

**COOPERATION AGREEMENT FOR THE CO-SUPERVISION OF DOCTORAL
THESES LEADING TO THE DOUBLE/TRIPLE DOCTORAL DEGREE BY THE
UNIVERSITY OF LA LAGUNA, {THE UNIVERSITY OF [PARTNER
UNIVERSITY] (2)} AND THE UNIVERSITY OF [PARTNER UNIVERSITY (1)]**

PREAMBLE

*Name and personal information about the university/universities parties' legal
representative*

Mr Gustavo Alberto Marrero Díaz, director of the School of Doctoral and Postgraduate Studies of the University of La Laguna (EDEP), by the powers conferred by section twelfth of the Resolution of May 12, 2023, which approves the delegation of powers of the Rector and substitution regime of the ULL.

The parties do hereby mutually recognize one another's capacity to intervene and the legal capacity required to sign this agreement. To that end,

AGREEMENT

CLAUSE ONE. OBJECTIVE

1.1) This agreement follows Article 15 of Royal Decree 99/2011, of January 28, 2011, which regulates official doctoral studies; Article 32 of the Doctoral Regulations of the ULL; and the Regulations of the ULL for the completion of doctoral theses under international co-supervision.

1.2) The purpose of this agreement is to establish the bases that allow the doctoral thesis of the doctoral student (details below) to be carried out under international co-supervision conducive to the title of Doctor. International co-supervision is defined as the direction, preparation, defence and evaluation of a doctoral thesis under the joint responsibility of two universities within the corresponding doctoral programmes.

PhD student	[STUDENT NAME]
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Thesis proposal	[THESIS TITLE]
Supervision of the thesis at the ULL	[NAME AND SURNAME; POSITION]
Thesis supervision at [PARTNER INSTITUTION] (1)	[NAME AND SURNAME; POSITION]
<i>{Thesis supervision at [PARTNER INSTITUTION] (2)}</i>	<i>[NAME AND SURNAME; POSITION]</i>
Doctoral Programme at the ULL	[ULL Programme NAME]
PhD Program at [PARTNER INSTITUTION] (1)	[PARTNER INSTITUTION PROGRAMME NAME]
<i>{PhD Program in [PARTNER INSTITUTION] (2)}</i>	<i>[PARTNER INSTITUTION PROGRAMME NAME]</i>

CLAUSE TWO. ACADEMIC REQUIREMENTS

2.1) The conditions for the registration and defence of the doctoral thesis, within this framework of co-supervision, are regulated by the norms applicable to each of the universities relating to doctoral studies. In particular:

- a. The doctoral student must meet the requirements for access and admission and submission and defence of the thesis established by each university. Therefore, in order to sign this agreement, it will be necessary for the student to be previously enrolled in a doctoral programme at the universities.
- b. The student will enrol in each of the universities every academic year throughout the doctoral period. In the case of the ULL, the student must specify co-supervision at the time of enrolment.

In the case of outgoing students:

- c. Concerning ULL, the student must pay all academic fees each year, as stipulated by the decree on public pricing established by the *Gobierno de Canarias*.

Following the completion of a stay at another institution, it will not be required to pay the academic fees at ULL, provided that at the time of registration the student attaches a document that justifies more than 6 months away from this university. The certificate of stay must be duly signed by the supervisor at the partner university.

[The partner institution should indicate whatever is required concerning its academic fees]

In the case of incoming students:

c. Concerning ULL, the student must pay the academic fees, as stipulated in the decree on public pricing by the *Gobierno de Canarias*, in the first academic year of enrolment, regardless of the period in which the stay takes place.

If a stay beyond 6 months is scheduled, the fees must also be paid for that additional academic year.

d. If the age requisites are met, the student insurance must be paid, as required by the ULL.

e. The student will be able to benefit from the scholarship programmes promoted by each institution and will enjoy the rights provided in each institution for doctoral students. This includes the right to academic supervision and the resources necessary for the development of their work. Consequently, the student must comply with all the obligations imposed by each institution on doctoral students.

f. Each doctoral program of each university will assign the student a thesis supervisor. Both supervisors will jointly supervise the doctoral thesis work.

