

Doctoral School No. 509
“Sociétés méditerranéennes et sciences humaines”

Doctoral Program’s Regulations

Doctoral students regularly registered in the doctoral school (ED) are required to complete **a minimum of 90 hours** of training during the first three years of the doctorate.

Doctoral students plan their training in agreement with their thesis director at the time of registration. The modules considered by doctoral students for their training may change during the three years of the doctorate. The “training agreement” (convention de formation) document, compulsory for the first registration, includes a section dedicated to this planning (Article 10. of the training agreement)

Article 1 - Training organization

The doctoral training is organized as follows:

- Specialized training unit (30h): courses provided in the various fields of the ED
- Research ethics training unit (10h)
- Cross-disciplinary training unit (30h): multidisciplinary and / or professional courses
- 20h of training to be freely allocated by the doctoral student

Article 2 - Training content

1° Specialized training unit (30h)

This unit is made up of several modules to choose from by the doctoral student:

- Colloquium module:

The doctoral student's participation in a colloquium is validated for a maximum of six hours, when this scientific event takes place over at least two days. It is validated for only a maximum of three hours, when the duration of the conference is less than two days.

The colloquiums which may be entitled to validation are those organized by one or more of the research units affiliated with Doctoral School No. 509, by a research unit outside the University of Toulon, by another university or a learned society mainly composed of academics. In these last three cases, the doctoral student's participation in the colloquium can be validated only with the prior consent of the director of the doctoral student's affiliated research unit.

- Conference module:

The conferences focus on topics that fall within the scientific field of affiliation of the doctoral student (Letters and Human Sciences, Law, Economics, Management Sciences or Information and Communication Sciences). Among these conferences, those directly related to the specialty of the doctoral student must not exceed a total volume of eight hours. Each conference is validated for a maximum of two hours. If its actual duration is less than two hours, it is only validated for one hour.

The conferences which can be entitled to validation are the conferences given under the aegis of the research unit of affiliation of the doctoral student, of the UFR (Unité de Formation et de Recherche - Research and Training Unit) of affiliation of the doctoral student within the framework of a specific training offer,

of another research unit of the University of Toulon, of a research unit external to the University of Toulon, of another university or of a learned society composed mainly of academics. In these last five cases, the participation in the conference can only be validated with the prior consent of the director of the doctoral student's affiliated research unit.

- Seminar module:

The seminars are organized by the research unit to which the doctoral student is affiliated. Each seminar is validated for a maximum of two hours. If its actual duration is less than two hours, it is only validated for one hour.

- Master Courses

The doctoral student has the possibility of taking M1 and M2 courses as long as these courses appear necessary for the development of his thesis subject, and provided that these courses have not already been taken by the doctoral student during his previous studies. Registration for these courses is subject to the authorization of both the thesis supervisor and the director of the Master. The number of hours of doctoral training validated in this manner is set as follows:

- o For courses less than 15h long., 5 hours of doctoral training will be validated
- o For courses ranging from 15h to 30h long., 10 hours of doctoral training will be validated

- Disciplinary or multidisciplinary courses organized by the doctoral school each year.

2°) Research ethics training unit (10h)

In accordance with article 3 of the decree of May 25, 2016 defining the national training framework and the procedures leading to the issuance of the national PhD, the doctoral school ensures that doctoral students receive training in research ethics and scientific integrity.

This training unit is made up of several modules described in the catalog of doctoral training. The courses taken are validated according to the number of hours displayed in this catalog.

It is mandatory for the doctoral student to take at least 10 hours of training in these various modules.

3°) Cross-disciplinary training unit (30h)

This unit is made up of several modules described in the catalog of doctoral training. The courses taken are validated according to the number of hours displayed in this catalog.

- Research tools module

- Research protection and security module

- Epistemology and scientific culture module

Compulsory course for doctoral students having a Youth Employment from the PACA region.

