

Webinar
8th May 2025

COTUTELLE AGREEMENTS and «DOCTOR EUROPAEUS» MENTION



SAPIENZA
UNIVERSITÀ DI ROMA

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08/05/2025

COTUTELLE AGREEMENT

What is it?

The joint supervision of doctoral theses allows PhD students, enrolled either at Sapienza or at foreign universities, to prepare their doctoral dissertation by conducting alternating research periods at their home university and the partner institution, with the aim of obtaining a dual degree

How to reach it?

The joint supervision agreement must be finalized within 18 months from the start of the PhD program, through a specific agreement signed by the Rectors of the participating universities, subject to prior approval by the Board of Professors of the Doctoral Programme

«Doctor Europaeus» mention

What is it?

The 'Doctor Europaeus' mention is an additional distinction awarded alongside the PhD degree

How to reach it?

The additional 'Doctor Europaeus' mention may be awarded by the University, upon request of the PhD student and subject to approval by the Board of Professors



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Noi Sapienza
Alumni
Association



Disability and
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PhD Programmes



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Art. 17 – Representation of PhD Students

Art. 18 – PhD Dissertation

Art. 19 – Ownership of Results, Confidentiality and Data Processing

Art. 20 – Committees for the Awarding of the Title of PhD Graduate

Art. 21 – PhD Schools

Art. 22 – Industrial PhD and Higher Education Apprenticeship

Art. 23 – PhD of National Interest

Art. 24 – International Cooperation

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Art. 26 – “Doctor Europaeus” Mention

Art. 27 – International PhDs

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Art. 29 – Final Provisions and Effectiveness



Monday, 5 June 2023

Research Doctorate R

With Rectoral Decree n. 1248 of 19/05/2023 which enters into force seven days after the Regulation on the matter for all purposes.

[PhD Regulation \(not for any legal purpose\)](#)



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PhD Regulation

– Art. 25 –

Joint supervision thesis

Joint supervision agreement:

- a)** set the implementation procedures of the programme as agreed upon by both partner universities;
- b)** is established between the universities for the benefit of the individual PhD student upon request;
- c)** must be approved by the Board of Professors of the Doctoral Programme

PhD Regulation

– Art. 25 –

Joint supervision thesis

Requirements:

- 1) the preparation of the thesis must be carried out in alternating, nearly equivalent periods at each of the two universities
- 2) the appointment of **two thesis supervisors**, one for each partner university, who oversee the PhD student's research activities and evaluate the thesis, determining whether the student is admitted to the final examination or, if not, excluded from the PhD programme
- 3) the writing and defense of the thesis must take place in **both languages** of the cooperating universities, or in a language mutually agreed upon by them (usually Italian and English)

PhD Regulation

– Art. 25 –

Joint supervision thesis

Requirements:

- 4) the **Examining Committee** for the final exam will be composed of scholars appointed by both partner universities, in equal numbers, and will include at least 4 voting members
- 5) following a positive evaluation by the Committee, each of the two universities awards the PhD degree,
- 6) the joint supervision agreement must be finalized within 18 months from the start of the PhD programme

It is not possible to reach a joint supervision agreement if the PhD student is concurrently enrolled in another course of study

PhD Regulation

– Art. 26 –

‘Doctor Europaeus’ mention

The additional mention of ‘Doctor Europaeus’:

- a)** can be awarded by the University, upon request of the PhD student;
- b)** requires to be approved by the Board of Professors

PhD Regulation

– Art. 26 –

‘Doctor Europaeus’ mention

Requirements:

- 1) the evaluations of the thesis must be written by at **least two professors from two different European universities**, other than the one where the thesis is defended (external referees)
- 2) At least one member of the Examining Committee must be from a **European country different** from the one where the thesis is defended
- 3) Part of the thesis must be defended in **one of the European official languages** other than the one of the country where the thesis is discussed
- 4) the research subject of the thesis must be partially carried out **during at least three months stay in a European country** other than the one of the PhD student



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Activating Thesis Co-Supervision (Cotutelle)

Thesis Co-Supervision is activated via agreements existing between university rectors, following their approval by university governance that also attests the availability of financial resources for the agreement.

Thesis Co-supervision may be activated no later than the eighteenth month from the starting date of the PhD programme.

Each year, by October 31, the PhD Commission will evaluate student activity, including that of joint degree students at partner universities, to admit them to the next programme year. The PhD Commission may authorise that a thesis be written in English or in another European language.

Italian thesis supervisors may belong to universities other than Sapienza.

