

Memorandum of Agreement
Joint doctoral degree/Cotutelle
McGill University, Québec and Université de Strasbourg, France

Submitted for approval

This Memorandum of Agreement (MOA) describes the proposed program for a student in the Faculty of Medicine seeking a joint doctoral degree between McGill University and Université Strasbourg, France, under the BCI (formerly CREPUQ) cotutelle framework agreement.

Background

In 2007, Senate amended the McGill University statutes to allow, in principle, the granting of joint degrees.

In 2013, McGill Senate approved the adoption of a Joint Thesis Supervision Framework Agreement (Convention-Cadre sur les cotutelles de thèse) between the Conference of Rectors and Principals of Québec Universities (CREPUQ) and the Conférence des Présidents d'Université (CPU) and the Conférence des Directeurs d'Écoles et de Formations d'Ingénieurs (CDEFI). This document provides a broad outline of an agreement allowing students to carry out joint study between two of the partners and to be awarded a single jointly-awarded degree for one PhD thesis. The document also includes a sample MOA to be used to specify the details of each student's program.

The awarding of joint PhDs under this framework agreement was approved at McGill by CGPS on May 21, 2013, by APC on May 23, 2013, and by Senate on September 18, 2013. In accordance with this agreement, the details of the program for an individual student are specified in a MOA specific to that student. *The MOA is then submitted for approval to CGPS. Approved MOAs are reported annually to APC.*

Documents attached

For information:

- The CREPUQ cotutelle MOU

For approval

- MOA for this student, based on the template outlined in the MOU
- "Request for Approval of a Joint Degree Program": An internal form created by Graduate and Postdoctoral Studies that records the specific academic details of the student's program and captures the departmental and faculty approval

September 8, 2015

**JOINT THESIS SUPERVISION AGREEMENT SCHEME
BETWEEN FRENCH AND QUEBEC INSTITUTIONS OF HIGHER
EDUCATION**

GENERAL

This document is provided to scientific and university authorities to facilitate the arrangement of a joint thesis supervision agreement between French and Quebec institutions of higher education for Doctoral Students completing their jointly supervised thesis, pursuant to the provisions and terms and conditions contemplated in the framework agreement on joint thesis supervision signed between the CPU, the CDEFI and CREPUQ, in October 1996 (hereinafter the "Framework Agreement").

It comprises the points that must appear in the joint thesis supervision agreement, and points required to ensure the procedure runs smoothly.

As required, the agreement may include additional or complementary aspects in accordance with the provisions and terms and conditions set out in the Framework Agreement.

PREAMBLE

In accordance with the provisions and terms and conditions set out in the Framework Agreement, this agreement is reached between:

the French institution Ecole Doctorale de Strasbourg (Université de Strasbourg)
represented by its President or Principal, Potier, Serge, Pr. (program director)

and

the Quebec institution (McGill University) represented by Nalbantoglu, Josephine

It concerns:

[REDACTED]

M: or F:

[REDACTED]

ADMINISTRATIVE DETAILS Section**1 - Registration**

(The Doctoral Student must register at both institutions.)

The Doctoral Student is enrolled:

1) at University of Strasbourg

in the doctoral program, neuroscience major

as of the 2013-14 academic year

and

2) at McGill University

In the Ph.D. program, Integrated Program in Neuroscience

as of fall 2014.

Registration and tuition fees:

The Doctoral Student shall only pay registration and tuition fees at one of the two partner institutions, according to the terms and conditions specified below:

The Doctoral Student shall only pay registration and tuition fees at one of the two partner institutions, i.e., the university where he performs his academic training and research, as agreed upon hereinafter :

- 1st year: University of Strasbourg
- 2nd year: McGill University
- 3rd year: McGill University

Section 2 – Academic training and thesis

The thesis topic submitted by the Doctoral Student is (full title):

The role of the habenular mu opioid receptors in psychiatric disorders.

The Doctoral Student's planned academic training and research work period is usually three years. This period may be extended by special agreement between both institutions, upon the recommendation of both thesis supervisors.

The Doctoral Student performs his academic training and research work alternately at both institutions, in periods agreed to by both thesis supervisors based on the following terms and conditions:

- planned periods at the French institution:
(years and number of months) Academic year 2013-14 (1 year)
- planned periods at the Quebec institution:
(years and number of months) From September 2014 to September 2016

Protection of the thesis topic and its publication, use and protection of the results from the Doctoral Student's research work at both institutions shall be subject to regulation in force and maintained in accordance with the specific procedures of each country participating in the joint thesis supervision.

