

INFORMATION FOR PHD STUDENTS

DOCUMENTS FOR VIVA VOCE EXAMINATIONS:

- [Viva voce dossier](#)
- [Viva voce guide](#)
- [ED 544 certificate of non-plagiarism](#)
- [ED 305 certificate of non-plagiarism](#)
- [PhD thesis cover page](#)

SENDING ELECTRONIC VERSIONS OF PHD THESES:

- [Electronic PhD thesis submission form](#) (before viva)
- [Electronic PhD thesis submission form](#) (after viva)
- [Submitting PhD theses electronically – a guide](#)

JURY EXPENSES:

- [Procedures for claiming travel expenses – members of the ED 544 jury](#)
- [Procedures for claiming travel expenses – members of the ED 305 jury](#)

COLLECTING DIPLOMAS:

Diplomas may be collected in 3 ways:

- Doctors may collect their diplomas from the Research and Technology Transfer Department on presentation of a form of ID
- Third parties may collect diplomas from the Research and Technology Transfer Department provided they have a form of ID, a photocopy of the Doctor's ID and have been granted authority to do so
- A diploma may be sent anywhere in **France or the European Union** at the Doctor's written request. For this purpose, an A4-format envelope must be provided, together with 10 stamps (standard letter rate) and a pre-filled in "registered letter and acknowledgement of receipt" slip
- A diploma may be sent to a **country outside the European Union** at the Doctor's written request. If this is requested, the diploma will be sent to the French embassy of the country in question (provide us with the embassy's exact address, together with your own address and your telephone number).

FINANCIAL ASSISTANCE FOR TRAINING, FIELDWORK AND CONFERENCES:

- [ED 544 Application for financial assistance](#)
- [ED 305 Application for financial assistance](#)

Date of update June 23, 2015