17. Authorisation of defence

1. After the period of public exposure, the Doctoral Committee will consider the incidents presented during the term of public exposure and resolve the request for doctoral thesis defence.
2. In the event of an unfavourable agreement, the doctoral student and his/her thesis supervisor may submit the corresponding appeal to the EDN Management, which in any case entails the right to a hearing in their favour, as well as the submission of new external reports supporting the application. In the event that the appeal is rejected, the doctoral student must restart, if desired, the deposit procedure.

Article 18. Appointment of the panel

1. The Doctoral Committee will appoint a panel formed by 5 doctors of recognised scientific experience and accredited authority on the subject of the thesis, and the corresponding substitutes.
2. A maximum of 2 people from the eUniv, and a minimum of one who must be the secretary of the academic body, may be appointed as members of the panel.
3. Under no circumstances may the thesis supervisors or the co-tutors be part of the panel, unless they are these submitted in the framework of bilateral co-tutoring agreements with foreign universities when so

provided in the agreement. When the doctoral thesis is presented in the form of a compendium of publications, the co-signers of the corresponding publications also cannot be part of the panel.

4. The Secretary's Office of the Doctoral Committee will provide the designated persons with the standard document of their academic appointment and, once they have received their consent, will proceed to facilitate their access to the doctoral student's thesis and complete record; in cases of non-acceptance of the appointment, the Secretary's Office will automatically proceed to request the acceptance of the corresponding substitute, in accordance with the panel's appointment decision.

5. The doctoral students, with the approval of the thesis supervisor, have the right to challenge the appointed persons of the panel, which will have to be resolved by the Doctoral Committee.

Article 19. Preliminary Assessment Report

1. Members of the panel must complete the Preliminary Assessment Report (PAR) of the thesis 7 days before the thesis defence call.

2. The PAR is done directly on the teaching platform and necessarily concludes with a favourable or unfavourable assessment of the defence of the thesis submitted.

Article 20. Call of the defence

1. The defence of the thesis may not be called before 30 days from the date of appointment of the members of the panel, or 60 days after this same date.

2. The Panel Chair, after consultation with the other members, will call the thesis defence session at least 21 days in advance.

3. The call resolution will indicate the day, time, place and public and open nature of the academic event.

4. The Panel Secretary will be responsible for notifying whether the Preliminary Assessment Reports of the members of the panel are mostly favourable or not. If the first case arises, the Panel Chair will confirm the call of the event, and inform the doctoral student, the thesis supervisor and the Coordination Office of the programme.

5. In the event that most of the Preliminary Assessment Reports are unfavourable, the Panel Chair will suspend the call and inform the doctoral student, the thesis supervisor, the Programme Coordination Office and the Doctoral Committee. Those affected will be able to appeal the decision to the Doctoral Committee within 7 days. If the appeal is successful, the members of the panel may resign their appointment and be replaced by their substitutes, and if most of these are also unfavourable to the defence, the call will be annulled and the Doctoral Committee will inform the doctoral student, thesis supervisor and the Programme Coordination Office about the order to review the thesis and restart the deposit process.

Article 21. Viva voce

1. In the first phase, the Panel Chair declares the panel constituted and proceeds to open the event by giving the floor to the doctoral student to set out the most significant elements of his/her research, being able to use the most appropriate graphic and audiovisual resources for the purpose, within the time allowed.

2. In the second phase, the Panel Chair gives the floor to the members of the panel, beginning with the last person to earn a PhD ending with the Secretary and himself/herself, in order to present their criticisms and ask the questions deemed appropriate for the doctoral student.

3. In the third phase, the Panel Chair gives the floor to all the doctors present at the event, and especially to the thesis supervisor, in order to express the appropriate considerations about the previous interventions.

4. In the fourth phase, the Panel Chair once again gives the floor to the doctoral student to allow him/her to provide the appropriate responses to the criticisms and questions asked.

5. After the interventions, the Panel Chair orders the public to leave the room so that the panel can deliberate and assess.
6. Once the deliberations have been completed and the respective grades have been issued, the Panel Secretary draws up the corresponding Assessment Report, which must include the overall classification awarded to the thesis in terms of Non-Eligible, Third, Second, First or With Honours if the legal requirements for this classification are met.
7. Once the Assessment Report has been completed and signed by all the members of the panel, the Secretary will inform the doctoral student and the public to return to the Assembly Hall.
8. The Panel Chair orders the Secretary to make the public reading of the classification given to the doctoral thesis and presents the doctoral student with the corresponding certificate, terminating the session.

Article 22. Incidents

1. For the panel to be valid the presence of at least three members is needed, which must include the holders of the Panel Chair and the Secretary.
2. If the event of defence of the thesis cannot be carried out due to a justified cause, the Panel Chair may issue a new call within the following fifteen working days, which must be notified to the same people of the first call and at least 48 hours in advance.
3. If, once the event of defence has been called, one of the members of the panel is unable to attend for a justified reason, the Panel Chair will replace him/her with the corresponding substitute.
4. If, finally, the event cannot be carried out within the established period, or if there are not enough substitutes to constitute the minimum collegiate, the Doctoral Committee must appoint a new assessment panel, in accordance with the procedure established in these regulations.
5. If the doctoral student does not attend the doctoral thesis defence without a justified cause, it must be stated in the corresponding report and the grade is Non-Eligible.

Article 23. Thesis archive

1. Once a doctoral thesis has been approved, the Technical Secretariat of the EDN proceeds to incorporate it into the eUniv Doctoral Thesis Archive, being subject to the system of academic and statistical identification, and access and dissemination of data, which governs this electronic archive.
2. Similarly, the Technical Secretariat of the EDN sends to the Ministry the information on the thesis established by the current Andorran Doctoral programme legal system.

Article 24. Publication of the thesis

If the doctoral thesis is subject to processes of protection or transfer of technology or knowledge, open access is limited to the part of the thesis not affected by legal protection.