Where applicable, the provisions respecting the protection of intellectual property rights shall be the subject to an appendix in this agreement.

Section 3 – Social security and civil liability

(subject to additional information)

The Doctoral Student's social security and civil liability coverage shall be provided under the following conditions:

- at his home institution, the Doctoral Student receives:

McGill Student Health Policy

- during his time at the host institution, the Doctoral Student receives:

Sécurité Sociale

N.B.: Students in France who are enrolled in the doctoral program before their 28th birthday are covered by the Student Social Security Plan (supplementary mutual insurance is recommended); in addition, voluntary insurance is required for registration. Furthermore, the Doctoral Student must have civil liability insurance.

EDUCATIONAL DETAILS

Section 4 – Thesis supervisors

The Doctoral Student performs academic training and research work under the joint responsibility of a thesis supervisor in France and a thesis supervisor in Quebec, subject to prior agreement:

- at the French institution IGBMC/University of Strasbourg

The Doctoral Student's thesis supervisor is: Gavériaux-Ruff Claire

Professor

- at the Quebec institution Douglas Institute / McGill University

The Doctoral Student's thesis supervisor is: Kieffer Brigitte

PI and Scientific Director of the Douglas Institute

Both thesis supervisors fully agree to perform their duties as tutor of the Doctoral Student. They jointly exercise the powers granted to thesis supervisors in France and in Quebec.

Section 5 – Academic training**Doctoral Student's educational activities:**

(specify all courses, seminars, etc., at each institution)

- Course: "Formation à l'expérimentation animale" - University of Strasbourg, Strasbourg
- Mandatory courses – IGBMC, Strasbourg
- Organization of the departmental retreat – IGBMC, Strasbourg
- Weekly Seminars 2013 – IGBMC, Strasbourg
- Weekly Fall Seminars 2014 – The Douglas Institute, Montréal
- Weekly winter seminars 2014-15 – The Douglas Institute, Montréal
- [REDACTED] will also be taking courses at McGill starting Year 2 of her co-tutelle (NEUR 602, NEUR 560).

Thesis examination

After consultation between the two thesis supervisors and according to the knowledge the Doctoral Student has acquired in his prior academic training and the objectives of the program or education, the preparation and content of the Quebec thesis examination shall be adapted as follows (provide details):

Section 6 – Thesis defense

The thesis will result in a single defense, recognized by both institutions.

The examination committee is comprised of scientists appointed jointly by both partner institutions. It must include the two thesis supervisors and a member not from either institution.

Other aspects:

- The Doctoral Student shall defend his thesis: in France
- at: IGBMC
- The defense shall take place in 09/2016
- The thesis shall be written and defended in English
- The thesis summary shall be written and presented in French

N.B.: The Doctoral Student is required to write either the thesis or summary in French; he is required to defend the thesis or present an oral summary in French.

Section 7 – Awarding of two diplomas

Upon the approval of the examination committee,

the French institution Ecole Doctorale de Strasbourg agrees to confer to [redacted] the academic degree and title of doctor and issue the corresponding diploma to her and

the Quebec institution McGill University agrees to confer to [redacted] the academic degree of Ph.D. and issue the corresponding diploma to her.

The wording of each degree shall mention the collaboration of the partner institution and the joint thesis supervision.

Section 8 – Submitting, describing and reproducing the thesis

In both countries, the submission, description and reproduction of the thesis shall be carried out according to the regulation in force.

OTHER PROVISIONS

Note: This section is optional. It allows for additional provisions, such as in respect to housing or financial aid given to the Doctoral Student. In all cases, these provisions shall be established in accordance with the provisions and terms and conditions set out in the Framework Agreement.

Made in _____ original copies, on _____

[redacted]
Doctoral Student

French Institution
Pi. Claire Gravenaux-Ruff
Thesis Supervisor
Dr. Bertrand SERAPHIN
Directeur de l'IGBMC
President of Institution

Quebec Institution
[Signature]
Thesis Supervisor

Vice Provost of Academic Affairs

[Signature]
Dean of Graduate Studies

X
Prof. Serge POTIER
Directeur
Ecole Doctorale
"Sciences de la Vie et de la Santé"
Université de Strasbourg
Dean of Graduate Studies

[Signature]
Dean of Graduate Studies de l'Université
de Strasbourg
Par délégation
La Vice-présidente Recherche
et Formation Doctorale
C. FLORENTZ



