

REGULATIONS FOR THE AWARDING OF DOCTORAL DEGREES FROM
THE UNIVERSITY OF ALGARVE UNDER THE INTERNATIONAL JOINT-SUPERVISION REGIME

PREAMBLE

Joint supervision is the regime under which a doctoral student can simultaneously obtain a doctoral degree from two or more higher education institutions offering doctoral programmes, either with or without taught components, as long as the participating institutions recognise said programmes as being congeneric.

Whereas, pursuant to article 41 et seq. of Decree-Law 74/2006 of 24 March, which approves the Legal Regime Governing Higher Education Degrees and Diplomas, amended and republished by Decree-Law 65/2018 of 16 August, higher education institutions may partner with other Portuguese or foreign higher education institutions to offer study cycles leading to the awarding of degrees and diplomas;

Whereas there is a need at the University of Algarve to regulate the procedures aimed at the awarding of doctoral degrees under the joint-supervision regime;

Whereas, pursuant to Article 33, paragraph 1, subparagraph r) of the Statutes of the University of Algarve, approved by Regulatory Order 65/2008, published in the [Official Portuguese Gazette] *Diário da República*, 2nd series, number 246, dated 22 December, the Rector is responsible for approving the regulations provided for by law and by the statutes,

Following the public consultation on the regulatory project, jointly pursuant to Articles 97 to 101 of the Code of Administrative Procedure and to Article 110, paragraph 3, of Law 62/2007 of 10 September, which approves the Legal Regime Governing Higher Education Institutions [abbreviated, in Portuguese, to RJIES], and having heard the Academic Senate, pursuant to Article 38, paragraph 3, subparagraph j) of the Statutes of the University of Algarve, the Regulations governing the awarding of doctoral degrees from the University of Algarve under the international joint-supervision regime are approved, pursuant to paragraphs d) and o) of the RJIES, and to Article 33, paragraph 1, subparagraph r) of the Statutes of the University of Algarve, ratified by Regulatory Order number 65/2008, published in the *Diário da República*, 2nd series, number 246, dated 22 December.

Clause One

Scope

1. The joint-supervision regime referred to in these Regulations applies to students who enrol on congeneric doctoral programmes recognised by the University of Algarve and by one or more foreign partner universities, under the guidance of a professor or researcher from each university.
2. At the University of Algarve, doctoral degrees under the joint-supervision regime are awarded in a given branch of knowledge or related speciality, if applicable, and are encompassed in an accredited third cycle of studies, as long as they strictly comply with the rules set out in these Regulations and in liaison with other applicable regulations in force at this University.

Clause Two

Specific Doctoral Agreement for studies under the international joint-supervision regime

1. The joint-supervision regime must be set out in a Specific Doctoral Agreement for studies under the international joint-supervision regime, said agreement to be formalised between the partner institutions and the student in advance.