To view the procedure, please click [here](#)

Downloads

- [template_cotutela_inglese.docx](#)
- [template_cotutela_italiano.docx](#)

Joint Supervision Thesis Agreement

Activation procedure

1 – *Joint supervision agreement for OUTGOING PhD students:*

Sapienza → Foreign university

- 1) selection of the foreign university by the PhD student;
- 2) submission of the request for activation of the joint supervision agreement to the Board of Professors through the Coordinator;
- 3) after the potential approval by the Board of Professors, submission of the request to the PhD Office – Programmes and careers Unit through the completion of a Google form;
- 4) completion of the template of the joint supervision agreement available on the PhD Unit webpage;
- 5) After the verification by the offices of the two partner universities, signing of the agreement and enrollment at the foreign university

Joint Supervision Thesis Agreement

Activation procedure

2 – Joint supervision agreement for INCOMING PhD students:

Foreign university → Sapienza

- 1) submission of the request for activation of the joint supervision agreement to the Board of Professors through the Coordinator;
- 2) after the potential approval by the Board of Professors, submission of the request to the PhD Office – Programmes and careers Unit through the completion of a Google form;
- 3) completion of the template of the joint supervision agreement available on the PhD Unit webpage;
- 4) after the verification by the offices of the two partner universities, signing of the agreement and enrollment at the foreign university



Doctor Europaeus

The following conditions must be satisfied to obtain a “Doctor Europaeus”:

- Thesis evaluation will be carried out by no less than two professors from two European universities in different EU States from where the thesis is discussed;
- At least one member of the Exam Commission must belong to a different EU State from where the thesis is discussed.
- Part of the thesis discussion must be held in a different EU official language than that used where the thesis is discussed;
- The research presented in the thesis must have been partly carried out in a stay abroad of no less than three months in a different EU member state.

Applications should be presented by candidates to the Programme Coordinator, who will submit it to the PhD Office with a declaration of conformity to application prerequisites before the student is admitted to the final exam, as well as to the PhD Exam Commission.

Procedures to follow to get the certification:

1. Applications should be presented by candidates to the Programme Coordinator, before the admission to the final exam.
2. Before the admission, the Coordinator must provide the **PhD Sector - Courses and Careers with the Resolution of the Academic Board** (*delibera del Collegio dei Docenti*) and the **Extract from the Department Council's Resolution** (*estratto della delibera del Consiglio di Dipartimento*) containing the proposal for the appointment of the Examination Committee. Both documents must clearly demonstrate compliance with the required criteria for certification.
3. Once the Examination Committee for the conferment of the PhD title has been appointed, the Coordinator must send the **resolution of the Academic Board** (*delibera del Collegio dei Docenti*)—as mentioned in the previous step—to the Committee before the scheduled date of the thesis defense.

Academic Programmes and Right to Education Area

PhD Sector - Courses and career

Manager

Georgia Pietralunga

Office Hours

Mon/Wed/Fri 8:30 - 12:00 (noon)

Tues/Thurs 2:30 - 4:30 pm

E-mail

ufficio.dottorato ✉

Locations

Piazzale Aldo Moro, 5
00185 - Roma

Locations Building CU011 (map) - near
the University Chapel

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[PhD Programmes](#)

‘Doctor Europaeus’ mention

Activation procedure

- 1) the PhD student must submit an application to the Programme Coordinator before being admitted to the final examination
- 2) upon receiving the request, the Coordinator must send to the PhD Office – Programmes and Careers Unit, prior to admission to the final examination, the resolution of the Board of Professors and, subsequently, the Department Council resolution containing the proposal for the appointment of the Examination Committee members; both documents must clearly indicate the recognition of the requirements necessary for the mention
- 3) once the Examination Committee for the awarding of the degree has been appointed, the Coordinator must send to the Committee, prior to the thesis defense date, the resolution of the Board of Professors regarding the awarding of the mention during the final exam

Increase of the PhD scholarship

Art. 8 par. 6 of PhD Regulation

The amount of the scholarship is **increased by 50%** for any study or research periods **abroad**, which must be **previously authorized by the PhD Programme Coordinator** and supported by a certificate from the host institution, for a period not exceeding 12 months.

An amount equal to 50% of a scholarship is also granted, starting from the 38th cycle, to PhD students without a scholarship, for research periods abroad of up to 12 months. These periods must be previously authorized by the PhD Programme Coordinator and supported by a certificate from the host institution.

These documents must be submitted to the PhD Office – Programmes and Careers Unit at the end of the stay abroad. The period may be extended up to a maximum total of 18 months for PhD programmes under international co-supervision agreements (co-tutelle).



Careers - PhD programmes

Research and studying period abroad: how to obtain the economic support

The scholarship amount is increased by 50% for each month spent abroad for study or research purposes. The periods during which financial support can be obtained are up to a maximum of 12 months, or 18 months for PhD students in joint thesis supervision. Stays abroad must be pre-approved by the PhD program Coordinator and substantiated by a certificate from the hosting institution.

To obtain the increase, **BEFORE DEPARTING**, you must submit your **request for travel authorization abroad for study and research purposes** by accessing **InfoStud** and following the [instructions](#) on the platform.

