**DOCTORATE PROGRAMME / PROGRAMA DE DOCTORAT**

 **THESIS COMMITTEE PROPOSAL / PROPOSTA DE COMITÈ DE TESI**

**Write only on the parts in pink color / Escriviu només en les parts rosades**

Existing doctoral regulations require the nomination of a 3-person doctoral committee charged with providing support and guidance to the doctoral student. The committee must meet once a year and produce a mandatory report on the student’s progress. It must fulfill the following requirements:

a. It is chaired by the **doctoral tutor** initially appointed by the doctoral commission and who may or may not be the thesis supervisor. The tutor is a professor or researcher at the Universitat Oberta de Catalunya, is also the person who is required to fill this form, obtain the conformity of the additional members, convene the meetings and liaise with the doctoral program for evaluations and yearly reports (address: phd\_school@uoc.edu).

b. The thesis supervisor MUST be one of the 3 members.

c. Should a co-supervision be proposed, the two co-supervisors MUST be amongst the 3 members too.

d. One member must be an expert not in the payroll of the Universitat Oberta de Catalunya.

e. Three members is the maximum and the minimum. No exceptions are possible.

f. The proposal may include a change of tutor. The committee can be reshaped later if needed with the authorization of the doctoral commission.

g. The committee must be constituted within the first six months since the student’s registration; although we recommend to do it as early as possible.

Other instructions and recommendations:

h. The composition of the doctoral committee has no bearing on the granting of international mentions or industrial doctorates.

i. This application can be filled in Catalan, Spanish or English.

j. Information about the so-called “live sexennia” are of utmost importance. Applications without the necessary details on this issue will not be valid.

k. Members of the committee MUST all have a doctorate diploma.

**Name of the doctoral student:**

**Doctoral programme:**

**Name of the tutor who fills this form[[1]](#footnote-0):**

**Brief summary of the student’s orientation (research group, possible topic of research,** 500 characters**)**

**APPLICATION SUMMARY**

| **Names of committee members** | Thesis supervisor? | Possesses a live sexennium? **[[2]](#footnote-1)** |
| --- | --- | --- |
| 1 | Tutor |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
|  | (check where appropriate) | (check where appropriate) |

**JUSTIFICATIONS**

| **1** | Tutor |  |
| --- | --- | --- |
| Birth date: |  |
| Nationality: |  |
| ID number: |  |
| Email: |  |
| Please write the name above and explain below the suitability of the tutor proposed (300 words) |
|  |
|  |  |
|  |  |
| **2** | Name: |
| Birth date: |
| Nationality: |
| ID number: |
| Email: |
| Please write the name above and explain below the suitability of the 2nd member (300 words) |
|  |
|  | If the person is based in a non-Spanish university, please list here his or her six most prestigious publications published in the last six years.- ----- |
|  |  |
| **3** | Name: |
| Birth date: |
| Nationality: |
| ID number: |
| Email: |
| Please write the name above and explain below the suitability of the 3rd member (300 words) |
|  |
|  | If the person is based in a non-Spanish university, please list here his or her six most prestigious publications published in the last six years.- ----- |

**FUTURE EVALUATIONS**

The doctoral commission avails itself of anonymous peer reviewers to evaluate the thesis projects of the students, doctoral theses submitted and other procedures for which it may need special expert advice.

We hereby invite you to propose what you believe may be valuable peer reviewers in the area in which the candidate is going to write her or his thesis. The academic commission may contact them at its discretion to evaluate documents or to propose alternative evaluators.

| Name of recommended peer- reviewer | Affiliation | e-mail |
| --- | --- | --- |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |

1. Note that tutors must be professors or researchers working at the *Universitat Oberta de Catalunya*. Should this not be your condition, you should consult with the doctorate office as you may have received this document by mistake. [↑](#footnote-ref-0)
2. Note that researchers from non-Spanish universities cannot have sexennia. In those cases, you must provide in the justification a list of the six most prestigious publications of the person published in the last six years. [↑](#footnote-ref-1)