

## **GENERAL INFORMATION about the DOCTORATE**

### **I.- ADMISSION**

The current system of Spanish doctoral studies is framed into PhD Programmes. Each programme has established requirements for access which may be consulted in their respective information guides.

The admissions decision whether affirmative or negative and the assigned route will be communicated to the future doctoral student along with the corresponding registration deadline.

\* **Students with Degrees from outside Spain.** Students with non-validated foreign degrees who wish to access these studies must, prior to admission, seek recognition of their degrees and the authorization to pursue this type of study, in accordance with procedures established for this purpose. Specific information is available through the following link:

[http://portal.uned.es/portal/page?\\_pageid=93,1282907&\\_dad=portal&\\_schema=PORTAL](http://portal.uned.es/portal/page?_pageid=93,1282907&_dad=portal&_schema=PORTAL)

Once prior authorization is granted, prospective students should complete the application for **admission** and register, where appropriate, in accordance with the process and established deadlines generally applicable.

### **II.- REGISTRATION**

Indicated in the response to the application for admission are the deadlines and conditions and the documentation to be submitted.

### **III.- DOCTORAL THESIS**

The doctoral thesis will consist of an original research paper, written by the doctoral student, covering any discipline or subject related to the scientific, technological, humanistic or artistic field of the doctoral studies undertaken.

The University shall establish procedures regarding the selection and inscription of the thesis topic, as well as the language used to write and defend said thesis, to ensure the quality of doctoral theses in both their preparation and evaluation process.

#### **Conditions of Supervision**

The preparation of the thesis is supervised at all times by the director and at regular intervals by the Academic Committee of the PhD Programme. The thesis director retains overall responsibility in guiding the doctoral student's research activities as a whole.

All doctoral theses submitted must meet the requirement of having produce a publication relating to said doctoral theses, providing documentary evidence to this effect.

The deposit of the thesis is carried out by informing the university community via publication on the university's website, thus ensuring publicity of the doctoral thesis so that any doctorate may comment on its content.

#### **a) Thesis Examining Board**

The Examining Board is composed of three members and three alternates. All members of the examining board must meet the requirements necessary to be a thesis director.

Examining Board members from outside the Spanish University System shall substantiate their research activities through their curriculum vitae.

In any case and given its status of the university responsible for issuing the degree, only one member from UNED may serve on the Examining Board. Excluded from serving on the examining board are the thesis Director, Co-Director, or Tutor, where applicable; except for those theses presented within the framework of bilateral agreements for joint supervision with foreign universities, this provision being reflected in their respective agreements.

#### **b) Defence of the Thesis**

The doctoral thesis will be evaluated in the act of defence to be held in an open session and will consist of the exposition and defence by the doctoral student of the research, methodology, content and conclusions, making special mention of his or her original contributions. Members of the Examining Board may pose the questions or objections they deem appropriate, to which the doctoral student shall respond. Likewise, doctorates present at the public act may pose questions and objections at the time and manner prescribed by the President of the Examining Board, to which the doctoral candidate shall respond.

#### **c) Rating the Thesis and Granting of the Distinction “cum laude”**

After the defence and discussion of the thesis, each member the Examining Board will set out in writing an assessment of said thesis.

The Examining Board will issue a report and the overall rating granted to the thesis and may propose that the thesis receive the distinction of "cum laude" if, to that effect, a secret vote by the examining board is unanimously positive.

#### **d) Language of the Thesis**

In addition to in Spanish, the thesis may be developed and, where appropriate, defended in the co-official languages of Spain and in the languages common to scientific communication in their field of knowledge, provided that it be authorized by the competent academic body. Where the copies are presented in a language other than Spanish, it will be necessary to provide a summary of the thesis in Spanish to carry out the required filling.

#### **IV.- SUGGESTIONS AND COMPLAINTS BOX**

UNED places at the disposal of the entire university community, via the Student Service Centre (CAE), a suggestions and complaints box.

Further information can be found at:

[https://portal.uned.es/portal/page?\\_pageid=93,27268401&\\_dad=portal&\\_schema=PORTAL](https://portal.uned.es/portal/page?_pageid=93,27268401&_dad=portal&_schema=PORTAL)

Specific inquiries will be addressed at the following email address:

[admescueladoctorado@adm.uned.es](mailto:admescueladoctorado@adm.uned.es)