

PhD Program in Biomedicine

Welcome Session 2021-22

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<http://www.upf.edu/phd-biomedicine>

PhD Program in Biomedicine Welcome Session 2021

The contents of this doctoral program have been verified by the Spanish National Agency for Quality Assessment and Accreditation ([ANECA](#)) who also awarded a "**Quality Label towards Excellence**" (MEE2011-0323) and by the Catalan Agency for Quality Assessment and Accreditation ([AQU Catalunya](#)) with a "**Quality Label towards Excellence**" qualification.

PhD Program in Biomedicine Welcome Session 2021

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1.- Legal framework for doctoral studies

Only Universities may award PhD degrees (in Spain)

- PhD program in Biomedicine of the **UPF, Department of Experimental and Health Sciences (DCEXS).**
- This UPF-DCEXS affiliation must be recorded within:
 - Scientific articles.
 - **Your PhD thesis MUST MENTION your affiliation:**

**Universitat Pompeu Fabra
Department of Experimental and Health Sciences**



1.- Legal framework for doctoral studies

The PhD Program in Biomedicine at the UPF is bound to the following legal framework

- **The Spanish Royal Decree (RD) for doctoral studies RD99/2011**
http://www.boe.es/diario_boe/txt.php?id=BOE-A-2011-2541
- The UPF Academic regulations for doctoral courses
<https://www.upf.edu/web/seu-electronica/normativa-academica-dels-ensenyaments-de-doctorat>
- The PhD Program in Biomedicine specific regulations
<https://www.upf.edu/web/phd-biomedicine/regulations-and-government>

The European Higher Education Area (EHEA) guidelines for third-cycle education
(<http://www.ehea.info>).



2.- Entities involved in the PhD Program

Actors involved in the PhD with relevance for your thesis:

- The **PhD student**.
- The **Supervisor(s)**: thesis director(s).
- The **Tutor** (always a UPF researcher).
- The **UPF and the Department of Experimental and Health Sciences** (managing the doctoral studies: admission, enrolment, evaluation, thesis submission and defence)
- The **Institution where the research is conducted**.

You are a UPF student at the Department of Experimental and Health Sciences.



3.- Organization of the PhD Program

The **PhD Program in Biomedicine** at the UPF is organized at two different levels:

- The UPF PhD School (<https://www.upf.edu/web/phd-school>) and the Postgraduate and Doctoral Studies Office (UPF)
- The **Academic Comission** of the PhD Program (DCEXS) with the Management Team of the PhD Program (DCEXS)



3.- Organization of the PhD Program

The PhD School

(<http://www.upf.edu/escola-doctorat>)

- It is ultimately responsible for everything about doctoral studies at the UPF, from establishing their academic regulations, to admission of students, to acceptance of theses submissions, to awarding PhD extraordinary prizes.
- It rules all other organization levels, and it is governed by a **Steering Committee** formed by a PhD School Coordinator and the Coordinators of all the UPF PhD Program.



3.- Organization of the PhD Program

The Academic Commission of the PhD Program

<https://www.upf.edu/web/phd-biomedicine/governing-bodies>

- It is responsible for many aspects of the PhD Program, such as defining training activities, granting time extensions and proposing thesis deposits and extraordinary prizes to the PhD School.
- It is formed by the DCEXS MSc Program Coordinators, the Dean of the Faculty of Health and Life Sciences, the Deputy Director of DCEXS and the PhD Program Coordinator, who chairs it and acts on its behalf.



3.- Organization of the PhD Program

The Management Team

<http://www.upf.edu/phd-biomedicine>

- Natàlia Ras (coordinator) and Neus Morgui.
- They are our front office available by email at (phdprogram.cexs@upf.edu).
- They can answer you any question about the PhD program and they will be your link to every other UPF levels.

Please, make an appointment for face-to-face attendance !!!!!



3.- Organization of the PhD Program

Communication with the PhD Program

- As a UPF PhD student you get an UPF email address of the style:
jean.milburn@upf.edu
- The PhD Programme will communicate with you through your UPF email address.

CHECK IT REGULARLY!!!



