



DOCTORATE LETTER

On the one hand, the Doctoral School of the University of Zaragoza, represented by its Director, Ms Eva Mónica Cerezo Bagdasari,

And on the other hand, firstly, Mr/Ms <name and surname of the doctoral student>, of legal age, with ID (or passport) number <document number>, acting on his/her own behalf and in his/her own name, hereinafter referred to as the doctoral student or researcher in training,

and secondly, Mr/Ms <name and surname of the supervisor>, of legal age, with ID (or passport) number <document number> and email address <email>, belonging to <University/Institution to which they belong>, acting on their own behalf and in their own name, hereinafter referred to as the thesis supervisor,

thirdly, Mr/Ms <name and surname of the tutor>, of legal age, with ID (or passport number) <document number> and email address <email>, belonging to <University/Institution to which they belong> acting on their own behalf and in their own name, hereinafter the thesis supervisor

and, fourthly, Mr/Ms <name and surname of the PD coordinator>, of legal age, with ID (or passport) number <document number>, acting on his/her own behalf and in his/her own name, hereinafter referred to as the coordinator of the Doctoral Programme,

DECLARE

1. That Mr/Ms <name and surname of the doctoral student> participates, as a researcher in training, in research work that will be presented in the form of a doctoral thesis within the Doctoral Programme in <NAME OF THE DOCTORAL PROGRAMME> at the University of Zaragoza under the supervision of Dr <name of the thesis supervisor(s)> and with the tutoring of DrDr. <name of thesis supervisor>.
2. That for the completion of the aforementioned doctoral thesis at the University of Zaragoza, and to manage the results and information exchanged or generated during its preparation, the parties are interested in regulating the functions, obligations and rights of the trainee researcher, the supervisor and the tutor of the doctoral thesis and their relationship with the University of Zaragoza.

The parties therefore sign this agreement.

CLAUSES

FIRST Purpose of the agreement

The purpose of this agreement is to establish the functions, rights and obligations of the trainee researcher, the thesis supervisor and the thesis tutor, as well as to specify the dispute resolution procedure and aspects relating to intellectual or industrial property rights that may arise from the research carried out during the doctoral thesis.

The Director of the Doctoral School, the coordinator of the doctoral programme, the thesis supervisor(s), the tutor and the doctoral student undertake to establish conditions for collaboration that enable the presentation of the research plan and training plan, the preparation of the doctoral thesis and its defence, in accordance with the procedures and deadlines established in the applicable regulations.



SECOND Regulations

The signatories of the Doctoral Charter declare that they are familiar with the general regulations governing doctoral studies and the specific regulations of the University of Zaragoza, and accept that the provisions contained therein shall govern the processing and defence of the doctoral thesis that is the subject of this commitment.

THIRD Programme details and conditions for completing the thesis

Relevant information about the Doctoral Programme and the training activities to be carried out by the doctoral student is available on the programme's official website at <http://estudios.unizar.es> and, where applicable, on the specific website for the Doctoral Programme. The assigned training supplements are listed in the admission letter. Updated information on the deadline for submitting the thesis and the format in which it is to be submitted is available on the doctoral management platform (Campus Docente Sigma).

FOURTH Obligations of the doctoral student

Doctoral students undertake to complete their doctoral studies and carry out the research that is the subject of their thesis project within the framework established by the applicable regulations, under the supervision of their thesis supervisor(s) and in accordance with the obligations arising from this commitment. In particular, they undertake to:

- Comply with university regulations and, in particular, those of the Doctoral School and the programme in which you are enrolled.
- Complete and pass any additional training requirements that may have been established.
- Inform the director regularly of the progress of your research, any problems that may arise during its development, and the results obtained.
- Follow the instructions given by their tutor and thesis supervisor, respectively, regarding the completion and monitoring of training activities and research work.
- Ensure the correct use of the facilities and materials provided for the purpose of carrying out their research activity.
- Submit to the evaluation of the activity carried out within the period established by the regulations.
- Comply with the conditions established by both the regulations of the University of Zaragoza and the Doctoral Programme itself for the authorisation of the deposit and defence of the thesis.
- Provide all information required for the indicators that make up the Internal Quality Assurance System of the Doctoral School.
- Pay the fees corresponding to the doctoral student's enrolment or academic supervision, as well as those associated with the deposit of the doctoral thesis.