2. The Specific Doctoral Agreement for studies under the international joint-supervision regime sets out the work to be done by the doctoral student, the conditions of attendance for the study cycles, and the clauses binding the signatories.
3. The Specific Doctoral Agreement for studies under the international joint-supervision regime presupposes that the doctoral student meets the requirements of the doctoral programme in question.
4. The Specific Doctoral Agreement for studies under the international joint-supervision regime referred to in the previous paragraphs, a draft of which is contained in Appendix One to these Regulations, must:
 - a) Identify the partner higher education institutions at which the doctoral student is properly enrolled;
 - b) Identify the doctoral student;
 - c) Identify the topic of the thesis;
 - d) Identify the doctoral programmes in which the doctoral student is enrolled and the degrees to be awarded, specifying the branch and specialities, if applicable, and the duration of the programmes;
 - e) Specify the period of time to be spent at each institution along with the respective schedule;
 - f) Specify the system of enrolment, fees and other taxes to be paid at each of the institutions;
 - g) Specify the programme of work to be undertaken;
 - h) Identify the supervisors;
 - i) Specify the language in which the thesis will be defended, as well as the venue;
 - j) Specify the criteria for the jury composition and the procedures to be followed in appointing its members;
 - k) Specify the official method to be used for communicating examination results to the partner institution or the documents supporting approval;
 - l) Specify each institution's responsibilities with regard to the jury members' travel expenses;
 - m) Specify the degree or diploma to be awarded by each institution;
 - n) Specify the formula to be used in calculating the final grade and/or qualification;
 - o) Specify the aspects relating to the protection of intellectual property rights;
 - p) Provide information about student insurance and the possible need for students to take out any other insurance cover, as well as information about obtaining visas;
 - q) Provide information about the costs students may incur for travel and accommodation.
5. The Specific Doctoral Agreement for studies under the international joint-supervision regime will be written in English, approved and signed by the senior management of the institutions or by their representatives, and by the doctoral student, the thesis supervisors, the directors of the doctoral programmes and the directors of the organisational units where the doctoral programme is taking place.
6. The Specific Doctoral Agreement for studies under the international joint-supervision regime must be submitted for approval from the scientific body of the organisational unit that the student will attend.
7. The parties to the aforementioned Specific Doctoral Agreement for studies under the international joint-supervision regime must undertake to abide by the rules, regulations and orders in force at each of the partner institutions; and, in situations where the legislation and regulations applicable to each cannot be reconciled, to mutually agree to adopt the solution that offers the best outcome.

Clause Three
Enrolment and fees

1. Doctoral students must be properly enrolled in the study cycles at the partner institutions and must pay the applicable taxes and fees as specified in the Specific Doctoral Agreement for studies under the international joint-supervision regime.
2. In order to confirm that a place is available and that the formal requirements of the study cycle have been met, the Specific Doctoral Agreement for studies under the international joint-supervision regime must be signed before a doctoral student matriculates at the University of Algarve.
3. Doctoral students must renew their enrolment at the institutions where they are enrolled every year until they have completed their degree or obtained their diploma.
4. Doctoral students must pay the University of Algarve the taxes and annual fee set by the General Board, as provided for in the Specific Doctoral Agreement for studies under the international joint-supervision regime. A reduction of 50% in the amount of the annual fee may apply if doctoral students are able to prove that their period of actual attendance is only six months, as provided for in Clause Five. In cases where students actually attend for six months or more, they undertake to pay the fees in full.
5. Doctoral students may be required to provide documents needed to instruct the academic process at any time; these may include proof of matriculation, enrolment and payment of, or exemption from, fees and other taxes at the partner institution.

Clause Four
Doctoral students' duties and responsibilities

Doctoral students' duties and responsibilities include the following:

- a) Doctoral students must punctually pay the exact amount due for fees and taxes to the University of Algarve and the partner institution, as provided for in the Specific Doctoral Agreement for studies under the international joint-supervision regime;
- b) Obey the rules, regulations and guidelines in force at the partner higher education institutions;
- c) Bear the travel and accommodation expenses inherent to their doctoral programme;
- d) Take the necessary steps to take out insurance and, if required, to obtain visas, bearing any applicable costs.

Clause Five
Amount of time spent at the participating institutions

1. Doctoral students spend a period of time working at each of the institutions where the doctoral programme is taking place, under the joint responsibility of the respective supervisors.
2. At the University of Algarve, doctoral students studying under the international joint-supervision regime must spend at least one year at the university, of which a minimum of six months must be spent in actual attendance. The remaining six months may be spent under a system of supervised distance learning. There is no credit system; students must actually do the work in order to pass.
3. Whether or not doctoral students decide to spend part of the work period on the basis of supervised distance learning, they are required, prior to the defence of their thesis, to demonstrate the production of at least one joint publication, with affiliation to the University of Algarve, in a scientific journal or conference minutes, certified by an opinion issued by the supervisor from the University of Algarve.

Clause Six
Registration of the topic of the thesis

When registering the topic of a thesis to be done simultaneously at the participating higher education institutions, the rules in force at the university in question apply.

