

The thesis follow-up committee.

This concerns PhD students registering for the first and second year of their thesis at the beginning of the 2021-2022 academic year

During the thesis, if possible during the first year (for students enrolled in the first year of the thesis) and at the latest before the end of the second year (for students enrolled in the second year of the thesis), an individual follow-up committee must be set up by the thesis supervisor. The follow-up committee is **composed of at least two researchers, one of whom is qualified to supervise research (HDR)**, from outside the doctoral supervision and the research team.

2 cases are to be considered according to the duration of the thesis.

1. For a thesis **that does not exceed 39 months in duration**, and therefore does not require re-registration in the 4th year, the meeting of the follow-up committee must take place during the 2nd year of the thesis, before re-registration in the 3rd year (i.e. before the end of September of the following academic year).
2. For a thesis **exceeding 39 months in duration** (defense after December 31), thus requiring a re-registration in the 4th year, a second meeting of the follow-up committee will have to take place during the 3rd year of the thesis, before the re-registration in the 4th year (i.e. before the end of September of the following academic year).

The meetings of the follow-up committee will take place according to the following modalities:

- Prior to the meeting of the follow-up committee, the PhD student sends the follow-up committee a progress report (about 5 pages)
- The meetings of the individual follow-up committees are not public. An individual follow-up committee meeting includes three main phases:
 - A presentation (15 to 30 minutes) to the follow-up committee by the PhD student of the scientific work carried out, followed by a scientific discussion and exchanges with the committee on the progress of the research work.
 - A meeting of the follow-up committee with the PhD student, in the absence of any member of his/her supervisory team, on the conditions and progress of his/her doctoral training.
 - A meeting of the follow-up committee with the thesis supervisor or, with the supervisory team, in the absence of the PhD student, on the conditions and progress of the doctoral training.
- At the end of the meeting:
 - The follow-up committee makes a report in the presence of the Ph student and the thesis management/supervision team.
 - The follow-up committee writes a report that is sent to the PhD student and the thesis supervisor.
 - The PhD student submits the report of the follow-up committee in the pdf document requested at the time of re-registration.

Detailed information can be found in [guide of the follow-up committee of university Paris Saclay](#)

During your appointment at the doctoral school for re-registration:

1. For a 2nd year re-registration ::

The PhD student presents to his/her doctoral school referent the progress of his/her thesis obtained during the first year, using 3 slides in approximately 5 minutes.

2. For a 3rd year re-registration :

The PhD student does not have to make a presentation. The doctoral school's referent will have taken note of the report of the follow-up committee filed in ADUM.

3. For a 4th year re-registration :

The PhD student does not have to make a presentation. The doctoral school's referent will have taken note of the report of the follow-up committee filed in ADUM.

