

# COTUTELLE AGREEMENT

This Agreement sets out the guidelines for co-operation between the Norwegian University of Science and Technology (NTNU) and

institution\_\_\_\_\_

represented by:

Name, Rector, NTNU\_\_\_\_\_

and

Name, institution\_\_\_\_\_

These two institutions shall co-operate in respect of the doctoral degree training for

Name, candidate\_\_\_\_\_

## 1. Admission

It is a condition that the doctoral degree candidate satisfies the admission requirement at each of the two institutions and has been/will be admitted to an approved doctoral degree programme at both institutions.

Name, candidate \_\_\_\_\_ has been admitted to the doctoral training programme at \_\_\_\_\_ (faculty, NTNU) by decision of xx Month year by the \_\_\_\_\_ (faculty, NTNU) and to the programme for \_\_\_\_\_ (institution) by decision of xx Month year by the \_\_\_\_\_

## 2. Funding

The candidate's doctoral education is financed as follows:

\_\_\_\_\_  
\_\_\_\_\_

## 3. Organized academic training

The candidate's programme (project, theoretical syllabus etc) shall satisfy the regulations/doctoral degree programme of both institutions.

**4. Title of the dissertation**

The two institutions approve a joint arrangement for a doctoral degree and a joint doctoral dissertation when the latter shall be defended at a disputation. The title of the dissertation to be prepared is:

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**5. Registration**

The doctoral degree candidate is to be registered at the two institutions for the following period of agreement:

from \_\_\_\_\_ to \_\_\_\_\_

It shall be possible to complete the research work within the period of agreement, of which a net period of 3 years is dedicated to the candidate’s doctoral degree training. Only exceptionally may the duration be prolonged. This may be done only at the request of both the principal supervisors, and provided the two institutions are in favour thereof. Such a request should be made 3 months before the expiry of the period of the agreement. The decision is to be formulated in an appendix to the present Agreement.

**6. Supervisors**

The candidate shall have at least one supervisor at each institution. Both supervisors are responsible for the progress of the doctoral degree work.

From NTNU:

Name, supervisor \_\_\_\_\_

is the principal supervisor.

From institution:

Name, supervisor \_\_\_\_\_

is the joint supervisor.

The supervisors undertake to perform joint exercise of their advisory function in respect of the doctoral degree candidate with the current regulations at each institution. They also undertake to consult each other regularly concerning the progress of the research work.

### **7. Residency and research periods at the institutions**

The doctoral degree candidate has made plans to spend time at two institutions in the following manner:

Institution, from, to \_\_\_\_\_

Institution, from, to \_\_\_\_\_

Institution, from, to \_\_\_\_\_

### **8. Work space**

The candidate is entitled to a work space at both institutions in those periods when he/she is present there.

### **9. Reporting**

The candidate and supervisors shall deliver separate annual reports on progress to both institutions.

### **10. Dissertation**

The dissertation shall be written and defended in English, or another language both institutions agree upon.

The dissertation form is \_\_\_\_\_  
\_\_\_\_\_

The dissertation shall bear the imprint of the logo of both institutions and the cotutelle relationship shall be clear from the cover/title page of the dissertation.

### **11. Public dissertation**

Both institutions take cognizance of the fact that no restrictions may be placed on the making public and publishing of the results or of the dissertation.

Where the candidate is the sole author of the doctoral degree dissertation, he or she alone has the copyright to the work. Where the doctoral degree dissertation consists of a collection of articles and a summary, the candidate alone will have the copyright to those parts that are the result of his or her independent effort.

### **12. Use of the results**

Both institutions have the right to use the results and the dissertation for the purposes of teaching and research activities.

Separate agreements shall be written for works that may lead to patents.

### **13. Appointment of an adjudication committee**

The adjudication committee shall be appointed by \_\_\_\_\_. Taking account of the PhD regulations of both institutions, the committee shall consist of

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The supervisors should not be members of the committee and should not be its administrators either. The committee shall work in accordance with the regulations applying at the institution at which the disputation is held.

### **14. Disputation**

The dissertation shall be defended at a single disputation which is planned to take place at:

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In connection with the disputation the regulations applying at the institution at which the disputation takes place shall normally be followed. Both supervisors must be present at the disputation.

Travelling and subsistence expenses relating to the disputation are to be covered by the institution at which the disputation takes place.

### **15. Degree**

The dissertation is subject to the approval of both institutions which undertake to confer the Degree of

Philosophiae Doctor (PhD) at the Norwegian University of Science and Technology, and

degree, institution \_\_\_\_\_

Both degree titles shall be explicitly mentioned in the report submitted from the disputation.

### **16. Diploma**

Each of the two institutions will issue its own diploma. It shall be clear from the diploma and/or from a supplement that this is a cotutelle degree.

### 17. Financial compensation

Each institution is entitled to the financial compensation to which a doctoral degree gives rise in the home country.

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Place and date

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Place and date

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Place and date

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PhD candidate

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principal supervisor  
NTNU

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joint supervisor  
institution

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Place and date

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Place and date

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Dean of the Faculty, NTNU

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institution

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Place and date

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Place and date

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Rector, NTNU

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institution