

Guidelines for collaboration agreements regarding joint PhD programmes for PhD students enrolled at foreign universities

According to the Danish Ministerial Order on PhD education, PhD students from a foreign university can be awarded a double or joint PhD degree, if the PhD student has completed a period of study at a Danish university as part of a mutually obliging collaboration agreement. The degree can be awarded if the Danish university assesses that the PhD student has acquired qualifications comparable with those acquired under a Danish PhD programme.

The collaboration agreement must agree on PhD training, including the assessment, defence, awarding of degrees etc. It is important that the agreement is mutually obliging and regards the entire PhD programme.

Before entering into a collaboration agreement:

1. the Graduate School of Health Sciences, SDU must make a positive assessment of:
 - the PhD student's academic qualifications
 - the foreign PhD programme which must be comparable to a Danish PhD programme
 - the PhD project
2. the Head of the Department at the Faculty of Health Sciences, SDU where the supervisor from SDU is employed must agree on:
 - financing of the PhD project
 - possible intellectual property rights

Conditions

1. The candidate must be enrolled as a PhD student at a foreign university, which will be the home university. The home university is responsible for the PhD student, the PhD programme and the PhD project, and the PhD student must follow rules and regulations governing PhD education at the home university.
2. The academic level of the foreign PhD education must as a minimum correspond to that of the Danish PhD education.
3. The candidate must be qualified for admission to a PhD programme at the Faculty of Health Sciences, SDU.
4. The candidate must have a main supervisor at the home university and a supervisor at the Faculty of Health Sciences, SDU (who is employed at the Faculty at associate professor or professor level).
5. The supervisors must support the application for enrolment as a double/joint degree student and have the responsibility to ensure that the universities enter into a collaboration agreement.
6. Application for enrolment as a double/joint degree student at SDU must be submitted no later than six months after the candidate has been enrolled as a PhD student at the foreign university.
7. The PhD Student's PhD programme must be comparable to a Danish PhD programme. During a Danish PhD programme, the PhD student is required to:
 - carry out independent research work under supervision (the PhD project)
 - complete PhD courses or similar study elements totalling 30 ECTS points. Including the mandatory courses at SDU - Introduction to health research and Responsible conduct of research

- participate in active research environments outside SDU (this requirement is naturally fulfilled as a double degree student).
 - gain experience with knowledge dissemination (for example teaching or supervision).
 - complete a PhD thesis based on the PhD project.
8. There must be regular evaluations of the student's progress.
 9. The candidate must complete a study visit of at least six months at the Faculty of Health Sciences, SDU.
 10. The PhD thesis must comply with the individual guidelines on publishing activities for obtaining a PhD degree.

Financing and intellectual property rights:

The candidate must be able to finance his/her living expenses while staying at the Faculty of Health Sciences, SDU and be able to obtain a residence permit if needed.

The financial conditions must be described in the collaboration agreement and they must include:

- Tuition fees (supervision, access to office and IT-facilities, course fees)
As a general rule, 50% of the standard tuition fee must be paid to SDU
- Travel and living costs of the candidate, if any (accommodation, salary)
- Reimbursement, if any, of travel expenses for the co-supervisor during supervision visits at the collaborating university and for participation in the PhD defence.
- Fees and reimbursement of travel expenses, if any, for assessment committee members for participation in the assessment committee and in the PhD defence

If relevant, intellectual property rights must be agreed on in the collaboration agreement.

Assessment

1. The thesis is handed in at the home university.
2. The thesis must be written in English and have a summary in English and Danish.
3. Submission of the thesis should include a statement from the supervisor from SDU, confirming the completion of the PhD programme, including the completion of the individual elements of the PhD programme.
4. The assessment committee comprises of three or, if is a mutual assessment, more members. One member should be employed at the Faculty of Health Sciences, SDU and two members must be researchers outside SDU hereof one should be from abroad. All members must be at associate professor or professor level within the relevant field.
5. The supervisors from the host university and the supervisor from Faculty of Science are not allowed to be members of the assessment committee but assist the assessment committee without voting rights.
6. Within 6 weeks of the submission of the thesis the assessment committee must make a preliminary assessment. If the preliminary assessment is positive, then the defence can take place.

Defence

11. The defence must be a public lecture in English.
12. After the defence the assessment committee makes its final assessment.
13. The degree from SDU is awarded by the Academic Council at SDU – it is ultimately their decision to award or to not award the degree.

The diploma is either a joint PhD diploma (the diploma from the home university is co-signed by SDU) or a double PhD diploma (a second diploma is issued by SDU).