

## Defense committee for the Phd students 1<sup>st</sup> and 2<sup>nd</sup> year at the ED 388

This committee, whose composition is mentioned below, meets at least two times during the 3 years of your doctoral project (in the 1<sup>st</sup> year (between the 7<sup>th</sup> and 9<sup>th</sup> month of the thesis) and in the second year (between the 17<sup>th</sup> and 21<sup>st</sup> month of the thesis) - before June 30.

This committee allows the PhD student to present the progress of his/her research project, to discuss all the difficulties which he encountered and the means used to overcome them. And it is the right time to take stock of the **Plan Individuel de Formation (PIF)** of the PhD student and about his/her professional project. For each meeting of the committee, a report is written and this report is communicated to ED 388 ([secretariat-ed388@upmc.fr](mailto:secretariat-ed388@upmc.fr)) as well as to the thesis director and the doctoral student.

- ❖ **Constitution of the committee** : The committee will be composed by i) an external member from your laboratory and the doctoral school 388, he/she can be a researcher or a Professor and he/she should be an expert in the theme of the thesis topic. He/she is proposed by the thesis director in interaction of the PhD student. This proposition is transmitted to the join-director of doctoral school for your registration institution , who must validate it. ii) A representative from the doctoral school 388 which is proposed by the direction of the doctoral school. iii) The director of the laboratory or by another permanent person (the director of the laboratory must give his approval)

**NB** : The PhD student will have a discussion with the representative of the doctoral school 388 on his thesis progress and this should be done in the absence of the other members of the committee. The representative of the doctoral school will also exchange with the thesis director only.

- ❖ **Organization** : Each committee will be organized by the PhD students.

### ❖ How to proceed ?

- **Writing a report** according to the frame provided by the doctoral school 388 (1<sup>st</sup> part) and send it 15 days before the date of the committee to all the members of the committee.
  - **Oral presentation** of the PhD student during 20 minutes presenting the thesis subject, the progress of his thesis and eventually the results which he obtained.
  - **Discussion** around 20 minutes : this one should be a constructive exchange between the participants putting the progress, difficulties and solutions to be considered for the continuation of the thesis work.
  - Interview of **10 minutes of the representative of the doctoral school with the PhD student** in the absence of his thesis director.
  - Interview of **10 minutes of the representative of the doctoral school with the thesis director** in the absence of the PhD student and the other members of the committee.
- ❖ **Report of the committee** : Each meeting of the committee, a report (provided by the doctoral school (Part 2)) will be established by the representative of the doctoral school 388. **This report will be required for the enrolment of the 3<sup>rd</sup> year.**
  - ❖ **Sending the report** (Part 1 & 2) : the debriefing will be sent to the doctoral school 388 ([secretariat-ed388@upmc.fr](mailto:secretariat-ed388@upmc.fr)) in PDF version by the PhD student and copy to all the members of the committee.