Request for Approval of a Joint PhD: Cotutelle/Universitas21 ProgramDate: May 26, 2015Student Name: [REDACTED]McGill ID Number: [REDACTED]Department Name: Integrated Program in NeuroscienceEffective Term: Fall 2014Admission Level: PhD Cotutelle-France Cotutelle-U21Name of Partner Institution: Université de Strasbourg

Program of Study:

➤ Required Courses:

(Total credits required and Course Numbers, Titles & Credit Values if available)

Course Number (e.g. PLNT 690)	Course Title (e.g. Research Horizons in Plant Science 1)	Credit Value (e.g. 0)	Term (e.g. Fall 2014)
PSYT630	Statistics for Neurosciences	3	winter 2016
MKT 705	Decision Neuroscience Seminar Marketing	3	fall 2016

➤ Required Examinations:

(Comprehensive, Language, etc.)

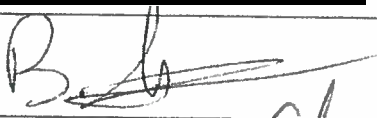
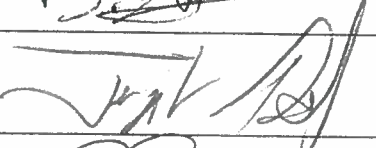
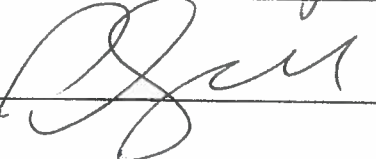
Course Number, Title (if applicable) (e.g. Comprehensive)	Location of examination (e.g. Edinburgh)	Term (e.g. Winter 2015)
MENRT	Strasbourg	Fall 2013
Comprehensive (candidate exam)	Montreal	Fall 2015

➤ Other:

(Thesis, etc.)

(e.g. Thesis, Research proposal prior to indicate a date)
Final thesis submission

Approvals sign-off:

From	Name	Signature	Date
Student	[REDACTED]	[REDACTED]	01/06/2015
Supervisor	Brigitte Kieffer		09/06/2015
Department GPD	JOSEPH ROCHFORD		AUGUST 4/2015
Department Chair	Dave RAGSDALE		Aug 19, 2015
Faculty (curriculum committee)			

Please forward this form, together with a copy of the corresponding *Memorandum of Agreement*, to Maggie Do Couto (maggie.docouto@mcgill.ca) at Graduate and Postdoctoral Studies

Graduate and Postdoctoral Studies:

 Approval

 Refusal (Reasons)

MAGGIE DO COUTO		Sept. 8, 2015
Name (Print)	Signature	Date

JOINT THESIS SUPERVISION FRAMEWORK AGREEMENT

between

the **Conférence des Présidents d'Université (CPU)**,
the **Conférence des Directeurs d'Écoles et de Formations d'Ingénieurs (CDEFI)**

and

the **Conference of Rectors and Principals of Quebec Universities**
(CREPUQ)

October 1996

The Conference of Rectors and Principals of Quebec Universities (CREPUQ), the Conférence des présidents d'université (CPU) and the Conférence des directeurs d'écoles et de formations d'ingénieurs (CDEFI), hereinafter called the two parties, wish to strengthen scientific cooperation between France and Quebec by fostering the mobility of doctoral students and have therefore decided to promote a new joint thesis supervision procedure between French and Quebec institutions of higher education.¹

Pursuant to the principle stated in the February 20, 1996 framework agreement on the recognition of degrees and validation of completed studies, each party's competent authorities agree to give equal treatment to each other's students.

The main provisions of this procedure, as stipulated below, have been established by mutual agreement between the two parties.

This procedure comprises four essential provisions which emphasize its innovative aspect:

1. The Doctoral Student performs academic training and research work under the responsibility of a thesis supervisor in France and a thesis supervisor in Quebec. The supervisors jointly exercise the powers granted to a thesis or research work supervisor in France and in Quebec.
2. The thesis shall undergo a single defense examination, in France or Quebec, recognized by both institutions.
3. The examination committee is comprised of scientists appointed jointly by both partner institutions. It shall include the two thesis supervisors and a member not from either institution.
4. The French institution agrees to award the title of doctor and the Quebec institution the title of Ph.D.; the wording of each diploma shall mention the collaboration with the partner institution and the joint thesis supervision.

The following terms and conditions are in addition to these provisions:

5. The Doctoral Student must register at both a French institution of higher education and a Quebec institution of higher education.

