

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

Submitted for approval

Conforming to the 1996 framework agreement (MOU) for joint doctoral training between France and Québec, 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 de Bordeaux, 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

Doctorant(e) / doctoral student: [REDACTED]

PRÉAMBULE

Conformément aux dispositions et modalités arrêtées dans la Convention- cadre d'octobre 1996 sur les cotutelles de thèse entre la Conférence des Présidents d'Université (CPU), la Conférence des Directeurs d'Écoles et de Formations d'ingénieurs (CDEFI), et la Conférence des recteurs et des principaux des universités du Québec (CREPUQ) (renommé Bureau de coopération universitaire (BCI),

Et pour la France, conformément à:

- l'arrêté du 6 janvier 2005 relatif à la cotutelle internationale de thèse ;
- l'arrêté du 7 août 2006 modifiant l'arrêté du 6 janvier 2005 relatif à la cotutelle internationale de thèse ;
- l'arrêté du 7 août 2006 relatif aux modalités de dépôt, de signalement, de reproduction, de diffusion et de conservation des thèses ou des travaux présentés en soutenance en vue du doctorat ;
- l'arrêté du 7 août 2006 relatif à la formation doctorale ;
- le décret n° 2013-805 du 3 septembre 2013 portant création de l'Université de Bordeaux
- La charte des thèses

La présente convention est conclue **entre**:

L'établissement français:
UNIVERSITE DE BORDEAUX
35 place Pey Berland, 33000 Bordeaux (France)
Représenté par son président Pr Manuel Tunon de Lara

et

L'établissement québécois:
McGill University
845 Sherbrooke Street West, Montreal, Quebec,
Canada H3A 0G4 (Québec, Canada)
Représenté par son prévôt, Prof. Christopher Manfredi

et concerne le(la) doctorant(e):

né(e) le [REDACTED]

Le sujet de thèse déposé par le/la doctorant(e) est (intitulé complet) :

Neurodevelopmental effects of microglia in prenatal infection

PREAMBLE

Pursuant to the principle stated in the 1996 framework agreement on the recognition of degrees and validation of doctoral studies under cotutelle programs (joint thesis supervision framework agreements) 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), now the Office of Inter-University Cooperation (BCI),

And for France, in view of the following :

- The order of January 6, 2005 pertaining to the international supervision of thesis (cotutelle);
- The order of August 7, 2006 modifying the order of January 6, 2005 pertaining to the international supervision of thesis (cotutelle);
- The order of August 7, 2006 concerning the registration, reporting, reproduction, dissemination and preservation of thesis or works submitted during the defence;
- The order of August,7 2006 pertaining to the doctoral studies;
- The decree n°2013-805 of September 3, 2013 pertaining to the creation of the University of Bordeaux
- The doctoral charter

This agreement is reached **between**:

The French institution
UNIVERSITE DE BORDEAUX
35 place Pey Berland, 33000 Bordeaux (France)
represented by its President Pr Manuel Tunon de Lara

and

the Quebec institution
McGill University
845 Sherbrooke Street West, Montreal, Quebec,
Canada H3A 0G4 (Québec, Canada)
represented by its Provost Prof. Christopher Manfredi

and it concerns the Doctoral Student:

born on [REDACTED]

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

Neurodevelopmental effects of microglia in prenatal infection

Doctorant(e) / doctoral student: [REDACTED]

MODALITES ADMINISTRATIVES / ADMINISTRATIVE DETAILS

Article 1 – Durée

 La thèse commencera le : **1 janvier 2015**

 La durée prévisionnelle de la scolarité et des travaux de recherche du (de la) doctorant(e) est de **trois années**.

 Une autorisation dérogatoire en 4^{ème} année pourra être accordée dans les conditions spécifiées à l'article 12.

Article 2 – Inscription

Le(la) doctorant(e) s'inscrit obligatoirement dans les deux établissements à compter de l'année universitaire : 2014-2015.

Le(la) doctorant(e) est inscrit :

- A l'Université de Bordeaux à l'école doctorale Sciences de la vie et de la Santé, spécialité : Neurosciences
- A l'Université de McGill au programme de doctorat en Neurosciences

Droits d'inscription et de scolarité:

Le(la) doctorant(e) paiera les droits d'inscription et de scolarité dans un seul des deux établissements partenaires par année, comme convenu ci-après :

 (*Université McGill*)

- Session Hiver 2015
- Session Été 2015
- Session Automne 2015
- Session Automne 2016

 (*UBx*)

- Année universitaire 2014-15
- Année universitaire 2016-17

 En cas d'autorisation dérogatoire en 4^{ème} année, les conditions de paiement pour l'année 2017-2018 sont spécifiées à l'article 12.

