|  |  |
| --- | --- |
| PARTNER LOGO | KU_logo_CO_UK |

**DOUBLE DEGREE PHD STUDENT AGREEMENT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **THE PARTIES** | | | | |
| **Home institution** | Faculty of Science, University of Copenhagen, Denmark/or PARTNER UNIVERSITY | | | |
| **Host institution** | PARTNER UNIVERSITY/or Faculty of Science, University of Copenhagen, Denmark | | | |
| The **PhD student** | **Name:** | | | |
| Date of Birth |  | Email |  |
| Student ID | [Student ID from Home institution] | | |

|  |
| --- |
| **RECITALS** |
| 1. University of Copenhagen (**UCPH**) and PARTNER UNIVERSITY are parties to a Principal Agreement on a Double Degree PhD Program, dated [xxx] that established a double degree PhD program (the **Program**). 2. The PhD student’s participation in the Program is on the terms set out in this Double PhD Student Agreement (**Student Agreement**). |

|  |  |
| --- | --- |
| **1. INSTITUTIONS AND SUPERVISORS** | |
| * 1. **Home institution** | |
| Institution: | University of Copenhagen |
| Faculty 0r Department/School: | Faculty of Science, PhD School |
| Supervisor (name, title & contact info)**:** | Professor, John Doe  E-mail: [JD@science.ku.dk](mailto:JD@science.ku.dk)  Phone: +45 12131415 |
| Designated responsible officer (legal representative): | Head of PhD School, Professor Lise Arleth |
| * 1. **Host institution** | |
| Institution: |  |
| Faculty & Department/School: |  |
| Supervisor (name, title & contact info)**:** |  |
| Designated responsible officer (legal representative): |  |

|  |  |
| --- | --- |
| **2. RESEARCH AREA** | |
| PhD thesis topic: |  |

|  |  |
| --- | --- |
| **3. COURSEWORK REQUIREMENTS AND PROGRESS MANAGEMENT** | |
| * 1. Required coursework to be undertaken by the PhD student as part of the Program (provide details including unit names, credit points, location, timeframe for completion, etc.). Please note, that the PhD student must gain experience with teaching and/or knowledge dissemination and is expected to pass PhD courses of approximately 30 ECTS including the mandatory courses at SCIENCE: Responsible Conduct of Research 1 & 2,: |  |
| * 1. Required milestones and progress reviews to be met and completed by the PhD student for each institution: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **4. ALLOCATION OF TIME BETWEEN INSTITUTIONS** | | | |
| * 1. The PhD student’s candidature will be divided between the Home institution and the Host institution. A minimum of 12 months must be completed at both UCPH and PARTNER UNIVERSITY. | | | |
| * 1. The expected periods to be spent at each institution are as follows (changes to these dates can be approved in writing by the supervisors): | Start date *(MMM/YYYY)* | End date *(MMM/YYYY)* | Institution |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |
| --- | --- |
| **5. SUBMISSION AND EXAMINATION ARRANGEMENTS** | |
| * 1. Expected submission date of PhD thesis: |  |
| * 1. Language of thesis: |  |
| * 1. Public defense location/institution[[1]](#footnote-2): | Either Home or Host institution (in case of one mutual public defence. Alternatively, two separate defense) |
| * 1. The submission and examination of the thesis will be in accordance with the Principal Agreement on a Double PhD Program between Faculty of Science, University of Copenhagen, Denmark, and PARTNER UNIVERSITY and is subject to the following conditions: | **When UCPH is the examining Institution**:  UCPH shall:   * Provide the names and affiliations of the assessment committee members to PARTNER UNIVERSITY for endorsement prior to the commencement of the assessment procedures.   1. Notify PARTNER UNIVERSITY of the commencement and completion of the assessment process as early as possible, with such notification to include: confirmation that the assessment meets the agreed requirements of this PhD student Agreement;   2. date of Public Defense;   3. the names and qualifications of all examiners/members of the assessment committee; * Provide to PARTNER UNIVERSITY copy of the assessment committees’ preliminary and final report (and English summaries, where the language of any reports is not English) when completed; and   **When PARTNER UNIVERSITY is the examining Institution:**   * Provide the names and affiliations of the examiners to UCPH for endorsement prior to the commencement of examination.   1. Notify UCPH of the commencement and completion of the examination process as early as possible, with such notification to include: confirmation that the examination meets the agreed requirements of this PhD student Agreement;   2. date of Public Defense;   3. the names and qualifications of all examiners/members of the assessment committee; * Provide to UCPH copy of the examiners’ preliminary and final report (and English summaries, where the language of any reports is not English) when completed; and * The candidate is required to submit an electronic copy of the final PhD thesis to SCIENCE prior to the assessment procedures for general screening of mandatory requirements and plagiarism. The thesis cannot be sent for assessment before the screening for plagiarism has been concluded. |

|  |
| --- |
| **6. GRADUATION PROCEDURES** |
| * 1. If the conditions for graduation are met a degree will be conferred by each institution in accordance with each institution’s policies and procedures:  1. At UCPH, participating PhD students are entitled to receive a diploma issued by UCPH that states that the degree was undertaken by the PhD student pursuant to the Double Degree PhD Program with PARTNER UNIVERSITY. UCPH award: The PhD Degree. 2. At PARTNER UNIVERSITY the PhD student is entitled to receive a diploma that states that the degree was undertaken by the PhD student pursuant to the Double Degree PhD program with UCPH. PARTNER UNIVERSITY award: [Title of degree to be awarded]. |

