

PHD THESIS DEFENSE PROCEDURE

(in application of the order of 25 May 2016)

THE THESIS DIRECTOR

2 months before the defense

- Must propose to the Doctoral School of the University two thesis reporters (external to the University and to the ED and authorized to supervise the research) by specifying their contact details (address, email, grade and establishment).
- Must attest to the application of the anti-plagiarism procedure (ED SIS).

1 months before the defense

- Must propose to the President of the University the designation of the jury composed of:
 - at least 4 members at most 8 (both sexes must be represented) including the Director of the thesis.
 - at least half external to the UJM and the ED.
 - at least half of them are professors or assimilated, specifying their contact details.
- Must specify the date, time and place of the oral defense as well as the final title of the thesis. If the defense is planned outside the University, a prior request must be submitted to the University Presidency.

The Oral Defense

The invitations are sent by mail, enclosing copies of the reports. At the same time, the defense documents are sent to the supervisor or the thesis supervisor.

The jury :

- Appoints the chairman of the defense (Pr.) and an oral reporter (other than the thesis director),
- Can award a mention: honorable, very honorable or very honorable with congratulations (except ED SIS),
- Write the PHD defense report,
- Gives its opinion on the reproduction of the thesis (corrections to be modified on the manuscript),
- **Complete and sign the defense documents at the end of the session.**

The president of the jury is consulted again after correcting the thesis (if there are any corrections to be made).

THE CANDIDATE

Must be enrolled at the University
no re-registration **if** the defense takes place before **the end of October.**

Consult the "thesis guide"

<http://www.abes.fr/Theses/Espace-pour-les-doctorants>

The PHD student must have completed all the doctoral courses required and must provide the list of his publications.

The candidate is responsible for sending a copy of his thesis manuscript to the reviewers and the jury.

3 weeks before the defense

Must submit the electronic version of his thesis in pdf (the accepted versions are: [1.4, 1.5, 1.6, 1.7]) with the documents sent by the research service completed after receipt of the pre-reports and before the defense.:

- 1 Attestation of Conformity
- 1 electronic distribution contract
- 1 registration slip
- French and English titles, electronic keywords (in word version)

Before submitting their thesis, the candidate must test the validity of their manuscript by taking the EASY test:
<http://facile.cines.fr/>

Practical modalities of the defense:

(reserve the room, etc.) to do with the attached Faculty.

After the Defense

- Must make, within 3 months, the corrections desired by the jury and submit 1 final electronic copy.
- The certificate of achievement and the diploma are then given to him.