Article 3 - Mobilité

Le(la) doctorant(e) effectue sa scolarité et ses travaux de recherche en alternance entre les deux établissements, par périodes déterminées d'un commun accord entre les deux directeurs de thèse selon les modalités prévisionnelles suivantes :

Article 1 – Duration

 The thesis will start on: **January 1 2015**

 The Doctoral Student's planned academic training and research work period is **three years**.

Permission to conduct a 4th year might be exceptionally granted according to the conditions specified in article 12.

Article 2 - Registration

The Doctoral Student must register at both institutions as of the 2014-2015 academic year.

The Doctoral Student is enrolled:

- At the University of Bordeaux in the Doctoral school for Life and Health Science, Major : Neurosciences
- At McGill University in the Ph.D. program in Neuroscience

Registration and tuition fees:

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

 (*McGill University*)

- Winter 2015
- Summer 2015
- Fall 2015
- Fall 2016

 (*UBx*)

- Academic session 2014-15
- Academic session 2016-17

In case of a 4th year, payment terms for the 2017-2018 academic year are specified in article 12.

Article 3 –Mobility

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:

Doctorant(e) / doctoral student: [REDACTED]

(UBx) périodes prévisionnelles :

- janvier 2016 – juin 2016
- janvier 2017 - décembre 2017

(Université McGill) périodes prévisionnelles

- janvier 2015 – décembre 2015
- juillet 2016 – décembre 2016

Note : le(la) doctorant(e) doit séjourner dans chaque université près de la moitié du doctorat au cours de sa scolarité.

Tout changement important doit être signalé par écrit par les directeurs de thèse :

- (UBx) Direction de la Recherche, de la Valorisation et du Doctorat
(cotulledoctorat@u-bordeaux.fr)
- (Université McGill) Décanat des études supérieures et postdoctorales
(maggie.docouto@mcgill.ca)

En cas d'autorisation dérogatoire en 4^{ème} année, les conditions de mobilité pour l'année 2017-2018 sont spécifiées à l'article 12.

Article 4 - Financement :

Le(la) doctorant(e) doit s'assurer d'obtenir les ressources financières nécessaires pour assurer sa mobilité dans le cadre de la présente convention.

Le(la) doctorant(e) bénéficie d'un financement de:

- idEx Bordeaux.
- Douglas Institut universitaire en santé mentale.

En cas d'autorisation dérogatoire en 4^{ème} année, les conditions de financement pour l'année 2017-2018 sont spécifiées à l'article 12.

Article 5 - Couverture sociale et responsabilité civile

La couverture sociale et la responsabilité civile du(de) la) doctorant(e) seront assurées dans les conditions suivantes:

- Lors de ses séjours en France, le(la) doctorant(e) devant être obligatoirement en situation régulière au vue de la sécurité sociale et souscrire une assurance personnelle responsabilité civile.
- Lors de ses séjours dans l'établissement québécois, le(la) doctorant(e) bénéficie de la couverture d'assurance médicale limitée incluse dans les frais d'inscription payés à l'institution

(UBx) planned periods :

- January 2016 – June 2016
- January 2017 – December 2017

(McGill University) planned periods :

- January 2015 – December 2015
- July 2016 – December 2016

Note: the Doctoral Student should perform approximately half of the doctoral training at each university.

Any change to this schedule must be submitted in writing by the doctoral supervisors to:

- (UBx) Division for Research Administration, Promotion and Doctoral Studies
(cotulledoctorat@u-bordeaux.fr)
- (McGill University) Graduate and Postdoctoral Studies
(maggie.docouto@mcgill.ca)

In case of a 4th year, mobility requirements for the 2017-2018 academic year are specified in article 12.

Article 4 - Funding :

The Doctoral Student must have the necessary financial resources to ensure his/her mobility within the framework of this agreement.

The Doctoral Student benefits from funding from:

- idEx Bordeaux.
- Douglas Mental Health University Institute

In case of a 4th year, funding requirements for the 2017-2018 academic year are specified in article 12.