- Research promotion module

- Languages module:

- Professional integration module

- Doctoriades

They are open to all doctoral students affiliated with the Doctoral School as well as to young doctors. They are organized in the form of two days of Youth Research at the University of Toulon, during which doctoral students and young doctors from the Doctoral School can make known and share the results of their research during thematic workshops.

The participation of the doctoral student as a contributor to the Euro-Mediterranean Doctoriades gives rise to the validation of four hours for the doctoral training. The participation of doctoral students to the organization of

the doctoriades, which is part of their responsibilities, gives rise to the validation of ten hours for the doctoral training (the two validation processes can be combined for the same doctoral student).

4°) 20h of courses to be freely allocated by the doctoral student

For the remaining 20 hours, doctoral students have the choice of following disciplinary or multidisciplinary courses according to their needs and their professional project in agreement with their thesis supervisor and with the approval of the director of the doctoral school.

Article 3 - MOOC

Doctoral students can carry out their training through disciplinary, research ethics, or multidisciplinary MOOC. These training courses are only taken into account for doctoral training when doctoral students produce an attendance certificate.

Doctoral students cannot have more than 30 hours of training validated through MOOC.

Article 4 - Compulsory nature of doctoral training

Doctoral training is compulsory for doctoral students enrolled in the first, second and third year of doctorate and to defend a thesis.

Article 5 - Attendance verification

The attendance of doctoral students in the various training courses is subject to verification, in the forms and methods adapted to each of the units of the doctoral training.

Article 6 - Absence regulations

The absence of the doctoral student from a training session can be excused by producing a medical certificate or by any other document

demonstrating the unavailability of the doctoral student. This medical certificate or document must be sent, as soon as possible, to the administration office of the Doctoral School.

Article 7 - Exemptions

The doctoral student who, in his capacity as a contractual doctoral student in higher education, carries out a teaching mission (national doctoral contract), tutoring (regional contract), may be granted an equivalence for the professional integration module if he requests it, for up to 15h.

The doctoral student who is already integrated into professional life in a stable and lasting manner can obtain equivalences for as much as 50% of the ninety hours to be validated throughout the training. He must make a request to the director of the doctoral school through a letter explaining and justifying his request by producing the relevant certificates so that the director can assess and accept this request.

Article 8 - Equivalences

The doctoral student can request to obtain the validation of one or more units of the doctoral training by equivalence if he produces the authentic documents certifying the program followed, demonstrating that he has followed an equivalent training in terms of content and number of hours.

The director of the doctoral school, after consulting with the director of the affiliate laboratory, decides on validation by equivalence.

Article 9 - Special provisions applicable to doctoral students registered in international joint thesis supervision

Doctoral students registered in international joint thesis supervision have the possibility of taking doctoral training at the foreign university in which they are registered, and of having them validated by the doctoral school 509.

Article 10 - Doctoral training validation

The doctoral training taken by the doctoral student during his three-year course is validated by the director of the doctoral school.

The doctoral student is required to keep and regularly update a portfolio including the itemized list of all his activities during his training. He forwards this list once a year to the doctoral school administration office.

Article 11 - Sanctions

If, at the end of the three-year course, the doctoral student is not in a position to have all the units of the doctoral training validated, he is liable to be denied the authorization for the defense or the exemption for a doctoral registration beyond three years. The case is referred to the Doctoral School Board which hears the doctoral student.

If the doctoral school board refuses to grant the authorization for the defense or the exemption, the director of the doctoral school may consider, after consulting with the director of the affiliated laboratory and the thesis supervisor, the means to complete the doctoral training of the doctoral student in question.

Article 12 - Transitional provisions

These regulations are applicable immediately. Doctoral students retain the benefit of the doctoral training they have previously validated before the application of these new regulations.

Article 13 - Revision of the doctoral training regulations

The provisions of these regulations may be subject to change. The amendments are proposed by the director of the Doctoral School and approved by the ED board, then forwarded for information to the Research Commission.