CLAUSE THREE. DEVELOPMENT OF THE DOCTORAL THESIS

3.1) The universities will share the time devoted to developing the doctoral thesis. The minimum stay in each will be at least six months at once or in several periods.

3.2) The doctoral student will have to carry out the academic activities determined by each of the university programmes and present a research plan as established in the regulations of each of the institutions. At the ULL, the student must also submit their research plan and record of academic activities (*Registro de Actividades y Plan de Actividades*) annually.

3.3) The thesis will be written in [MAIN LANGUAGE]. The thesis will be complemented by an abstract that will include, at least, the introduction and conclusions in [SECOND LANGUAGE]. *This requirement is not necessary if all universities share the same official language.*

3.4) The publication, dissemination, and protection of the doctoral thesis will follow the Spanish law and the legislation of [COUNTRY or COUNTRIES].

CLAUSE FOUR. REQUIREMENTS FOR STAYS ABROAD

4.1) During stays abroad, the doctoral student must have medical and accident insurance, as well as civil liability insurance.

Doctoral students from the European Economic Area (plus Iceland, Norway, Liechtenstein, and Switzerland) must have a registered European Health Insurance Card (EHIC). The EHIC is a personal document that entitles the EHIC holders to receive health care during their stay in these countries.

4.2) It will be the responsibility of the doctoral student to carry out all the necessary procedures to obtain the visa and immigration documents if necessary.

4.3) Students who apply for the *menCIÓN internacional* (*international doctorate*) will be required to make an additional stay of at least three months in an institution other than those that sign this agreement, to comply with the requirements established by Spanish regulations.

CLAUSE FIVE. DEFENCE AND EVALUATION OF THE DOCTORAL THESIS

5.1) There will only be one evaluation and defence of the thesis and it will take place in [DEFENCE VENUE].

5.2) The members of the committee that evaluates the doctoral dissertation and the defence will be assigned by mutual agreement among the universities. The members will be determined by the current legislation of the university of the country in which the doctoral thesis is defended. The co-supervisors may not be part of the evaluating committee.

5.3) Regardless of whether the thesis is defended at a university other than the ULL, the doctoral student must submit the doctoral dissertation at this university before proceeding with the defence. It is not possible to defend the thesis without prior authorization from the ULL Doctoral School or without paying the thesis defence fee.

All documentation required by the ULL Doctoral Regulations must be submitted along with the doctoral dissertation. Specifically, the certificate of the co-supervisors indicating that the stays have been completed (deadlines and dates) and proof that the academic requirements indicated by the academic committee have been met and, where appropriate, the request for *menCIÓN internacional*.

5.4) Choose the option according to whether or not the grades are equivalent. If there is no equivalence, insert a box specifying how they should be converted. In the case of the ULL, the grades are: *suspenso (fail)*; *aprobado (pass)*; *notable (average)*; *sobresaliente (outstanding)*.

5.5) If the defence does not take place at the ULL, the examination committee must decide if the thesis is worthy of the *Cum Laude* mention, as established by the regulations of this university, which implies unanimous decision by secret ballot from each of the members of the committee. The decision must be sent to the *Negociado de Doctorado* of the ULL, along with the minutes of the defence.

CLAUSE SIX. ISSUANCE OF CERTIFICATE

6.1) A doctoral degree certificate will be issued by each university that has signed the co-supervision agreement. The doctoral student must pay the corresponding fees at each of the universities.

The doctoral degree certificate issued by the ULL will state the following:
"thesis under co-supervision with the University of [NAME OF PARTNER UNIVERSITY OR UNIVERSITIES]".

6.2) The degree awarded by the ULL may include the mention of *"mención internacional"* as long as it complies with the regulations and requirements necessary to obtain this mention.

{6.3) The title by [PARTNER UNIVERSITY] [REGULATIONS OF MENTIONS IN PARTNER UNIVERSITIES, IF APPLICABLE]}

CLAUSE SEVEN. MODIFICATION, VALIDITY AND TERMINATION

7.1) This agreement may be amended at any time by express written agreement of the signatory parties.