Clause Seven

Presentation and submission of the thesis

1. The Specific Doctoral Agreement for studies under the international joint-supervision regime determines the language in which a thesis is to be written and defended.
2. Without prejudice to the provisions of the previous paragraph, theses will always be accompanied by an abstract in Portuguese and in English.
3. The joint-supervision regime must be mentioned and the logos of the partner institutions featured on the front cover of theses written under a joint-supervision regime.
4. If a thesis is to be presented at the University of Algarve, it must abide by the rules for presentation and formatting in force at this university.
5. A digital copy of the doctoral thesis must be deposited at a repository belonging to the network of the *Repositório Científico de Acesso Aberto de Portugal* [Portuguese Open Access Scientific Repository], operated by the *Fundação para a Ciência e a Tecnologia, I.P.* [Foundation for Science and Technology].

Clause Eight

Composition and appointment of the jury

1. The rules governing the composition and appointment of the jury must be defined in the Specific Doctoral Agreement for studies under the international joint-supervision regime. They must also obey the legal and regulatory rules in force at the partner institutions.
2. In cases where it is not possible to reconcile the rules in force at the different institutions, the rules to be applied shall be those in force at the institution where the thesis will be defended.
3. Without prejudice to the provision of the previous paragraph, the composition of the jury shall be determined by mutual agreement between the partner institutions. The jury must be representative of the institutions, respect members' parity and include at least one of the supervisors.

Clause Nine

Public thesis defence (viva)

1. A viva to evaluate and discuss a thesis may only be held once and it shall take place at the institution indicated for the purpose in the Specific Doctoral Agreement for studies under the international joint-supervision regime. It is a face-to-face act which complies with the rules in force at the institution where it is taking place.
2. The viva and its outcome are recognised by the partner institution(s) after receipt of the official document confirming the awarding of the degree.
3. If the final grading scales at the various partner higher education institutions differ, the jury must award the grade or qualification applicable to each and this fact must be mentioned on the viva report.
4. The partner higher education institutions must specifically ensure that the Specific Doctoral Agreement for studies under the international joint-supervision regime sets out the means for communicating the outcome of the examinations.

Clause Ten

Awarding of the Degree of Doctor and the Doctoral Diploma

1. The degree of Doctor is awarded by the institutions at which the doctoral student is enrolled, in the branch of knowledge or related speciality, after passing the viva at which the student defended their thesis.
2. The degree and diploma shall be awarded pursuant to the legislation in force, with specific mention of the international joint-supervision.
3. The diploma issued the University of Algarve will be accompanied by a diploma supplement and must necessarily mention the higher education institutions involved as partners under the joint-supervision regime.

Clause Eleven

Protection of intellectual property rights

1. Intellectual property rights related to the findings obtained during a doctoral programme under a joint-supervision regime shall be protected pursuant to the legislation in force at each institution.
2. Findings obtained in the scope of the research carried out are not eligible for patent registration or for commercial exploitation by any partner institution(s) without the express consent of the other(s).
3. Consent to register patents or exploit findings for commercial purposes shall be tacitly deemed to have been granted if no reply is received from the institution(s) asked for such consent within a maximum of 90 working days.

Clause Twelve

Affiliation

In all publications, scientific communications or other forms of reporting the knowledge produced as a result of a doctoral programme carried out under a joint-supervision regime, the doctoral student must present multiple affiliations, pursuant to the rules in force at each of the partner institutions.

Clause Thirteen

Situations not covered and questions

Situations not covered in these Regulations shall be governed by the legislation and regulations in force at each of the partner institutions. Situations not covered and questions raised in relation to their application shall be resolved by mutual agreement between the competent bodies after the respective directors of the doctoral programmes have been heard.

Clause Fourteen

Revocation clause

Starting on the date of entry into force of these Regulations, all legal instruments entered into between the University of Algarve and Portuguese and foreign higher education institutions, in respect of the awarding of doctoral degrees under a joint-supervision regime, are deemed revoked.

Clause Fifteen

Entry into force

These regulations come into force on the day following their publication in the *Diário da República*.