FIFTH Obligations of the thesis supervisor(s)

The thesis supervisor(s) undertakes to supervise and regularly monitor the research activity carried out by the doctoral student, providing them with the necessary guidance and advice and ensuring that the doctoral student develops their initiative and achieves autonomy in their research work.



SIXTH Obligations of the thesis tutor

The thesis supervisor undertakes to supervise and regularly monitor the training activities carried out by the doctoral student, providing them with the necessary guidance and advice and ensuring that the doctoral student develops their initiative and integrates into the doctoral programme.

SEVENTH Good practices

The signatories of this document undertake to comply with the Code of Good Practice adopted by the Doctoral School.

The trainee researcher, the supervisor(s) and the thesis tutor undertake to follow safe working practices at all times, in accordance with current legislation, including the adoption of necessary measures in the areas of health, safety and occupational risk prevention.

They also undertake to avoid the unauthorised copying, in whole or in part, of another person's work and presenting it as their own in the literary, scientific or artistic works or documents produced as a result of the research carried out during the doctoral thesis.

Likewise, they undertake to make responsible use of artificial intelligence tools and to process information appropriately, avoiding bias and discrimination. These aspects are included in the declaration of responsibility that doctoral students must sign and submit when applying for admission to the doctoral thesis process.

EIGHTH Confidentiality

The doctoral student undertakes to keep secret all confidential data and information provided or disclosed to them by the thesis supervisor(s), tutor or any other member of the research team to which they belong, by any means, and to use the information obtained exclusively for the purpose of completing the doctoral thesis.

NINTH Intellectual and industrial property

The doctoral student shall have the right to be recognised as the author of their original research work and shall enjoy the copyright that may correspond to them in accordance with current intellectual property legislation; They shall also be entitled to be listed as co-author in all works, articles or communications presenting the results of the research in which their contribution can be considered substantial and effective, and as inventor, if the results of the research are eligible for protection by an industrial property title. Furthermore, the trainee researcher must respect the principle of joint intellectual and industrial property when the research is carried out in collaboration with other researchers or entities; in such cases, the property rights linked to the exploitation of the results belong to the entity or entities in which they were generated, under the conditions established in the general regulations in this regard and, where applicable, in the specific agreements and conventions signed between the parties.

TENTH Procedure for resolving academic disputes

In the event of any academic dispute arising from a breach of any of the terms of this agreement, or for any other reason related to the completion of the doctoral thesis, including a change in the thesis supervision, the parties agree to submit to the decision of the Doctoral Committee.



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ELEVENTH Validity

This agreement shall enter into force upon signature and shall terminate in any of the following four circumstances: 1) the trainee researcher has defended their thesis and applied for a doctoral degree from the University of Zaragoza, 2) the trainee researcher has withdrawn from their doctoral thesis, 3) the trainee researcher is removed from the doctoral programme in which they are enrolled, or 4) in the event of breach of any of the clauses set out in this document or in the regulations governing doctoral studies at the University of Zaragoza.

In Zaragoza, on ... of ... 20...

Doctoral student:	
Signed:	
Thesis supervisor(s):	Thesis supervisor:
Signed:	Signed:
Doctoral Programme Coordinator:	Director of the Doctoral School
Signed:	Signed:

THE DOCTORAL STUDENT accepts that the information provided in this DOCTORAL LETTER is accurate and truthful and is provided with full knowledge of the consequences of breaching any of its clauses.

THE DOCTORAL SCHOOL, in accordance with the provisions of Regulation (EU) 2016/679 of 27 April on the protection of personal data, informs you that your personal data will be processed by the University of Zaragoza for the purpose of managing the academic and research training of its students, including the completion of theses.

You may exercise your rights of access, rectification, limitation, opposition or portability of your data by sending a letter to the Manager of the UZ accompanied by a copy of your identity document. If you disagree with their response, you may contact dpd@unizar.es or file a complaint with the Spanish Data Protection Agency (aepd.es).

You can consult all the information on this subject at: protecciondatos.unizar.es