The regulations for doctorate courses at the UPF state that the academic units of the doctorate programmes can ask the University to grant a special doctorate award.

This document describes the procedure regulating how the Department of Communication selects the theses for it which requests the special award.

1. **Reading of the thesis**
   When the thesis is read, the members of the tribunal will be given a form with the following sentence: “I recommend the thesis entitled (title of the thesis), read by the doctoral student (name of the doctoral student) for the Special Doctorate Award: Yes  No (choose as appropriate).”

   The envelopes must be handed in anonymously to the secretary of the tribunal, who will pass them on to the Department Secretary's office.

   The theses with a majority of affirmative votes will be selected for entry for the Special Doctorate Award.

2. **Announcement**
   The Social Communication Official Postgraduate Programme Committee will announce a Special Doctorate Award from among the group of ten theses in accordance with the UPF regulations on doctorate courses.

   The call will be made eighteen months after the ten theses have been defended and approved, so that during this period, there is sufficient time to consider the impact of the works in their field of study and what academic and scientific publications have originated from that thesis.
The Social Communication Official Postgraduate Programme Committee will allow a period of one month for the presentation of candidates from among the ten theses eligible for the Award. The award is only open to the authors of the theses in this group who have obtained an excellent *cum laude* distinction and have also obtained a majority of votes in favour of entry for the special award when defending their thesis, in accordance with the procedure described above.

The Social Communication Official Postgraduate Programme Committee will notify the candidates who are eligible for the award, reminding them of the documentation they must present:

- *a*) Application for the special Award.
- *b*) Short report on the main contributions of the thesis and its impact in its field.

### 3. Selection of the candidate

The Department's Official Postgraduate Programme Committee will designate an *ad hoc* committee for each Special Doctorate Award. This committee will consist of three doctors from the communication field, who are not from the UPF Department of Communication, with acknowledged experience in research. These doctors may not be the supervisors of the theses involved, or subject to the grounds for abstention stipulated by the civil service regulations.

The members of the jury selected must represent the various disciplinary areas of the Department, and reflect gender balance. A president, member and secretary will be designated. Participation in this committee will be subject to remuneration. This remuneration is established by the Department's Official Postgraduate Programme Committee.

### 4. Decision and presentation of the award

When making its assessment, the Committee will consider the doctoral thesis and the brief report on the main contributions made by the thesis and the impact it has had in its field.

Within three months of the end of the presentation period for candidatures the Committee for Granting Special Awards will vote and decide the winner. The ruling must be accompanied by a reasoned report.

There are four criteria to be taken into account in this report: excellence, contributions to the field of study, social impact and recognition of the academic and scientific impact of the theses presented.

The decision of the committee is final.

After the decision has been made, the Department will notify the parties concerned and will present the request to the University's Governing Board.