

Cotutelle (Joint Thesis Supervision)

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James Administration Bldg. – Room 301

Presentation Overview

1. What is a Cotutelle (Joint Thesis Supervision)?
2. Objectives
3. Roles and Responsibilities
4. General Administrative Processes
5. GPS Contact

What is a Cotutelle (Joint Thesis Supervision)?

Cotutelle is an agreement on joint supervision at the doctoral level. Such agreements can be entered into between two cooperating institutions, a Ph.D. student and his/her co-supervisors.

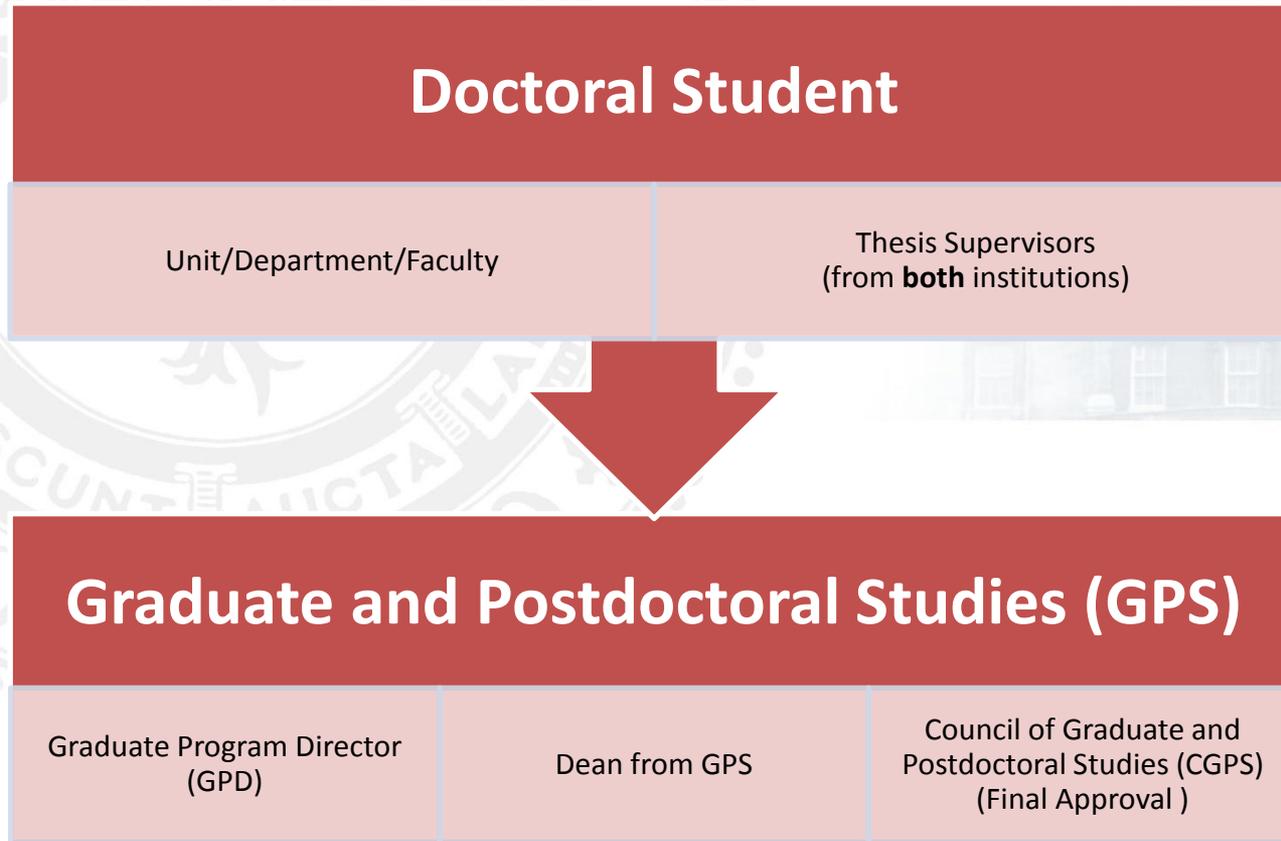
The Cotutelle (Joint Thesis Supervision) agreement regulates registration, supervision, the evaluation of the thesis, and the oral defence. Students are expected to spend roughly half their time at each institution. Students are awarded a single degree but two diplomas, one from each institution, indicating the collaboration of the partner institution.

Objectives

The goal of a Cotutelle (Joint Thesis Supervision) agreement is to enhance student training and experience, and to facilitate collaboration and cooperation between the partner institutions. These agreements give students the benefit of carrying out doctoral research at two different institutions under the guidance of two supervisors with a pre-existing or emerging collaboration.

It is a unique opportunity that opens access to an international level of research.

Roles and Responsibilities



Roles and Responsibilities

1. Doctoral Student must :

- Write to the Graduate Program Director (GPD) of the McGill graduate program to which s/he will apply, stating the intention to apply to a Cotutelle (Joint Thesis Supervision). Ask about the departmental procedures for identifying potential supervisors. In some departments, the GPD helps to find a supervisor while in others students are expected to contact prospective supervisors themselves.
- Get confirmation in writing from the potential co-supervisors at each institution at which the student wants to study that (pending admission) they will be willing to jointly supervise him/her.
- Apply to the appropriate graduate program at McGill and at the partner institution.

Roles and Responsibilities (continued)

- If admitted into the graduate program, ask the McGill supervisor(s) and the GPD to contact Graduate and Postdoctoral Studies to obtain the official documentation required for approval of a Cotutelle (Joint Thesis Supervision) agreement:
 - ❖ Memorandum of Agreement (MOA);
 - ❖ Request for Approval of a Cotutelle (Joint Thesis Supervision) Form (GPS internal form).
- The co-supervisors and the GPD complete the MOA, and the Request for Approval of a Cotutelle (Joint Thesis Supervision) Form, obtain the signatures required, and submit both documents to GPS.

Roles and Responsibilities (continued)

2. Graduate and Postdoctoral Studies (GPS):

- Once GPS receives the completed and signed documents, GPS will require the Doctoral Student to provide a copy of the Ph.D. requirements of the program at the partner institution.
- GPS' Program Team will review the documents in consultation with the GPD before approving the request for a Cotutelle (Joint Thesis Supervision) agreement.
- GPS will submit documentation to Council of Graduate and Postdoctoral Studies (CGPS) for approval.
- After CGPS' approval, GPS will send the approved Memorandum of Agreement (MOA) electronically to all the parties involved in the process.

General Administrative Processes

- The Doctoral Student receives academic training and performs research work under the joint responsibility of a Thesis Supervisor from McGill University (Quebec) and a Thesis Supervisor from the partner institution involved in the Joint Thesis Supervision.
- Both Thesis Supervisors fully agree to perform their duties as tutor of the Doctoral Student. They jointly exercise the responsibilities granted to thesis supervisor in Quebec and in their country.
- The Thesis Supervisors set out the Doctoral Student's program of study (course requirements, courses and seminars, written and oral exam procedures for the comprehensive exam), and the residency period in each institution.

General Administrative Processes (continued)

- Doctoral Students are required to satisfy the academic requirements of each Ph.D. program at both institutions and to comply with both institutions' academic regulations.
- Pending official approval, Doctoral Students are required to pay their tuition fees within the deadlines in order to avoid late fees. Once the Cotutelle (Joint Thesis Supervision) agreement is approved, their record will be coded appropriately and their tuition fees will be adjusted accordingly.

For more information, please contact:

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