7.2) This agreement is valid as long as the student meets the enrolment requirements for the doctoral programme established by the institutions until the defence of the thesis is completed. The duration will be 4 years following the date of signature, although it may be extended for 4 more years.

7.3) This agreement may be terminated for the following reasons:

- a.- By mutual agreement of the parties.
- b.- Due to the expiry of the 4-year duration or its extensions.
- c.- For breach of the agreed obligations or for having breached the duty of loyalty.
- d.- By unilateral decision by any one of the parties, through written communication to the other party three months before the date on which it is to be terminated.
- e.- Exceeding the allotted time in any of the programmes or failing to comply with any of the requirements to continue (for example, two negative assessments of the research plan or failure to enrol on time).

f.- By a judicial decision declaring the nullity of the agreement.

CLAUSE EIGHT. PROTECTION OF PERSONAL DATA.

8.1) Under Ley Orgánica 3/2018, on the 5th of December, on the protection of personal data and guarantee of digital rights, the ULL informs that by signing this document the signatory authorises the processing of personal data indicated therein, which will be included in a file for administration purposes of the ULL and within the limits established by this agreement.

8.2) The signatory is also informed of the possibility of exercising the rights to access, rectify, cancel and oppose by request through the *Sede Electrónica* (ARCO Procedure - <https://sede.ull.es/ecivilis-site/catalog/showProcedure/230>).

8.3) With this agreement the ULL commits to hold and maintain confidentiality of all personal data provided, to protect them following the regulations on the protection of personal data and to use them exclusively for the above purposes.

CLAUSE NINE. MONITORING AND COORDINATION COMMITTEE

9.1) For control, monitoring and interpretation of the terms of this agreement, a committee of 4 or 6 members will be constituted:

— Representative of the Escuela de Doctorado y Estudios de Posgrado.

— Coordinator of the Doctoral Programme [NAME OF THE PROGRAMME]
of the ULL, or designated representative.

— [REPRESENTATIVE OF THE DOCTORAL PROGRAMMES AT
UNIVERSITY (1)], [NAME AND SURNAME].

— [COORDINATOR OF THE DOCTORAL PROGRAMME AT UNIVERSITY
(1)].

— [REPRESENTATIVE OF THE DOCTORAL PROGRAMMES AT UNIVERSITY (2)], [NAME AND SURNAME].

— [COORDINATOR OF THE DOCTORAL PROGRAMME AT UNIVERSITY (2)].

CLAUSE TEN. ADMINISTRATIVE CONTACT INFORMATION

10.1) For all administrative matters at the ULL, refer to the *Negociado de Doctorado* at the *Escuela de Doctorado* of the ULL. The contact details are doctorado@ull.es and 922317269.

10.2) For all administrative matters at [PARTNER UNIVERSITY] (1) or (2) refer to [NAME OF DEPARTMENT]. The contact details are: Add contact email and telephone number.

CLAUSE ELEVEN. DISCREPANCIES

The parties undertake to resolve amicably within the *Comisión de Seguimiento y Coordinación* (Monitoring and Coordination Committee) any disagreement that may arise throughout the duration of this agreement.

And in proof of their agreement with the foregoing, they sign this document in as many copies as there are parties, at the place and date of the signature.

PhD STUDENT

[NAME AND SURNAME]

APPROVAL OF THESIS SUPERVISORS

By the University of La Laguna,

[NAME AND SURNAME]

By the [UNIVERSITY WITH
CO-SUPERVISION],

[NAME AND SURNAME]

APPROVAL BY UNIVERSITIES

On behalf of the University of La Laguna, the
director of the School of Doctoral and Postgraduate
Studies, Mr. Gustavo Alberto Marrero Díaz.

By the [UNIVERSITY WITH WHICH I
CO-SUPERVISE], [POSITION]. [NAME AND
SURNAME]

ADDENDUM
Summary of the research plan