Article 5 – Social security and civil liability

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

- During his/her stay in France, the Doctoral Student must have a social scheme and contract a civil liability insurance.
- At the Quebec institution, the Doctoral Student is beneficiary of Limited medical insurance included in the fees paid to the institution.

Doctorant(e) / doctoral student: [REDACTED]

MODALITES PEDAGOGIQUES / EDUCATIONAL DETAILS

Article 6 - Directeurs de th se

Le(la) doctorant(e) effectue sa scolarit  et ses travaux de recherche sous la responsabilit  conjointe d'un directeur de th se en France et d'un directeur de th se au Qu bec, les deux directeurs ayant d j   tabli une collaboration :

- (UBx) directrice de th se :
Sophie LAYE, UMR 1286 NutriNeuro
- (Universit  McGill) directeur de th se :
Giamal Luheshi, Dept. de Psychiatrie, Douglas
Institut universitaire en sant  mentale.

Les deux directeurs de th se s'engagent   exercer pleinement la fonction de tuteur aupr s du(de la) doctorant(e). Ils exercent conjointement les comp tences attribu es en France et au Qu bec   un directeur de th se ou de travaux.

Article 7 - Activit s p dagogiques

Le(la) doctorant(e) devra valider   l'Universit  McGill :

- 2 cours de 3 cr dits, choisi par le/la doctorant(e) en concertation avec ses directeurs de th se
- examen de compr hension obligatoire,   r aliser en Janvier 2017

Article 8 - Soutenance

L'examen du manuscrit est r alis  par deux rapporteurs selon les recommandations et proc dures en vigueur   :

Universit  de Bordeaux Universit  McGill

Note : En cas d'incompatibilit  des proc dures au regard de l'examen pr alable du manuscrit, les deux institutions partenaires pr voiront dans la convention des conditions particuli res adapt es   leurs proc dures locales.

L'approbation par les deux rapporteurs donne lieu   une soutenance unique, reconnue par les deux  tablissements.

Lieu et date de soutenance :

Le(la) doctorant(e) soutiendra sa th se :

Universit  de Bordeaux Universit  McGill

La soutenance devrait avoir lieu **au plus tard en D cembre 2017.**

Article 6 – 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:

- (UBx) thesis supervisor :
Sophie LAYE, UMR 1286 NutriNeuro
- (McGill University) thesis supervisor:
Giamal Luheshi, Dept. of Psychiatry, Douglas
Mental Health University Institute

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

Article 7 – Academic training

The Doctoral Student must complete successfully, at McGill University :

- Two three-credit courses, chosen by the student in consultation with the supervisors
- Mandatory comprehensive exam, to be taken January 2017

Article 8 – Thesis defense

Examination of the written thesis will be done by two examiners according to the guidelines and procedures in effect at:

University of Bordeaux McGill University

Note: In case of incompatible procedures with regard to the examination of the written thesis, the two partner institutions will specify in this agreement special conditions adapted to each local framework.

Approval by both examiners will result in a single defense, recognized by both institutions.

Location and Date :

The Doctoral Student shall defend the thesis at:

University of Bordeaux McGill University

The defense should take place **by December 2017 at the latest.**

Doctorant(e) / doctoral student: [REDACTED]

La date limite de soutenance peut  tre prolong e en cas d'autorisation d rogatoire en 4^{ me} ann e, dans les conditions  nonc es   l'article 12.

Le jury de soutenance est nomm  conjointement par les deux  tablissements partenaires. Les deux  tablissements s'engagent   trouver un accord consensuel dans le respect de leur r glementation applicable, tenant compte des recommandations d finies ci-apr s.

Le jury de soutenance est compos  de scientifiques (5 ou 7) dont la majorit  ne peut  tre issue des deux  tablissements et  tre  troitement impliqu e dans le projet de th se. Il comprend obligatoirement les deux directeurs de th se. Les membres du jury d signent parmi eux un Pr sident qui doit  tre un professeur ou assimil . Un Directeur de th se ne peut pas  tre choisi comme Pr sident de jury. Le Pr sident du jury  tablit un rapport de soutenance contresign  par les membres du jury.

L'organisation et l' valuation de l'examen oral suivront les recommandations et proc dures en vigueur   l'institution o  la soutenance se r alise.