4.- Requirements to obtain a PhD degree

Essential requirements to obtain a PhD degree:

*“The core component of doctoral training is the advancement of knowledge through **original research**.”*

Principle I. The Ten Salzburg Principles.
Doctoral Programmes for the European Knowledge Society.
Salzburg, February 3rd-5th, 2005.
<http://www.ehea.info/cid102053/doctoral-degree-salzburg-2005.html>



4.- Requirements to obtain a PhD degree

A PhD degree is awarded to students who:

- A systematic understanding of the field of study.
- The ability to conceive, design, implement and adapt a substantial process of research with **scholarly integrity**.
- Have made a contribution through **original research** which merits national or international refereed publication.
- Ability to communicate with their peers, the larger scholarly community and with society in general about their areas of expertise.
- Can be expected to be able to promote, within academic and professional contexts, technological, social or cultural advancement in a knowledge based society.

4.- Requirements of the PhD Program

The legal framework that follows from the EHEA guidelines enforces the following requirements:

- There is no ECTS training program, but a set of **training activities**.
- The PhD student must fill up and keep up to date an electronic **document of training and research related activities**, some of which are compulsory and others are not.
- The activities document is evaluated every year. **Positive evaluations by the supervisor and by the Academic Commission are required to remain in the PhD Programme.**
- **After two consecutive negative evaluations**, the student will be **automatically withdrawn** from the PhD Program.



4.- Requirements to obtain a PhD degree

Duration of Doctoral Program

“Doctoral programs should operate within an appropriate duration in time (three to four years full-time as a rule).”

Principle VII. The Ten Salzburg Principles.
Doctoral Programmes for the European Knowledge Society. Salzburg,
February 3rd-5th, 2005.
<http://www.ehea.info/cid102053/doctoral-degree-salzburg-2005.html>



4.- Requirements of the PhD Program

- Doctoral theses must be deposited before the end of the third year.



4.- Requirements of the PhD Program

- The Academic Commission may authorize a **first-year extension**.
 - The Academic Commission may authorize a **second-year extension** under **exceptional circumstances** upon a report by the thesis supervisor *justifying those circumstances* and specifying a work plan towards the submission of the thesis.
- Doctoral students may apply for a **temporary break** under a situation of a temporal disability, risk during pregnancy, maternity, adoption or foster care, risk during breastfeeding or paternity.



5.- Format of a PhD thesis

A doctoral thesis may be submitted in one of the following two formats:

- **A classical thesis book**, consisting of chapters written in a cohesive way.
- **A set of articles** preceded by an introductory chapter and followed by a discussion and conclusions chapters.

Plagiarism is an unacceptable practice that involves unethical conduct

An International Mention can be obtained by doing a stage of a minimum of three months outside Spain in one research institution and meeting other legal requirements.



5.- Format of a PhD thesis

When a thesis is submitted as a **set of articles**:

A doctoral thesis must include one or more original research contributions.

- There cannot be two doctoral theses from two different doctoral students including the same set of articles.
- An article with two or more joint first authors can be used in more than one thesis when each PhD student has made a major research contribution on this article. This specific major contribution of each PhD student in the article must be **clearly described** in the manuscript of the doctoral thesis.
- **Review articles** do not qualify as original research contributions

5.- Grades

The Thesis is evaluated by the Thesis Committee

- **Grades:** Fail, Pass, Remarkable and Excellent
- **“Cum Laude” Mention:** Each of the members votes (secret vote). There must be unanimity among the Committee members.
- **Proposal for the Extraordinary Thesis prize:** Each of the members votes (secret vote). There must be unanimity among the Committee members to be proposed.

