

SUMMARY REGULATORY CHANGES **DOCTORAL SCHOOL**

Information for
Heads of Department,
Supervisors



Doctoral School
Universidad Zaragoza



New and/or revised regulations

Regulation	Approving body	In force
Internal Regulations	Governing Council 13 May 26	SI
Regulations on the Internal Quality Assurance System (SIGC)	Governing Council 13 May 26	YES
Regulations on the drafting, approval and amendment of audit reports	Governing Council 13 May 26	YES
Regulations on doctoral theses	Governing Council 29 June 26	1 September 26
Procedure for the submission, authorisation and defence of doctoral theses	Steering Committee 30 April 26	1 September 26
Regulations on the awarding of special prizes	Governing Council 29 June 26	Academic Year 27/28
Procedure for the recognition of foreign higher education qualifications as equivalent to the academic level of Doctor	Governing Council 29 June 26	1 September 26
Guidelines on access, admission, enrolment , study load and retention	Steering Committee 9 July 26	YES
Criteria for the authorisation of theses in the form of a compendium of publications.	Steering Committee 09/07/26	YES
Requirements for accredited research activity of supervisors, directors and members of thesis examination boards	Steering Committee 26 July 2009	YES
Code of Good Practice	Steering Committee 26 July 2009	YES

Structure School of Doctoral Studies

- EDUZ: is defined as a **centre** of the University of Zaragoza.
- Members: this includes doctoral programme coordinators and support staff (programme PTGAS).
- Management team: deputy directors and management **assistants**.
- Governing bodies: Director (elected by universal suffrage) and Management Committee.

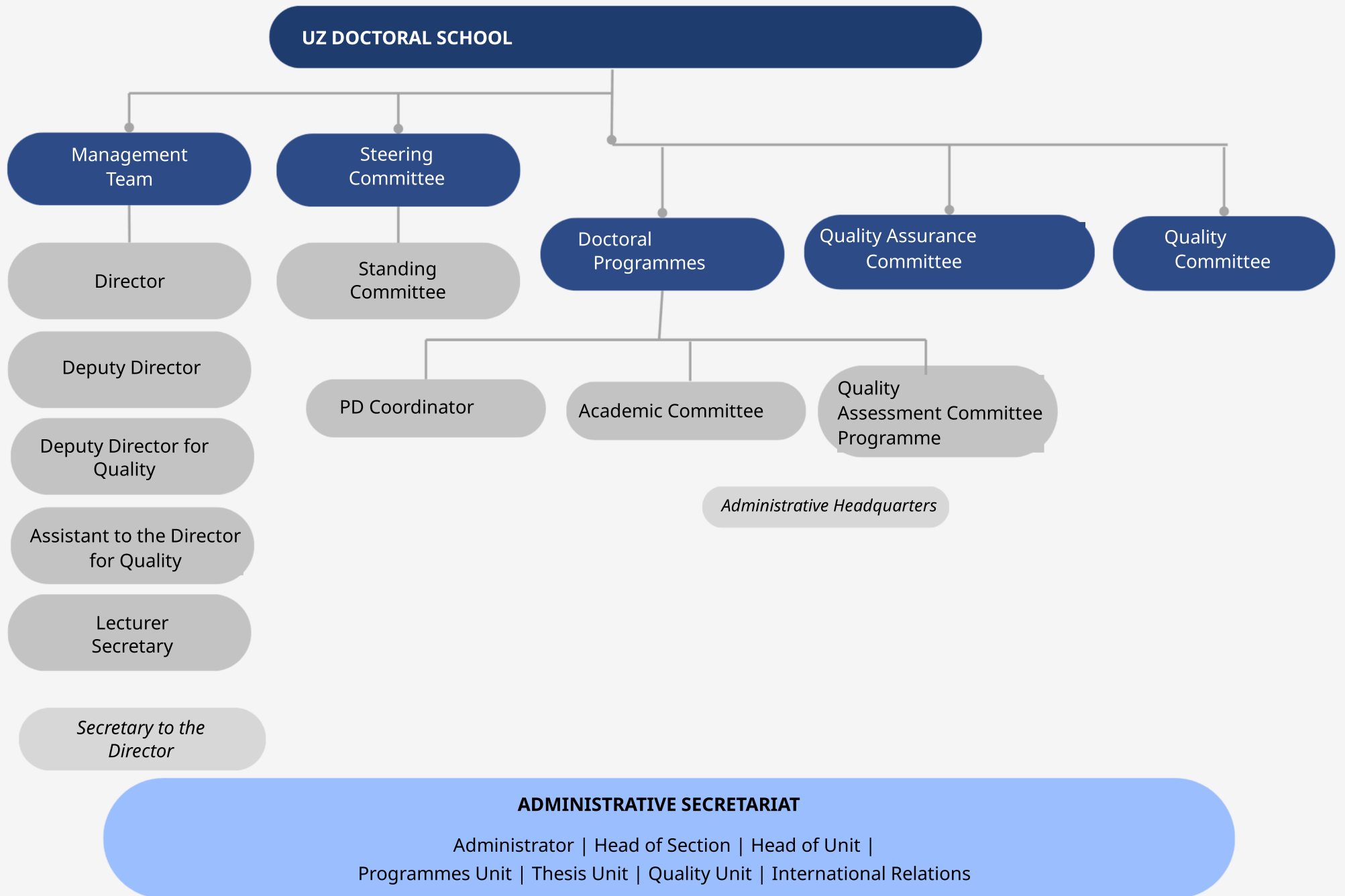
The following bodies assist the governing bodies:

- The Standing Committee of the Management Committee.
- The Academic Committees of the doctoral programmes.
- The Quality Assurance Committee for Doctoral Studies
- The Quality Committee
- The Quality Assessment Committees for the doctoral programmes.

