# Agreement on joint PhD program for a PhD Student

PhD students can obtain a double or joint PhD degree, if a collaboration agreement is made between a foreign university and University of Southern Denmark (SDU).

Please read the guidelines for entering into a collaboration agreement regarding a double or joint degree.

Is the student enrolled at a foreign university the project must be approved there (home university) before the student can apply for a joint PhD collaboration at SDU. Projects which are already approved at a foreign university will be implemented as a fast-track, where the Head of the Graduate School will decide whether the project can be approved or not at SDU.

The final decision of entering a joint PhD collaboration agreement is thus made by the Graduate School, but the Head of the Department (where the supervisor from SDU is employed) must also agree on the financing and possible intellectual property rights. Intellectual property rights must be approved by the Legal Department at SDU also.

When you and your main supervisor has completed the agreement form, please send it to: [phd@health.sdu.dk](mailto:phd@health.sdu.dk) for an assessment.

## The parties involved

| **Home university** | |
| --- | --- |
| Name of university: |  |
| Department: |  |
| Main supervisor: |  |
| Main supervisor e-mail: |  |
| Head of Department: |  |

|  |  |
| --- | --- |
| **Foreign university** | |
| Name of university |  |
| Department: |  |
| Main supervisor: |  |
| Main supervisor e-mail: |  |
| Head of Department: |  |

|  |  |
| --- | --- |
| **PhD student** | |
| Name: |  |
| E-mail: |  |
| Master degree and obtained ECTS points: |  |

|  |
| --- |
| **Please outline the main reasons for initiating a joint PhD collaboration agreement** *(The main supervisor must document why a collaboration will be rewarding for both the student(s) and SDU as an institution, e.g.*   * *Will the collaboration result in further publications?* * *Will it - and how - increase the quality of the PhD programme?* * *Will it increase the chance for external funding of the PhD programme?)* |
|  |

## The PhD programme

|  |
| --- |
| **Project approved at home university: YES NO** |
| **PhD Project (Summary)** |
|  |
| **Planned PhD Courses** *(You need to complete activities at a PhD level corresponding to 30 ECTS points and attend the compulsory course “Responsible conduct of research” and “Introduction to health research” at SDU)* |
|  |
| **Planned knowledge dissemination, hereunder teaching experience** |
|  |

|  |  |
| --- | --- |
| **Time frame** | |
| Starting date of the PhD programme at the home university: |  |
| Starting date of the PhD programme at the foreign university: |  |
| The PhD thesis is expected to be handed in on: |  |
| The public PhD defence is expected to take place at which university: |  |

## Agreement on supervision and ongoing evaluation

|  |
| --- |
| **Description of the role, obligations and responsibilities of the main supervisor employed at the home university** |
|  |
| **Description of the role, obligations and responsibilities of the co-supervisor(s)** |
|  |
| **How will the progress of the PhD programme be evaluated?** *(If your home university is SDU you will need to hand in a progress report every six month)* |
|  |

## Study visit(s) at the foreign university

|  |
| --- |
| **Planned study visits** |
|  |

## Financing

|  |
| --- |
| **How the project is financed in terms of salary, running costs, tuition fee etc.?** |
|  |

## Conclusion of the PhD study programme – defence and degree

| **Please provide a brief description of the composition of the assessment committee.** |
| --- |
|  |
| **Degree (choose one option)** |
| Double degree – each university issues a diploma |
| Joint degree - the diploma is co-signed by both universities |

## Enclosures

| **Please enclose the following documents** |
| --- |
| A copy of the letter of acceptance as PhD student at the home university |
| The students Master degree diploma and curriculum vitae |
| Letter of recommendation from main supervisor at the home university |
| Letter of recommendation from co-supervisor at the foreign university |
| If the agreement is part of a formal collaboration agreement between the universities/Faculties, please  enclose a copy of existing collaboration agreement (Memorandum of Understanding) |

## Signatures

| **Main supervisor, home university** |
| --- |
|  |
| **Co-supervisor(s)** |
|  |
| **PhD student** |
|  |
| **Head of Department (SDU)** |
|  |