Le(la) doctorant(e) et les directeurs de th se ont la responsabilit  de transmettre tous les documents n cessaires aux services de chaque universit  en charge de la pr paration des dipl mes selon les proc dures locales en vigueur.

Frais li s   la soutenance :

Les deux parties s'engagent   participer r ciproquement et de mani re  quilibr e aux frais de soutenance.

Langue :

La th se sera r dig e et soutenue en :

Fran ais Anglais Autre, sp cifiez _____

Le r sum  de la th se sera r dig  :

Fran ais Anglais Autre, sp cifiez _____

N.B. : le(la) doctorant(e) est tenu de r diger soit la th se, soit le r sum , en langue fran aise ; il est tenu de soutenir la th se ou de pr senter le r sum  oral en langue fran aise.

Article 9 - D livrance des deux dipl mes

Sur avis favorable du jury de soutenance, l' tablissement fran ais et l' tablissement qu b cois s'engagent   conf rer au (  la) doctorant(e) le grade de docteur / de PhD et   lui d livrer les dipl mes correspondants :

- Doctorat de l'Universit  de Bordeaux, Sp cialit  Neurosciences

The deadline to defend the thesis may be extended if permission of a 4th year is granted according to the terms specified in article 12.

The oral examination committee is appointed jointly by both partner institutions. The two partner institutions commit themselves to find a common agreement in accordance with their applicable regulations, respecting the guidelines outlined below.

The examination committee is comprised of scientists (5 or 7), the majority of which cannot be from either institution and cannot have been closely involved with the thesis. The committee must also include the two thesis supervisors. The examination committee will nominate a Chair among its members, who should be professor (or of equivalent status) and who cannot be one of the two supervisors. The Chair will be in charge of writing the final thesis committee report that will have to be signed by each thesis committee member.

The organization and evaluation of the oral defense will follow the guidelines and procedures in effect at the institution at which the defense will take place.

The PhD student and thesis supervisors are responsible for forwarding all necessary documents to the services at each university responsible for preparing the diplomas, according to the local procedures in effect.

Arrangements for the financial support of the defense:

The parties commit themselves through this agreement to participate mutually and in a balanced way to the financial support of the defense.

Language:

The thesis shall be written and defended in

French English Other, specify _____

The thesis summary shall be written in :

French English Other, specify _____

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

Article 9 - Awarding of two diplomas

Upon the approval of the examination committee, the French institution and the Quebec institution agree to confer to the Doctoral Student the academic degree and title of doctor and issue the corresponding diploma:

- Doctorat de l'Universit  de Bordeaux, Sp cialit  Neurosciences

Doctorant(e) / doctoral student: [REDACTED]

- PhD en Neurosciences à l'Université McGill

Le libellé de chaque diplôme fera mention de la collaboration de l'établissement partenaire ainsi que de la cotutelle.

Article 10 - Dépôt, signalement et reproduction de la thèse

Dans chaque pays, le dépôt, le signalement et la reproduction de la thèse seront effectués selon la réglementation en vigueur.

Les modalités de protection du sujet, de dépôt, signalement et reproduction de la thèse, ainsi que celles de la gestion des résultats de recherche communs aux laboratoires impliqués, de leur publication et de leur exploitation, sont arrêtées conformément aux législations spécifiques à chaque pays impliqué dans la préparation de la thèse. Des modalités particulières de protection ou de diffusion des résultats de la thèse pourront être définies si la confidentialité s'impose.

Conformément à l'arrêté du 7 août 2006 sur la formation doctorale, l'Université de Bordeaux a choisi le dépôt électronique de la thèse obligatoire. Le dépôt se fait à : *SCD Allée Baudrimont, Bât B20 CS 70001 33405 Talence.*

Article 11 - publication, l'exploitation et la protection des résultats de recherche

La protection du sujet de thèse ainsi que la publication, l'exploitation et la protection des résultats de recherche issus des travaux de recherche du (de la) doctorant(e) dans les deux établissements seront assujetties à la réglementation en vigueur et assurées conformément aux procédures spécifiques à chaque pays impliqué dans la cotutelle. Si nécessaire, les dispositions relatives à la protection des droits de propriété intellectuelle feront l'objet d'une annexe spécifique à cette convention.

