



Escuela de Doctorado  
Universidad Zaragoza

## Admission to Doctorate Studies

R.D. 99/2011

ACADEMIC YEAR 20 -

## APPLICATION FOR ADMISSION

**CAREFULLY READ THE INSTRUCTIONS BEFORE COMPLETING THIS FORM**

### Personal data

NIF, NIE or Passport			First Surname		Second Surname		Name	
Date of birth			Gender	Nationality	Country		Place of birth	
Day	Month	Year	Male	Spanish				
			Female	Foreigner				

### Usual address (used for notification purposes)

Street		Nº:		Flat		Post code	
City and Province		Country		Phone		email	

### Address during the course

Street		Nº:		Flat		Post code	
City and Province		Country		Phone		email	

### Disability

Mark in the case of requesting a place within the disability quota (greater than 33%)

### Academic information

Specify entry routes (University Master's, M.A.S., Proven Research Experience, other):

University degree	University	Country	Ending year

### Doctoral programme applied for:

Modality (Full or Part time):

### Documents to be presented

- Copy of ID card or Passport.
- Motivation letter to pursue doctoral studies expressing interest in one or two (max.) lines of research of the program. The letter may include the proposal of possible thesis supervisor/s (MANDATORY).
- Copy of the university qualification enabling access to doctorate studies, if not obtained at the UZ.
- European Diploma Supplement (DS) or failing that, personal academic certification, in case of not having obtained the degree at the UZ.
- If applicable, *Curriculum Vitae*.
- If applicable, language level accreditation required by the doctoral program.
- If applicable, declaration of equivalence of average grade of foreign studies.
- If applicable, foreign degree homologation credential.
- If applicable, resolution of the application to access to a doctorate with an uncertified foreign qualification from a country outside the EHEA, or failing that, proof of having requested it.
- If applicable, documentation of disability status.
- If applicable, part-time PhD studies application and supporting documents.
- If applicable, personal academic certificate of positive evaluation of 2 years in a specialty program in Health Sciences.
- If applicable, the additional documentation required by the program for which admission is requested. Specify:

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In ....., on..... 20 .....

The student,

Signed.: .....

**MR./MRS. HEAD OF THE ACADEMIC COMMITTEE OF THE DOCTORAL PROGRAM**

## PROCEDURE

See: [Web Doctorate School](#) and regulation [Instrucción de la EDUZ de 23 de mayo de 2018 sobre los requisitos de acceso, admisión, dedicación y permanencia en los estudios de doctorado de la UZ regulados por el R.D. 99/2011](#).

Preferably, the application for admission to a doctorate will be submitted by the [VIRTUAL SECRETARIAT](#), within the ordinary term, according to [the specific doctorate calendar](#). However, it may be done by mail or in person at the doctoral program headquarters, if necessary, through this form. On an extraordinary basis and provided that the program has places, applications may be submitted at any other time during the academic year.

The application for admission must be accompanied by the requested documentation.

In view of the documentation presented, the **Academic Committee** of the doctoral program will decide whether or not to admit the applicant. The lists of admitted and excluded students will be displayed on the bulletin board at the administrative headquarters of the Doctoral Programme, as well as on the University's bulletin board ([e-TOUZ](#)).

## WARNINGS OF INTEREST

- Those who are pending to obtain the **necessary academic requirements** for access to the doctorate, may submit their application within the admission period established in the academic calendar and be considered by the academic Commissions of the programs. In any case, admission to them may not be granted without proof that the aforementioned access requirements are met before the date of publication of the definitive admission lists of the programs.
- Applicants will be allowed to make a prior communication of their identification data and other admission requirements, **providing a simple copy of the documentation**. If they are admitted, they must present the original documentation at the time of formalizing the registration or, failing that, legalized copies of the same that may be subject to verification, control and inspection based on the powers attributed to the UZ for this purpose. The inaccuracy, falsity or omission of the data or documents included in the prior communication will mean the cancellation of the place awarded, without prejudice to the criminal, civil or administrative responsibilities that may arise.
- **For all purposes, a candidate does not acquire doctoral student status at the UZ until they formalize their enrollment, for which they have up to ONE MONTH from the date of issuance of said letter of admission in the corresponding PD.** From then on, if he/she wanted to start doctoral studies, he/she would have to apply for admission again. The possible vacant places will be covered by the Academic Commission by going to the corresponding waiting list.
- Admission to the DP may include the requirement of specific **training supplements** that will be detailed in the resolution. Such complements will be established based on the previous studies completed and may consist of the completion of a certain number of subjects in Master's studies (consult in each program). Enrollment in these courses will be after enrollment in doctoral academic supervision. It must be carried out at the Center responsible for the corresponding Master's Degree and a copy of the resolution of the Academic Commission of the program must be presented, in which the required complements appear and a copy of the registration in academic tutelage of the doctorate. Payment exemptions do not apply to training supplements. For this reason, the corresponding public prices will be paid when registering for the required master's courses. The supplements must be completed and passed within the established period. The development of specific training complements will not count towards the duration limit of doctoral studies. In these cases, the time available until the presentation of the thesis will be extended at a rate of 2 months for every 5 ECTS of training or fraction.

## INFORMATIVE CLAUSE PROTECTION OF PERSONAL DATA

In accordance with the provisions of current legislation on the protection of personal data (Regulation (EU) 2016/679, of April 27) we inform you that the personal data you have provided us will be processed by the **University of Zaragoza as data controller**, in order to process the academic and administrative management of its students, as well as their participation in university activities and services.

You can **exercise your rights of access, rectification, limitation, opposition or portability** before the Manager of the University of Zaragoza (Paraninfo Building 1st floor, Plaza de Basilio Paraíso nº 4, 50005- Zaragoza) specifically indicating the reason for your request and accompanying copy of your identity document. The request may be made in writing on paper or by electronic means. If you have not obtained satisfaction in the exercise of your rights, you can contact the Data Protection Delegate of the University ([dgd@unizar.es](mailto:dgd@unizar.es), Phone 876 55 30 13) or in claim to the Spanish Agency for Data Protection through the forms that that entity has enabled for this purpose and that are accessible from its website: <https://sedeagpd.gob.es>.

You can find all the information about it at: <http://academico.unizar.es/sites/academico.unizar.es/files/archivos/vgacad/pdatos.pdf>

The University of Zaragoza has a page that includes legislation, information and models that you can access from the following link: <https://protecciondatos.unizar.es/>