Procedure for requesting a waiver of the minimum funding threshold for a doctoral thesis in initial training

*ADOPTED UNANIMOUSLY AT THE ASSEMBLY OF DIRECTORS OF DOCTORAL SCHOOLS ON MAY 17, 2021*

[References - 1 -](#_Toc71705182)

[Preamble - 1 -](#_Toc71705183)

[Objective - 2 -](#_Toc71705184)

[Application for a waiver - 2 -](#_Toc71705185)

[Examination of the request - 3 -](#_Toc71705186)

# Références

* [Decree of May 25, 2016](https://www.legifrance.gouv.fr/loda/id/JORFTEXT000032587086/2020-12-11/) establishing the national framework for training and the procedures leading to the award of the national doctoral degree ;;
* [Decree of February 22, 2019](https://www.legifrance.gouv.fr/jorf/id/JORFTEXT000038200990#:~:text=La%20d%C3%A9livrance%20du%20doctorat%20certifie,leur%20formation%20par%20la%20recherche.) defining the skills of doctoral graduates and registering the doctorate in the national directory of professional certification
* [Decree of July 27, 2020](https://www.universite-paris-saclay.fr/sites/default/files/2020-11/Accred_arrete27juil2020_UParisSaclay.pdf) accrediting Université Paris-Saclay and the Ecole Universitaire de 1er cycle de Paris-Saclay (EU1CPS) for the granting of national diplomas;
* Université Paris-Saclay doctoral [rules of procedure](https://www.universite-paris-saclay.fr/sites/default/files/media/2021-05/2020_10_21_reglement_interieur_doctorat.pdf);

# Préamble

According to **article 11-2-11** of **Université Paris-Saclay's doctoral rules of procedure**, admission to the doctoral program in **initial training** is conditional upon obtaining funding dedicated to the remuneration of the PhD student for the realization of the doctoral project, the amount of which is greater than a **minimum funding threshold** set according to the methods defined in article 11-2-12.

According to **article 11-2-12** of the University of Paris-Saclay's doctoral rules of procedure, **the amount of the doctoral contract** as defined by the Ministry of Higher Education and Research **is the reference for the financing of PhD students who are in initial training.**

If the candidate has a **full-time** **employment contract** under French law, **which is dedicated to doctoral training,** the minimum funding threshold is reached as soon as the gross monthly salary of the PhD student is higher than the **gross full-time SMIC**.

**In other situations**, the minimum funding threshold is reached when the **total monthly financial support** received by the PhD student is higher than the **net full-time SMIC plus the cost of appropriate social security coverage**. This financial support can be made of several elements, such as a grant from a foreign government, mobility assistance, housing, waiver of university fees, assistance to settle in France, etc. The financing plan is specified in the application form.

**Requests for waivers of this minimum funding threshold** are examined by the assembly of directors of doctoral schools, on the proposal of the doctoral school. The reasoned opinion of the assembly of directors of the doctoral schools, describing the forecasted situation of the PhD student, is then attached to the registration file.

Regardless of the particular encoutered situation, **no candidate** may be asked to travel from another country or region to prepare his/her PhD at Université Paris-Saclay in a configuration that would place him/her **below the poverty threshold in Ile de France.**

The list of granted waivers is annually presented to the doctoral policy council.

# Objective

The objective of this procedure is to ensure that each PhD student is placed in material and financial conditions that allow for the successful completion of the thesis.

**The absence of funding dedicated to the preparation of the thesis is not in itself a reason to refuse an application for registration**. However, in the absence of funding dedicated to the preparation of the thesis, the request for a waiver allows the university to ensure that the material and financial conditions envisaged for the preparation of the doctorate have been verified.

# application for a waiver

The application for a waiver must include the following elements

* a letter from the candidate explaining his or her motivations, his or her situation, and describing the resources he or she will be able to benefit from during the preparation of the thesis;
* a letter of support from the thesis director specifying the situation and attesting on his or her honor that the material and financial conditions are met to allow the preparation of the thesis to proceed smoothly;
* a support letter from the director of the laboratory attesting on his or her honor that the laboratory council has given a favorable opinion on the reception of the candidate in the material and financial envisaged conditions and specifying, if applicable, the measures and assistance that could be taken, in case of difficulty, at the laboratory level;
* a letter from the director of the doctoral school attesting on his or her honor that he or she has verified that the material and financial conditions are met to allow the thesis to proceed smoothly and that the council of the doctoral school has given a favorable opinion on the reception of the candidate under the envisaged conditions.

# examination of the request

The director of the doctoral school informs the director of the Maison du doctorat of the need to submit a request for a waiver of the minimum funding threshold for a doctoral thesis in initial training, and sends him or her the elements of the request.

These waiver requests are examined by the assembly of doctoral school directors, on the proposal of the doctoral school, for the purpose of a decision on registration by the head of the institution. This assembly meets on a monthly basis.

The assembly of doctoral school directors gives a reasoned positive or negative opinion on the request for waiver to the head of the institution. It may also make **recommendations** to the PhD student, the prospective thesis director, the laboratory or the doctoral school. The committee may also ask the PhD student and the doctoral school for additional information and delay its opinion.

**The reasoned opinion of the assembly of directors of the doctoral schools, describing the prospective situation of the PhD student, is then attached to the registration file.**