Article 12 – Demande dérogatoire d'inscription en 4^{ème} année

La thèse pourra être prolongée d'une année universitaire par accord spécifique entre les deux établissements sur proposition conjointe des deux directeurs de thèse.

La demande doit être déposée au plus tard au 1er octobre 2017 selon les calendriers et procédures en vigueur dans chaque établissement, à :

- PhD in Neuroscience, McGill University

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

Article 10 – Submitting, reporting and reproducing the thesis

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

The regulations of thesis subject protection, registration, reporting and reproduction of the thesis, as well as the management of the results of the joint research carried on with the laboratories involved, their publication and their exploitation, shall comply with the legislation of each country involved in the preparation of the thesis. Special procedures for protection or dissemination of the results of the thesis may be defined when confidentiality is required.

Having regard to the order of August 7, 2006 relating doctoral studies, the University of Bordeaux chose the electronic deposit of the thesis to be done: *SCD Allée Baudrimont, Bât B20 CS 70001 33405 Talence.*

Article 11 - publication, exploitation and protection of the results

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 the regulations in effect 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.

Article 12 – Request of a 4th year of registration

The thesis may be extended by one academic year by special agreement between both institutions, upon the recommendation of both thesis supervisors.

The request must be submitted no later than October 1st 2017 according to the calendars and procedures in effect at each university, to:

Doctorant(e) / doctoral student: [REDACTED]

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> • (UBx) Ecole doctorale Sciences de la Vie et de la Santé • (McGill University) McGill University, Graduate and Postdoctoral Studies
(maggie.docouto@mcgill.ca) | <ul style="list-style-type: none"> • (UBx) Doctoral school for Life and Health Science • (McGill University) McGill University, Graduate and Postdoctoral Studies
(maggie.docouto@mcgill.ca) |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

La demande sera évaluée par les instances compétentes de chaque établissement.

The request will be assessed by the competent bodies at each university.

Les directeurs de thèse devront en outre justifier d'un financement complémentaire pour la durée de la prolongation, et spécifier les périodes de présence du doctorant dans chaque établissement.

The thesis supervisors will have to provide funding proof for the time of the extension, and specify the time spent at each university.

Note : le(la) doctorant(e) devra séjourner au minimum 4 mois dans chaque établissement.

Note : the Doctoral Student must stay a minimum of 4 months in each university.

A l'Université de Bordeaux, le(la) doctorant(e) devra parallèlement informer la Direction de la Recherche, de la Valorisation et du Doctorat (cotulledoctorat@u-bordeaux.fr) et transmettre le schéma de mobilité déterminé.

At the University of Bordeaux, the Doctoral Student must inform in parallel the Division for Research Administration, Promotion and Doctoral Studies (cotulledoctorat@u-bordeaux.fr) and transmit the agreed mobility plan.

En cas d'acceptation de la demande, le(la) doctorant(e) devra obligatoirement se réinscrire administrativement dans les deux établissements pour l'année universitaire 2017-2018.

If the request is accepted, the Doctoral Student must register at the two institutions for the 2017-2018 academic year.

Les instances compétentes de chaque université détermineront conjointement l'institution à laquelle le(la) doctorant(e) devra payer les droits d'inscription, en fonction du schéma de mobilité pour cette dernière année.

The competent bodies at each university will mutually determine to which institution the fees will be paid, depending on the student's mobility plan for this final year.

Le(la) doctorant(e) devra être en règle lors de ses séjours dans chaque établissement au regard de la couverture sociale et responsabilité civile.

The student must have a civil liability contract and social coverage during the time spent at each university.

La date limite de soutenance est reportée à Décembre 2018. En cas de rejet de la demande dérogatoire d'inscription en 4^{ème} année, la date limite de soutenance est maintenue à Décembre 2017.

The deadline to defend the thesis is postponed to December 2018. In case permission for a 4th year is not given, the deadline to defend the thesis is December 2017.

Article 13 – Validité

Article 13 – Validity

La présente convention est conclue pour une durée de 48 mois à compter du 1^{er} janvier 2015.

This agreement shall remain in effect for 48 months from January 1 2015.

La convention sera résiliée de plein droit au 31/12/2017 en l'absence d'autorisation de réinscription en 4^{ème} année dans les conditions énoncées à l'article 12.

This agreement will be revoked by 31/12/2017 without permission of a 4th year registration, according to the terms specified in article 12.