REGULATIONS:

Internal Regulations
of the
Doctoral School

Structure of the Doctoral School



Director



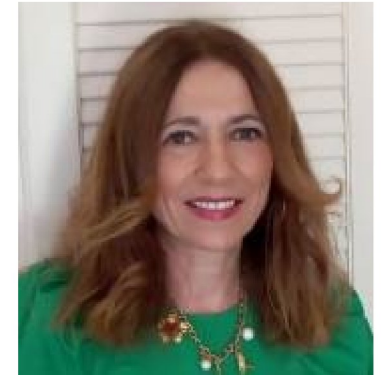
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Doctoral School
University of Zaragoza

EDUZ HEADQUARTERS



Administrator



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Placements



Conventional

- No authorisation is required (the form has been discontinued).

International specialisation

- These are authorised by the Academic Committee of the PhD Programme.
- Endorsement by the thesis supervisor.
- These no longer go through the Standing Committee (check carefully and consult EDUZ if in doubt).

BIP Courses (UNITA)

- Authorised by the Academic Committee of the Doctoral Programme.

REGULATIONS

Internal Regulations.
Thesis Regulations.

Study Stays International Specialisation



Key points

To avoid problems later on, it is important to check that:

- That the host institution is a **higher education institution or a prestigious research centre.**
- That, except in very exceptional cases – which must be duly justified – **study placements may not take place at institutions in the doctoral candidate's country of origin, residence or employment.**

REGULATIONS

Thesis Regulations.

Process for submission of doctoral theses



REGULATIONS

Thesis Regulations.
Procedure for submission,
approval and defence.

Admission to the procedure and proposal for the examination board

- Academic Committee
- Deadline of 15 academic days

External reports

- Programme Headquarters
- 5 calendar days to accept / 30 days for the report

Authorisation of deposit

- Academic Committee

Public defence

- 5 working days

Authorisation of the defence

- Standing Committee, 15 academic days from the end of the public presentation

**Acceptance for consideration and proposal of the examination board
(Academic Committee)**



in parallel



External reports

- The programme's host institution is responsible for obtaining reports from experts

Notification to EDUZ

- EDUZ verifies that the examination board meets the requirements

Request for external reports



REGULATIONS

Thesis Regulations.
Procedure for submission,
approval and defence.

Key points

To avoid problems later on, it is important to check the following **before requesting the reports**:

- That researchers **affiliated with UNIZAR** are not included in the list of external reviewers.
- That researchers from the **same institution or from Spanish universities** are not included in the list of external reviewers, in the 'international' category.
- That **there is no** shared **authorship** between the PhD student and an external reviewer.

Proposal for the Examination Board



REGULATIONS

Procedure for submission, authorisation and defence.

Key points:

- It is recommended that the proposed **secretary** (who must be currently employed) **belongs to UNIZAR**.
- The proposal must be **gender-balanced** (Royal Decree).
- When proposing **substitutes**, it must be borne in mind that, should the examination board be called upon to act, it must continue to comply with the **requirement for gender parity, a majority of members from outside the programme and UNIZAR**, and, in the case of theses with an international focus, **the presence of an expert from a non-Spanish higher education institution or research centre**.

Recognition of research experience



REGULATIONS

Agreement of 9 July 2026
Steering Committee
concerning the requirement
for
accredited research activity
of
supervisors, tutors and
examination board members

Decision-making body

- ED Quality Assurance Committee (by delegation)

Key aspects

- There are restrictions on who may apply (only in cases where the applicant is unable to undergo the six-yearly evaluation and has held a PhD for at least two years).
- The assessment criteria remain unchanged.
- **Equivalent qualifications are defined for the purposes of sitting on examination boards:**
 - They are accredited by ANECA as a Tenured Professor or above
 - They are tenured scientists at the CSIC or of a higher rank
 - Have supervised 2 doctoral theses
 - Are Principal Investigators (PI) or co-Principal Investigators (co-PI) of an AEI or European Commission project.

Procedure

No change → via Solicit@

Theses in 'compendium' format



REGULATIONS

Thesis Regulations.

Agreement of 9 July 2026 by the Steering Committee regarding the Criteria for the authorisation of theses in the form of a compendium of publications.

Decision-making body

- Favourable report from the PhD Programme's Academic Committee
- Approved by the Standing Committee (formerly the Doctoral Committee)

Procedure

- A **narrative** must be included in the application.
- The requirements remain unchanged, but the committee will ensure that the following have not taken place:
 - Review processes that cannot be verified
 - Editorial conflicts of interest
 - Poor publishing practices
 - Insufficiently justified authorship
- The compendium must be approved **before** requesting reports
- Once the compendium has been approved, the process is the same as for other theses.

Theses by videoconference



Key aspects

The EDUZ Director may authorise doctoral thesis defences in which **the doctoral candidate** participates via videoconference:

- In exceptional circumstances
- Upon receipt of a reasoned request from the doctoral candidate
- With the approval of the Academic Committee.

In all other cases (where a member of the examination board **participates** via videoconference)

no application is required.

REGULATIONS

Thesis Regulations.
Procedure for submission,
authorisation and defence.

Special awards



- Responsible body: CGCED (by delegation).
- Assessment Committee for Special Doctoral Awards for each branch of knowledge.
- Effective from **the 27/28 academic year**

REGULATIONS

Regulations governing the award of special doctoral awards

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