



**DOCTORAL STUDIES: ADMISIÓN  
TO THE DOCTORAL THESIS  
PROCEDURE**

**CANDIDATE INFORMATION**

SURNAME (S) AND NAME:

DNI / PASAPORT:

EIN:

NACIONALITY:

PHONE NUMBER:

E-MAIL:

PREDOCTORAL CONTRACT ([Information POP](#)): YES NO FUNDING ORGANISM:

**THESIS INFORMATION**

Doctoral Programme:

Research Institute to which the thesis is linked (if applicable):

Thesis supervisor(s):

Thesis title:

Language of the thesis:

Language to defend the thesis:

(1) Expected thesis reading date:

(2) Complete as appropriate and attach the corresponding documents:

Thesis under joint supervision with:

University for reading:

Country

Thesis with International Major in title (attach form):

YES

NO

Thesis with Industrial Major in title (attach form):

YES

NO

Thesis for compendium of publications (attach form):

YES

NO

Publication of thesis (attach form mod-TUZ-1 for all cases):

Request deferment

YES

NO

Request thesis with protected content (attach mod-CP-1)

YES

NO

(1) It will be indicated provisionally and with the condition that the Permanent Commission approves all the procedures, a date that will be more than two months from the date of the admission request for processing. The terms will be interrupted in non-school periods.

(2) See the conditions of Joint supervision, International and industrial mention in the title of doctor, thesis by compendium of publications and instructions related to the open thesis publication at: <https://escueladoctorado.unizar.es/es/tesis-doctorales>

**SCIENTIFIC RESULTS OF THE THESIS**

Indicate below the contributions exclusively related to the doctoral thesis, accepted today (and also those that are expected to have the day of the defense clearly indicating that they are not yet accepted). Include patents, scientific articles in indexed journals and other publications (books, book chapters, etc.) with a peer review system.

Give the full reference for each contributions (see example of the first entry and overwrite it), indexing database (DB), impact factor (IF) and quartile (Q).

Nº	Accepted	FULL REFERENCE (Authors, title, year, volume, pages, DOI or PMID)	DB <sup>(3)</sup>	IF	Q
1					
2					
3					

4				
5				
6				
7				
8				
9				
10				

If necessary, attach a document with the additional contributions.

(3) Indispensable: JCR in Health Sciences, Sciences and Engineering; preferred in Architecture and the rest of the branches.

Zaragoza on,

Signed:

#### ADMISION TO BE PROCESSED

The Doctoral Programme's Academic Commission:  
in its meeting on \_\_\_\_\_ agreed to admit proceedings for the present doctoral thesis, having reviewed all documents, including the PDF of the thesis.

The Programme's Academic Commission also confirms that:

- The student has formalized the enrollment of the current course
- The student has at least two positive evaluations (in ordinary period) and has passed the current year.
- The student has carried out the compulsory activities of the program and they are listed in the DAD
- The student has passed the training supplements, if applicable ...
- The student has not exceeded the end of the term for the deposit of the thesis.

Zaragoza, on

THE PROGRAMME COORDINATOR,

Signed :

## APPLICABLE LEGISLATION

1. Articles 13, 14 and 15 of RD 99/2011, dated 28 January (BOE, 10 February), which regulates official doctoral studies.
2. Resolution of the University of Zaragoza Governance Council dated 25/06/2020, which approved the "Regulation on Doctoral Theses".
3. Instruction on open publication of doctoral theses in the University of Zaragoza institutional archive. Approved by the Governing Board on 30/05/2017.

## REGULATION ON DOCTORAL THESIS (TITLE II BOUZ 07-2020 de 13/07/2020)

### Article 2: Procedure for processing the thesis

1. The thesis will be deposited in accordance with the procedure established by the Doctoral School. Throughout case, the doctoral student must have passed at least two evaluations, in period ordinary, from his research plan.