The Doctoral Student shall pay registration and tuition fees to only one of the two partner institutions.

6. The Doctoral Student performs academic training and research work alternating between France and Quebec, at defined periods upon the mutual agreement of the two thesis supervisors.

¹ Procedure governed in France by the January 18, 1994 order related to the creation of a joint thesis supervision procedure between institutions of higher education in France and abroad (published in the January 26, 1994 *Journal officiel de la République française*) and by the July 4, 1994 implementing circular established by the French ministry of higher education and research's Direction générale de la recherche et de la technologie (directorate general for research and technology), and in Quebec by the rules of the concerned institutions.

7. The content of the Quebec thesis examination shall be adapted by taking into account the Doctoral Student's acquired knowledge, validated at an earlier academic training, pursuant with the objectives of the program or training. The proposed adaptation shall be subject to consultation between the two thesis supervisors.

Lastly, to protect the interests of the partners and the students, both parties have agreed to make provision for the following clauses:

8. Protection of the thesis topic and its publication, use and protection of the results from the Doctoral Student's research work at both institutions shall be subject to regulation in force and maintained in accordance with the specific procedures of each country participating the joint thesis supervision. The provisions related to the protection of intellectual copyright may be set out in an appendix specifically for this purpose, as required.
9. For each Doctoral Student undergoing joint thesis supervision, an agreement shall be signed by the French and Quebec institution. The agreement shall comply with the requirements contemplated above and shall specify a certain number of guarantees to ensure successful joint thesis supervision, in particular the terms and conditions regarding social security.

In the event of a dispute, the issues raised will be addressed in accordance with the regulations and normal practices of the concerned institution.

A joint supervision agreement framework is included in the appendix.

**For the Conference of Rectors and Principals
of Quebec Universities**

Pierre Reid, President

October ____, 1996

For the Conférence des Présidents d'Université

Alain Gaudemer, President

October ____, 1996

**For the Conférence des Directeurs d'Écoles
et de Formations d'Ingénieurs**

Jacques Gelas, President

October ____, 1996

Addendum to Framework Agreement

Terms and conditions for payment of registration and tuition fees by the Doctoral Student at one of the two partner institutions (see *Section 5 of the Framework Agreement*).

In regards to the terms and conditions of payment of registration and tuition fees by the Doctoral Student at only one of the two partner institutions (see *Section 5, paragraph 2 of the Framework Agreement*),

– the CPU and the CDEFI on one hand,

– and the CREPUQ on the other hand,

have agreed on mutual agreement to adopt the following general principle:

“Each Doctoral Student shall pay registration and tuition fees only at the university where he performs his academic training and research, based on the terms and conditions to be set out in detail in each individual joint thesis supervision agreement.”

Consequently, in the joint thesis supervision agreement scheme appended to the Framework Agreement, the paragraph related to the payment of registration and tuition fees (ADMINISTRATIVE DETAILS – Section 1, paragraph 2) shall comprise the following terms and conditions:

ADMINISTRATIVE DETAILS

Section 1, paragraph 2 – Registration and tuition fees

The Doctoral Student shall only pay registration and tuition fees at one of the two partner institutions, i.e., the university where he performs his academic training and research, as agreed upon hereinafter by year or semester(s):

(Please specify dates)

– 1st year or semester(s) _____

– 2nd year or semester(s) _____

– 3rd year or semester(s) _____

<p>JOINT THESIS SUPERVISION AGREEMENT SCHEME BETWEEN FRENCH AND QUEBEC INSTITUTIONS OF HIGHER EDUCATION</p>
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GENERAL

This document is provided to scientific and university authorities to facilitate the arrangement of a joint thesis supervision agreement between French and Quebec institutions of higher education for Doctoral Students completing their jointly supervised thesis, pursuant to the provisions and terms and conditions contemplated in the framework agreement on joint thesis supervision signed between the CPU, the CDEFI and CREPUQ, in October 1996 (hereinafter the “Framework Agreement”).

It comprises the points that must appear in the joint thesis supervision agreement, and points required to ensure the procedure runs smoothly.

As required, the agreement may include additional or complementary aspects in accordance with the provisions and terms and conditions set out in the Framework Agreement.

PREAMBLE

In accordance with the provisions and terms and conditions set out in the Framework Agreement, this agreement is reached between:

the French institution _____

represented by its President or Principal,

(last name, first name, title)

and

the Quebec institution _____

represented by _____,

(last name, first name, title)

It concerns:

(last name, first name)

M: or F: born on: _____ at _____
(city, country)

of _____ citizenship.

