Guidelines for writing the PhD thesis in co-tutorship

The co-tutorship of a doctoral thesis is one of the primary examples of bilateral University cooperation aimed at establishing joint doctorates between two Universities in two different countries.

Co-tutorship of PhD thesis allows PhD students, enrolled at the University of Bari Aldo Moro or at foreign universities, to prepare their doctoral thesis by spending alternating periods of research, preferably of equivalent duration, at their home university and at the partner university.

The preparation of the thesis will be supervised by two thesis directors, one for UNIBA and the other for the partner university.

The doctoral thesis will be discussed, following a favourable report by the examining board, in a single location, usually at the home university and, following the discussion, a double or joint PhD title will be granted by the contracting universities.

The Conference of Italian University Rectors (CRUI) has undersigned memoranda of understanding aimed at the joint supervision of theses with the:

- French National Rectors' Conference (CPU) Joint supervision with France;
- Spanish Rectors' Conference (CRUE) Joint supervision with Spain;
- German Rectors' Conference (HRK) Joint supervision with Germany;
- Rectors' Conference of the Swiss Universities (CRUS) Joint supervision with Switzerland.

How to set up the Agreement for co-tutorship of a PhD thesis

➢ The University of Bari Aldo Moro signs bilateral agreements with foreign Universities and/or Institutions for the implementation of co-tutoring programmes consisting in the development of a thesis under the joint direction of a professor from the University of Bari and a professor from the participating University.

➢ The joint supervision of a doctoral thesis is preferably done while the PhD student is attending the first year of the Doctorate.

- ➢ Each co-tutorship programme is supported by an agreement, in favour of a single PhD student, specifying the terms of the agreement in accordance with the following provisions:
  - enrolment at the University of Bari implies regular enrolment also at the participating University, without additional contributions;
  - the participating university provides the doctoral candidate with the necessary teaching and research facilities and, in any case, guarantees the services provided to its doctoral candidates;
  - each University shall provide its doctoral candidates with insurance coverage of civil liability and accident risks;
  - the designation of two thesis supervisors, one for the Italian part, the other for the participating university, who will monitor the research activities of the doctoral student, and will evaluate, each with their own written report, the doctoral thesis. The positive judgement of both thesis supervisors is a necessary condition for the admission to the final examination;
  - the doctoral student carries out his/her study and research activities at the facilities of the two university campuses for approximately equivalent periods;
  - the final examination consists in the dissertation of the thesis before the Examining Board appointed by the Rectors of the two Universities, and composed of an equal number of at least four members, including the two thesis supervisors;
  - each of the two institutions is committed to confer the PhD degree, or its equivalent, for the same thesis, following a favourable report of the Examining Board, or to confer a joint or double degree;
  - the protection of the topic of the thesis, as well as the publication, use and protection of the results of the research carried out by the PhD student at the two institutions, will be subject to the regulations in force and will be guaranteed in accordance with the specific protocols of each country involved in the co-operation;
  - financial expenses of each institution are connected to the mobility of the PhD student.

➢ The use of other templates is however possible; in this case the memorandum must be approved by the University Academic Senate before the Rector signs it. The memorandum aimed at joint supervision must comply with the template approved by the University Boards and must be sent – together with the Academic Board decision - to the Office: *U.O: Progetti di Internazionalizzazione, didattica e ricercar*, which sees to the other requirements (i.e., the Rector's signature, delivery to the partner institution, etc.).

➢ The Board of PhD Professors may also authorise the activation of a co-tutorship of thesis for doctoral students enrolled in the second year of their course if there are particular specific interests. In this case the Board of PhD Professors may, at the same time approve a one-year extension for the discussion of the final thesis, if the PhD student must enrol in the first year at the participating university.

➢ By 31 October of each year, the Board will also assess the activities carried out by doctoral students who are co-doctoral thesis candidates enrolled at the participating university, for the purposes of admission to the following year.

The title of PhD referred to here above shall be completed with the words: "Thesis in co-tutorship with the University of ....".

The PhD thesis co-tutorship agreement must be signed by the two Rectors, the Directors of the thesis and the Coordinators of the PhD courses of the two universities, as well as by the PhD student concerned.

Requirements for initiating an agreement for co-tutorship of a PhD thesis:

The requirements for launching a co-tutoring agreement are the following:

- enrolment in a PhD course at UNIBA or at a foreign university;

- acceptance by the tutor/supervisor of the partner institution;

- sharing of the research project

- sharing of the agreement text;

- approval or positive judgement by the Board of PhD Professors of the doctoral course at the University;

- approval by the Academic Senate;

Please note that the template, drawn up in Italian, English, French and Spanish, is available at the Uniba website, at the following link: [Dottorati in co-tutela — Università degli Studi di Bari Aldo Moro (uniba.it)](#)