### Article 3: Thesis submission

1. With the thesis complete and the corresponding report written, the candidate will present it according to the established procedure. The favourable report from the thesis director(s) will accompany the filed copies.
2. The thesis can be written and defended in Spanish or in the usual languages in scientific communication in the field of knowledge. In any case a complete summary and conclusions must be included in Spanish.

### Article 4: Admission to thesis processing

1. Once the candidate has passed the training activities, has a positive evaluation of the academic year and has submitted the relevant documentation, the Academic Commission will decide on the thesis admission within the next ten school days. Consideration will be given to the contribution to the knowledge of the field in which the work is undertaken, as well as to the quality of writing and presentation, involving (if necessary) an external advisory group of experts. Should admission be denied, the decision will be reasoned and the candidate and the thesis supervisor(s) informed. They may submit arguments to the Doctoral Commission within a period of seven academic days. The Commission will make a reasoned decision within the following seven academic days.
2. Admitted to processing, the Academic Commission responsible for the doctoral programme will send the School for Doctoral Studies the documents and a proposed tribunal.
3. The proposal will include the required number of experts in the subject who, having met the requirements specified in article 8 of the present regulation, are permitted to comprise the tribunal. It will indicate who should be president, secretary, spokesperson and first and second alternates, in addition to reference to the minimum two publications by each of them directly or very closely related to the thesis subject matter. The alternates may, in any case, take the roles of president, secretary or spokespersons.

### Article 5: Public viewing

1. Once informed of the admission to the processing, the administrative section of the School of Doctoral Studies will announce the start of the public viewing of the thesis online. From this date, there will be a period of ten academic days of public viewing, so that any doctor may send the School of Doctoral Studies any pertinent observations about the content thereof.

### Article 6: Authorisation of defence

1. The Permanent Commission for the School of Doctoral Studies Management Committee will authorise the defence of the thesis if no observations have been received during the period of public viewing and the proposed tribunal meets the quality requirements established in this regulation.
2. If observations are received, the thesis will be sent to the Doctoral Commission for a decision on whether to authorise a defence. This Commission will examine the documents received and the observations sent during the public viewing period. It may also avail itself of whatever ex officio extra information necessary.
3. The decision on whether to accept or deny authorisation must be reached within thirty academic days starting from the date upon which the period of public viewing concluded.
4. Should authorisation be denied, the decision must be reasoned and the candidate, thesis supervisor(s) and Academic Commission responsible for the doctoral programme informed.
5. Faced with a decision that denies authorisation, the candidate and the thesis supervisor(s) may present arguments before the Doctoral Commission within a period of seven academic days. The Commission will make a reasoned decision within the following seven academic days.

### Article 7: Tribunal documents

1. The tribunal evaluating the thesis will have their appointment letter, the thesis document and the doctoral candidate's activities document as a complementary assessment tool.

## INFORMATION FOR THE DOCTORAL CANDIDATE

**IMPORTANT:** To submit the thesis it is recommended to follow the **THESIS SUBMISSION PROCEDURE** in:

<https://escueladoctorado.unizar.es/es/esquema-procedimiento-tesis>

Once the defence of the thesis has been authorised, the Section at the School of Doctoral Studies will send the candidate all necessary documents, so this latter may pay the tax corresponding to the doctoral thesis exam, based on the amount annually included in the Public Prices Decree.

## DATA PROTECTION

In accordance with the provisions of Regulation (EU) 2016/679 on Personal Data Protection, please be aware that your data will be added to the University of Zaragoza students' file, whose purpose is academic, research and administrative management, including the thesis.

Your right to access, rectify and cancel data may be exercised in writing to the UZ Administrator adding a copy of your identity document. In case of disagreement with his answer you can contact [dpd@unizar.es](mailto:dpd@unizar.es) or [clammingo@aepd.es](mailto:clammingo@aepd.es)

All the information about it can be consulted in: [protecciondatos.unizar.es](http://protecciondatos.unizar.es)