

DOCUMENTATION ACCOMPANYING THE APPLICATION FOR ADMISSION OF THE DOCTORAL THESIS FOR PROCESSING

Submission through the UZ application management platform [solicit@](mailto:solicit@uz.es), addressed to the Doctoral Programme, within the academic year in which the student is enrolled (if it is postponed to a later date, registration must be formalised in the new academic year). In any case, an accident insurance policy must be up to date to cover possible contingencies until the date of the defence (submit a copy to the EDUZ).

Pre-checks at the DP's administrative office	<ul style="list-style-type: none"> • I have formalised my enrolment for the current course. • I have at least two positive evaluations (in the regular period) and I have passed the current course. • I have completed the compulsory activities of the programme and have included them, with the corresponding supporting documents, in the DAD through the Doctoral Management application (SIGMA Teaching Campus), with the acceptance of the tutor/director of the thesis. • I have passed the training complements, where applicable. • I have not exceeded the deadline for the deposit of the thesis.
All	<ul style="list-style-type: none"> • Thesis admission form. • The thesis document in electronic format (pdf) with a standardised cover page. The thesis may be written and, where appropriate, defended in Spanish or in the usual languages for scientific communication in your field of knowledge. In any case, the report must include an extensive summary and conclusions in Spanish, although it is not compulsory for part of the defence to be in Spanish. In the case of theses by compendium of publications, the general introduction and the discussion and conclusions will have a combined length of no less than ten thousand words and will be written in Spanish or in a language customary for scientific communication in their field of knowledge. In the latter case, the thesis must also include a comprehensive summary and conclusions in Spanish. In the case of theses that qualify for an international mention, part of the doctoral thesis, at least the abstract and conclusions, must be written and presented in one of the usual languages for scientific communication in its field of knowledge, other than any of the official languages in Spain. This rule does not apply when the stays, reports and experts come from a Spanish-speaking country. If the thesis is presented in English, or in a language of scientific dissemination other than the official languages in Spain, the thesis must contain at least an abstract and conclusions in Spanish. However, what is indicated in the verification report of the doctoral programme must be taken into account. • Report by the thesis supervisor(s). • Responsible statement on aspects relating to unacceptable practices such as plagiarism. • Statement regarding the open publication of the thesis in the institutional repository of the UZ.
If this is the case	<ul style="list-style-type: none"> • Theses subject to confidentiality, the application for the declaration of theses with protected content must be attached. • Theses under joint supervision must have the agreement and addendum (if applicable) signed and in force, and the DAD must include proof of the required stay at each university. The deposit must be made at both universities. • Thesis applying for an international doctorate, the corresponding documentation must be attached. <ul style="list-style-type: none"> · Specific application form for the international mention in the doctoral degree. · Certificate(s) of the research stay(s) for which the mention is requested, clearly indicating the name(s) of the person(s) responsible, the start and end dates of the stay(s) and the activities carried out. In any case, they must be subsequent to the first enrolment in the programme. The certificates must have been signed by the person in charge of the stay at the centre concerned. The document certifying the stay will bear the letterhead and/or logo of the host institution and will generate certainty for the purpose of accrediting the fulfilment of the stay requirement. · At least two thesis reports, issued and signed by PhD experts belonging to two different higher education institutions or non-Spanish research institutes. The reports must bear the letterhead and/or logo of the signatory's institution and generate certainty as to their authorship. · Endorsement of the stay signed by the thesis supervisor, which will also contain certification of the data relating to the reporting experts (affiliation and year of obtaining the doctorate, among other relevant data). • Thesis that opts for the mention of industrial doctorate, the corresponding documentation must be attached: <ul style="list-style-type: none"> · Application form for the industrial mention in the doctoral degree. · Copy of the student's employment or commercial contract and employment history. · Report from the director/s and the person responsible in the company accrediting that the thesis has been developed in accordance with the report approved at the time by the Standing Committee of the Management Committee. · If the thesis is carried out in collaboration with the University, a copy of the agreement for the completion of theses with an Industrial Mention plus an appendix with specific clauses, signed at the time (before the end of the 2nd year after admission to the PD) according to the established format. • Thesis submitted by compendium of publications, the corresponding documentation (printouts) must be attached. <ul style="list-style-type: none"> · Application form for the doctoral thesis as a compendium, signed by the doctoral student and with the express authorisation of the thesis supervisor(s). · Express waiver by the co-authors -non-doctors- of the publications to present these works as part of another doctoral thesis in this modality, since co-authored works can only be included in one thesis. · Copies of the acceptance letters of the works pending publication (if applicable), the impact factor of the journals and subject areas corresponding to the publications included in the thesis and the justification of the PhD student's contribution if the work is co-authored. • Justification of having passed the training complements assigned at the time of admission to the doctoral programme. • Form to justify the need for defence by videoconference.

DOCUMENTATION ACCOMPANYING THE APPLICATION FOR ADMISSION OF THE DOCTORAL THESIS FOR PROCESSING