En cas de modification limitée sur le contenu de cette convention, un avenant peut être proposé par les deux établissements.

In the event of minor changes to the agreement, an amendment may be proposed by the two institutions.

Doctorant(e) / doctoral student: [REDACTED]

La présente convention peut être résiliée de plein droit par l'une ou l'autre des parties en cas d'inobservation des clauses qu'elle contient.

La convention est notamment résiliée de plein droit en cas d'absence d'inscription du(de la) doctorant(e) constatée par l'un ou l'autre établissement ou en cas de désistement en cours de thèse du doctorant. Dans ce cas, le(la) doctorant(e) est tenu(e) d'en informer par écrit ses deux directeurs de recherche et les directeurs des écoles doctorales.

**Coordonnées des services de cotutelle
(adresse postale)**

(UBx)

Université de Bordeaux
Campus de Talence
Pôle RIPI – DiRVED, Bât A33
351 cours de la Libération CS 10004
33 405 Talence CEDEX – France
cotutelledoctorat@u-bordeaux.fr

(Université McGill)

Décanat des études supérieures et postdoctorales
Université McGill
Pavillon James de l'administration
845, rue Sherbrooke Ouest, bureau 400
Montréal (Québec) Canada H3A 0G4
maggie.docouto@mcgill.ca

This agreement may be revoked by a written request submitted by one party in the event that the terms are not respected.

The agreement will become null and void in the event that the Doctoral Student does not enroll in either of the institutions concerned, or is not pursuing his/her doctoral studies. In this case, the Doctoral Student must inform his/her supervisors and the directors of the doctoral schools.

**Administrative contacts for the establishment and
the follow-up of the agreement (postal address)**

(UBx)

Université de Bordeaux
Campus de Talence
Pôle RIPI – DiRVED, Bât A33
351 cours de la Libération CS 10004
33 405 Talence CEDEX – France
cotutelledoctorat@u-bordeaux.fr

(McGill University)

Graduate and Postdoctoral Studies
McGill University
James Administration Building
845 Sherbrooke Street West, Room 400
Montreal, Quebec, Canada H3A 0G4
maggie.docouto@mcgill.ca

Doctorant(e) / doctoral student: [REDACTED]

Les signataires déclarent avoir lu et accepté les conditions présentées dans cet accord.
The signatories declare that they have read and accept the conditions laid down in the present Contract.

Université de Bordeaux	McGill University
Président / President Prof. Manuel TUNON de LARA <i>date & signature</i> 28 July 2015	Prévôt / Provost Prof. Christopher MANFREDI <i>date & signature</i> 29 July 2015
Visa :	
Directeur de l'Ecole doctorale / Director of the doctoral school Prof. Roger MARTHAN <i>date & signature</i>	Doyenne des études supérieures et postdoctorales/ Dean of Graduate and Postdoctoral Studies Prof. Josephine NALBANTOGLU <i>date & signature</i> July 24, 2015
Directrice de thèse / Thesis supervisor Prof. Sophie LAYE <i>date & signature</i>	Directeur de thèse / Thesis supervisor Prof. Giamal LUHESHI <i>date & signature</i> July 24, 2015
La doctorante / The Doctoral Student 	

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: Winter 2015Admission Level: PhD Cotutelle-France Cotutelle-U21Name of Partner Institution: Université de Bordeaux**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)
NEUR 602	Current Topics in Neuroscience (Neuroinflammation)	3	Fall 2015
PSYT 630	Statistics for Neurosciences	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)
NEUR 700 Doctoral Candidacy Examination	McGill	Fall 2016

- **Other:**
(Thesis, etc.)

(e.g. Thesis, Research proposal prior to indicate a date)
Research Proposal : December 2015
Final Thesis Submission : December 2017

Approvals sign-off:

From	Name	Signature	Date
Student	[REDACTED]	[REDACTED]	July 28, 2015
Supervisor	Giamal Luheshi	<i>d. d. luheshi</i>	July 26, 2015
Department GPD	JOSEPH ROCHFORD	<i>Joseph Rochford</i>	AUGUST 4/2015
Department Chair	David RABSDALE	<i>David Rabsdale</i>	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:

<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Refusal (Reasons)		
MAGGIE DO COUTO	<i>Maggie Do Couto</i>	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>

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