ADMINISTRATIVE DETAILS**Section 1 - Registration**

(The Doctoral Student must register at both institutions.)

The Doctoral Student is enrolled:

1) at _____
(French institution)

in the doctoral program, _____ major

as of the _____ academic year

and

2) at _____
(Quebec institution)

In the Ph.D. program, _____ major

as of the _____ academic year.

Registration and tuition fees:

The Doctoral Student shall only pay registration and tuition fees at one of the two partner institutions, according to the terms and conditions specified below:

Section 2 – Academic training and thesis

The thesis topic submitted by the Doctoral Student is (full title):

The Doctoral Student's planned academic training and research work period is usually three years. This period may be extended by special agreement between both institutions, upon the recommendation of both thesis supervisors.

The Doctoral Student performs his academic training and research work alternately at both institutions, in periods agreed to by both thesis supervisors based on the following terms and conditions:

- planned periods at the French institution:
(years and number of months) _____
- planned periods at the Quebec institution:
(years and number of months) _____

Protection of the thesis topic and its publication, use and protection of the results from the Doctoral Student's research work at both institutions shall be subject to regulation in force and maintained in accordance with the specific procedures of each country participating in the joint thesis supervision.

Where applicable, the provisions respecting the protection of intellectual property rights shall be the subject to an appendix in this agreement.

Section 3 – Social security and civil liability

(subject to additional information)

The Doctoral Student's social security and civil liability coverage shall be provided under the following conditions:

- at his home institution, the Doctoral Student receives:

- during his time at the host institution, the Doctoral Student receives:

N.B.: Students in France who are enrolled in the doctoral program before their 28th birthday are covered by the Student Social Security Plan (supplementary mutual insurance is recommended); in addition, voluntary insurance is required for registration. Furthermore, the Doctoral Student must have civil liability insurance.

EDUCATIONAL DETAILS

Section 4 – Thesis supervisors

The Doctoral Student performs academic training and research work under the joint responsibility of a thesis supervisor in France and a thesis supervisor in Quebec, subject to prior agreement:

- at the French institution _____

The Doctoral Student's thesis supervisor is: _____
(last name and first name)

(title and function)

- at the Quebec institution _____

The Doctoral Student's thesis supervisor is: _____
(last name and first name)

(title and function)

Both thesis supervisors fully agree to perform their duties as tutor of the Doctoral Student. They jointly exercise the powers granted to thesis supervisors in France and in Quebec.

Section 5 – Academic training**Doctoral Student's educational activities:**

(specify all courses, seminars, etc., at each institution)

Thesis examination

After consultation between the two thesis supervisors and according to the knowledge the Doctoral Student has acquired in his prior academic training and the objectives of the program or education, the preparation and content of the Quebec thesis examination shall be adapted as follows (provide details):

Section 6 – Thesis defense

The thesis will result in a single defense, recognized by both institutions.

The examination committee is comprised of scientists appointed jointly by both partner institutions. It must include the two thesis supervisors and a member not from either institution.

Other aspects:

- The Doctoral Student shall defend his thesis: in France or in Quebec
- at: _____
(name of institution)
- The defense shall take place in _____
(month and year)
- The thesis shall be written and defended in _____
(language)
- The thesis summary shall be written and presented in _____
(language)

N.B.: The Doctoral Student is required to write either the thesis or summary in French; he is required to defend the thesis or present an oral summary in French.

Section 7 – Awarding of two diplomas

Upon the approval of the examination committee,

the French institution

agrees to confer to _____

the academic degree and title of doctor and issue the corresponding diploma to him

and

the Quebec institution _____

agrees to confer to _____

the academic degree of Ph.D. and issue the corresponding diploma to him.

The wording of each degree shall mention the collaboration of the partner institution and the joint thesis supervision.

Section 8 – Submitting, describing and reproducing the thesis

In both countries, the submission, description and reproduction of the thesis shall be carried out according to the regulation in force.

OTHER PROVISIONS

Note: This section is optional. It allows for additional provisions, such as in respect to housing or financial aid given to the Doctoral Student. In all cases, these provisions shall be established in accordance with the provisions and terms and conditions set out in the Framework Agreement.

Made in _____ original copies, on _____

Doctoral Student

French Institution

Thesis Supervisor

Dean of Graduate Studies

President of Institution

Quebec Institution

Thesis Supervisor

Dean of Graduate Studies

Vice Provost of Academic Affairs