

First year of PhD – Your follow-up committee

Selon le règlement intérieur de l'EDOM – Article III.3 – Suivi du doctorant

What is the purpose of the monitoring committee?

The committee meets during the first year of your PhD to review the progress of your work, of your training and of your projects. It allows to ensure that your thesis is progressing well. **The report (CR)** that will be written by your monitoring committee is a form that you will need for your thesis registration the following year.

Who are the members of this monitoring committee?

The two mandatory members are the director of the laboratory¹ and the deputy director of EDOM in charge of your laboratory². Your thesis director is not a member.

When does it meet and for how long?

Generally, the monitoring committee of first-year doctoral students is taking place in May. The interview lasts 20 minutes.

Who organizes the follow-up committee?

EDOM coordinates the follow-up committees according to the availability of the committee members. An invitation to the interview is sent by email to each doctoral student. It is not possible to postpone this follow-up committee.

What must the doctoral student do?

Before the follow-up committee meeting, the doctoral student must send to the EDOM deputy director:

- 1) **The progress report:** to be signed by the thesis director and sent to the deputy director of EDOM.
- 2) **The satisfaction questionnaire:** to be sent **directly** to the EDOM deputy director. This confidential document should not be sent to any other person.

Who deposits your CR on ADUM?

Your CR (i.e., the report of the committee) signed by the members of the follow-up committee will be deposited by EDOM on your ADUM space within approximately 3 weeks.

Does the doctoral student have to attach his or her CR for re-registration in the following year?

No, it is not necessary to attach this document, even if it is on the list of required documents. EDOM has already uploaded it in the ADUM system, so attaching it would create a duplicate.



[Progress Report](#)

Satisfaction questionnaire: it will be sent to you by email at the end of April.

¹ or his/her representative.

² If your thesis director is the director of the laboratory or the deputy director of EDOM, another member of the monitoring committee will be appointed in replacement.