Remember that in order to receive the increase, the following documentation is required:

- **Pre-authorization signed by the Coordinator** (the authorization must be dated prior to the departure date of the trip abroad), indicating the planned period abroad – from date X to date Y (there is no standard form to fill out);
- **Request form for the increase**, properly completed and signed at the end of the period abroad ([click here](#) to download the form);
- **Certification from the hosting Institution/University**, signed (the certification must be dated after or close to the departure date for the stay abroad), indicating the actual period spent abroad (from date X to date Y) and issued on the official letterhead of the Institution/University, signed by the responsible person at the Institution (there is no standard form to fill out).

If the stay abroad is 7 months or more, you may apply for financial support from the PhD Sector - Courses and Careers at the end of each quarter by submitting the certification from the hosting institution.

The scholarship increase for stays abroad can be granted to PhD students until the end of the scholarship period and, for PhD students without a scholarship starting from the 38th cycle, for the entire three-year period. The increase is not available for the period between the completion of the three-year program (or any extended period) and the date of the final thesis defense.

The financial support mentioned above is compatible and cumulative with other scholarships awarded by national and foreign institutions that support the PhD student's activity abroad, as well as with funding from the MUR Youth Fund.

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Linee guida per l'inserimento delle tesi di dottorato in IRIS:

A [questo link](#) sono disponibili le nuove linee guida per il caricamento della tesi in IRIS.
At [this link](#) the new guidelines to enter doctoral thesis into IRIS

Come procedere:

- **Sommario:** ritorna alla pagina principale
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- **Contatti:** in questa sezione è possibile aggiornare i propri contatti.
- **Carriera Universitaria:** in questa sezione è possibile visualizzare i dati relativi alla carriera universitaria in possesso dell'Amministrazione. Nella sezione "Iscrizioni" della pagina potrai verificare l'anno di iscrizione ed il tipo di esenz
- **Produzione scientifica:** in questa sezione è visualizzata la produzione scientifica presente su Iris e pubblicata sul portale.
- **Curriculum Vitae:** in questa sezione è possibile inserire il proprio curriculum vitae da pubblicare sul portale.
- **Richiedi sospensione:** in questa sezione è possibile inserire una richiesta di sospensione di carriera; la sospensione sarà valutata dal coordinatore che potrà concederla, concederla in parte o negarla.
- **Richiedi proroga:** in questa sezione è possibile inserire una richiesta di proroga di carriera (solo per studenti del 3° anno) ai sensi dell'art. 16bis comma 9 del Regolamento di Ateneo; la proroga sarà valutata dal coordinatore che
- **Richiedi autorizzazione attività lavorativa:** in questa sezione è possibile inserire una richiesta di autorizzazione ad altra attività lavorativa; la richiesta sarà valutata dal coordinatore che potrà concederla o negarla.
- **Richiedi e gestisci un viaggio:** in questa sezione è possibile inserire una richiesta di autorizzazione ad un viaggio di studio; la richiesta sarà valutata dal coordinatore che potrà concederla o negarla. Successivamente sarà possib
- **Richiedi sospensione temporanea della borsa:** in questa sezione è possibile inserire una richiesta di sospensione temporanea del pagamento della borsa.
- **Modulistica (rinunce definitive):** in questa sezione è possibile generare e caricare i moduli per la [rinuncia definitiva alla borsa](#) (RB) e per la rinuncia al dottorato (RD).
- **Certificati:** in questa sezione è possibile generare e caricare i certificati di carriera, superamento della prova di accesso, idoneità e titolo (in italiano ed in inglese con timbro digitale).
- **Riepilogo pagamenti:** in questa sezione sono elencati tutti i pagamenti effettuati sulla piattaforma pagoPA. Non sono elencati quelli fatti mediante altri canali.
- **Riepilogo schede di rendicontazione:** in questa sezione è possibile visualizzare i dati inseriti nelle schede di rendicontazione annuali.
- **Upload files:** se attivata dal Coordinatore questa sezione consente il caricamento di files quali ad esempio report sull'attività svolta o altre tipologie.
- **Upload tesi:** se attivata dal Coordinatore questa sezione consente il caricamento del file della tesi che sarà poi inviato in valutazione esterna.
- **Attestazioni:** in questa sezione è possibile scaricare le attestazioni di frequenza a corsi o seminari (se previsti).
- **Iscrizione all'anno successivo:** in questa sezione riservata solo agli iscritti al 2° e 3° anno, ricevuto il passaggio d'anno, è possibile procedere al pagamento (mediante PagoPA) per l'iscrizione all'anno successivo.
[Riceverai una notifica via mail non appena la procedura sarà attiva per il tuo corso.](#)
- **Altri pagamenti:** se attiva consente pagamenti differenti rispetto ai passaggi d'anno (es. ritiro pergamene, iscrizioni pregresse, ecc.).

In caso di problemi è disponibile il servizio di **Help Desk**.

PhD Office – Programmes and Careers Unit

Window hours and contacts

Monday/Wednesday/Friday 10:30 – 12:30

Tuesday/Thursday 14:00 – 16:00

ufficio.dottorato@uniroma1.it

phdfellowship@uniroma1.it

cotutele.phd@uniroma1.it



THAKS FOR YOUR ATTENTION!