|  |  |  |
| --- | --- | --- |
| **7. FINANCIAL ARRANGEMENTS** | | |
| * 1. The PhD student will enrol at both Institutions for the duration of their three-year (180 ECTS) candidature. The PhD student is liable for tuition/enrolment fees (and any student services or amenities fees) at the Home Institution and is exempt from payment of tuition/enrolment fees (and any student services or amenities fees) at the partner university for the duration of their candidature. | | |
| * 1. Except as expressly set out in this Double PhD Student Agreement, the PhD student is responsible for all personal costs in connection with their candidature, including all living, travel, insurance (including additional medical coverage, liability and accident insurance) and ancillary costs. The PhD student is also responsible for organising his/her own accommodation. | | |
| * 1. Funding arrangements/ employment conditions: | Name of funding authority (if any): | [insert scholarship name] |
| Tuition fee/enrolment fee: | [insert amount] |
| Administering Institution: | [insert name] |
| * 1. Other financial arrangements (if any) |  | |

|  |  |
| --- | --- |
| **8. INTELLECTUAL PROPERTY** | |
| * 1. Unless otherwise agreed by the Parties in writing:  1. The PhD student owns the copyright of PhD student’s thesis; and 2. All other Intellectual Property created or contributed to by the PhD student as part of their participation in the Double PhD program is subject to the rules and policies relating to Intellectual Property in place at the Institutions. As appropriate, specific arrangements should be addressed by way of written agreement(s) in advance of creation of any Intellectual Property (Relevant templates will be made available at a later point). | |
| * 1. Other Intellectual Property arrangements in relation to research results, additional publications etc. (if any): |  |

|  |  |
| --- | --- |
| **9. DATA PROTECTION** | |
| 9.1 By signing this Double Degree PhD Student Agreement, the PhD student:   1. consent to the transfer between the institutions of Personal Data of relevance to the implementation of the PhD double degree: 2. If relevant for the performance of the PhD research, a separate agreement on processing of personal data (a data processing agreement) must be signed prior to the entry into force of the Double Degree PhD Student Agreement. A separate data processing agreement is required when the PhD research conducted by the PhD student involves any transfer and/or transmission between the Institutions of data subjected to the European General Data Protection Regulation (GDPR) and any national implementing laws, regulation, and secondary legislation; any other laws and regulations relating to the processing of personal data and privacy. (LINK | |
| 9.2 Is a separate data processing agreement relevant for the performance of the PhD research? YES/NO |  |

|  |
| --- |
| **10. PHD STUDENT RIGHTS AND OBLIGATIONS** |
| 10.1 The PhD student must:   1. at all times comply with and be bound by any relevant laws, policies and rules applicable to the candidature, including in respect of:    1. any entry and visa requirements;    2. the research conducted by the PhD student; and    3. the PhD student’s presence in or on land or buildings owned, occupied or under the control of the either Institution; 2. obtain medical insurance for the duration of the PhD student’s time at UCPH; 3. obtain medical insurance for the duration of the PhD student’s time at PARTNER UNIVERSITY 4. be entitled to the same rights and privileges (including library services and student support services) as other enrolled students at the Institutions. |

|  |  |
| --- | --- |
| **11. SPECIAL ARRANGEMENTS** | |
| 11.1 The following additional special arrangements or requirements (if any) are agreed for this PhD student’s candidature: |  |

|  |
| --- |
| **12. NATURE OF AGREEMENT AND AMENDMENT** |
| 12.1To the extent of any inconsistency between the rules and regulations of the Institutions (and unless otherwise expressly provided in this Double PhD Student Agreement), the rules and regulations of the Host Institution apply to the PhD student’s candidature. |
| 12.2 This Double PhD Student Agreement is binding and constitutes the entire agreement between the Parties in relation to the PhD student’s participation in the Double PhD Program (in addition only to the Principal Agreement for a Double PhD Program between the Institutions which establishes the overall framework of the Program). |
| 12.3This Double PhD Student Agreement may only be amended or renewed with the written, mutual consent of the Parties. |
| 12.4This Double PhD Student Agreement may consist of several counterparts and the counterparts taken together form one and the same document. |
| 12.5This Double PhD Student Agreement is effective from the date it has been executed by the Parties and ends on the date of the PhD student’s graduation from the double PhD Program. This Double PhD Student Agreement may be terminated at any time by either Institution giving written notice to the other Institution of the suspension or termination of the PhD student’s candidature. |

|  |  |  |  |
| --- | --- | --- | --- |
| **DECLARATION AND SIGNATURES** | | | |
| ***“I have reviewed this Double PhD Student Agreement and the related Principal Agreement for a Double PhD Program, and I agree to participate in the double PhD Program on the terms outlined.”*** | | | |
|  | **Name** | **Signature** | **Date** |
| **PhD student** |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Signed for and on behalf of Home Institution (UCPH):** | | | |
|  | **Name and job title** | **Signature** | **Date** |
| **Supervisor** |  |  |  |
| **Head of Department** |  |  |  |
| **Designated responsible officer for the home institution (legal representative):** |  |  |  |
| **Signed for and on behalf of PARTNER UNIVERSITY** | | | |
|  | **Name and job title** | **Signature** | **Date** |
| **Co-Supervisor** |  |  |  |
| **Head of Department** |  |  |  |
| **Designated responsible officer for the host institution (legal representative):** |  |  |  |

1. In case of contrasting regulation on examination and/or composition of assessment committee the Double Degree PhD Program may be completed as the result of two defenses. If so, please indicate this in 5.3. [↑](#footnote-ref-2)