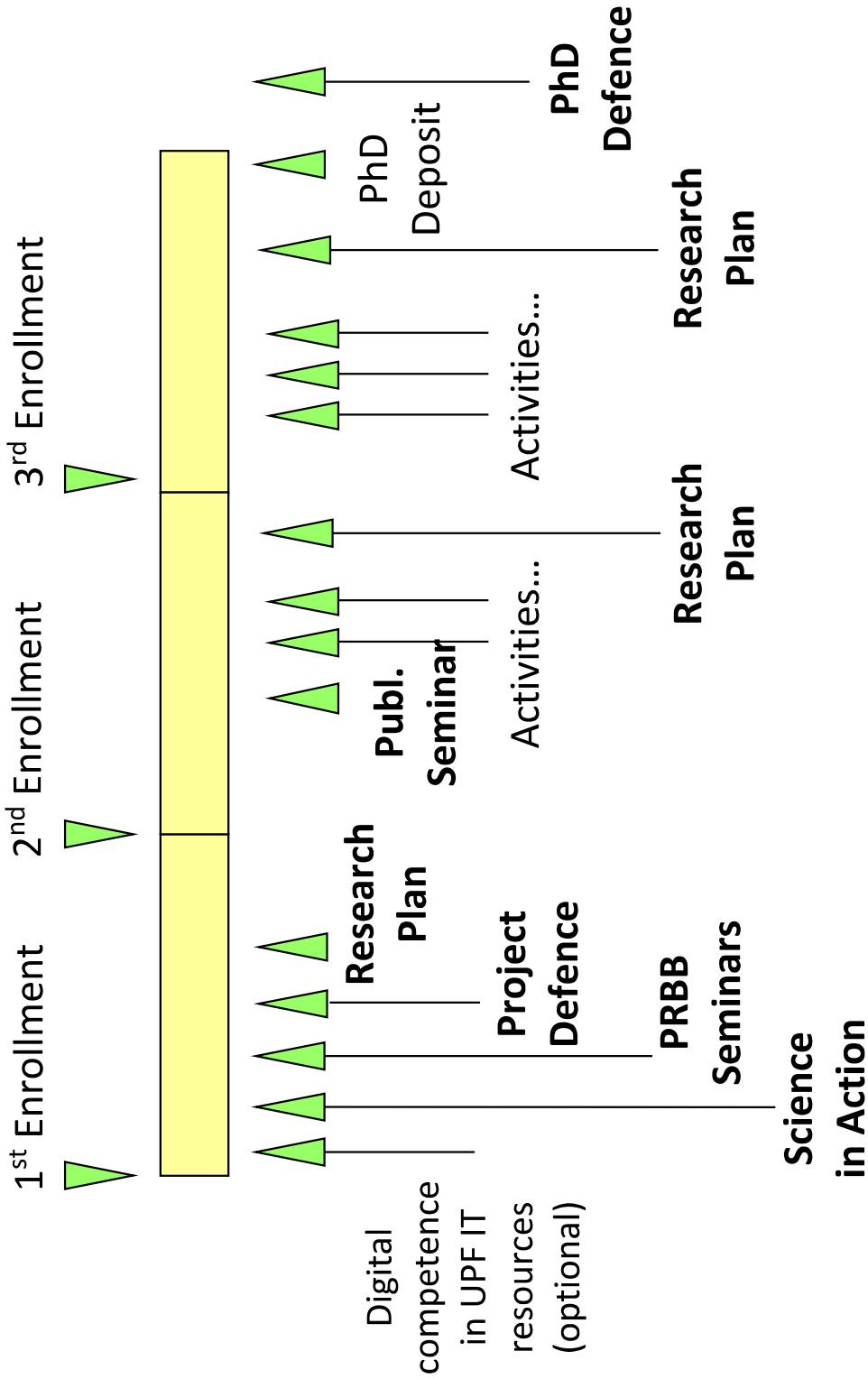
Each year an **independent commission** is named and will decide the **Extraordinary Prize** among all the proposed Theses, in accordance with quality criteria. **Please update the email information for notifications.**

6.- Aula Global

- Aula Global is the intranet for professors and students. In your Aula Global you will find registered all compulsory activities that you will have to complete during your academic courses.
- The Aula Global is located in the applications section in your Campus Global (at the bottom of the page)



7.- Overview of the activities of the PhD Program





7.- First year activities of the PhD Program

First year compulsory training activities:

- Seminars in Biomedical Research.
- Science in Action.
- PhD project defence.
- Research Plan.

First year optional training activities:

- Digital competence with UPF IT resources.

Optional activities !!!!



7.- First year activities of the PhD Program

PhD Project defence

- The thesis Committee is formed by 3 researchers, where:
 - one is from the PhD student Institution (the secretary).
 - one is from the UPF.
 - we recommend to have one from a different Institution.
- Before the meeting, the student must send to the thesis committee a **summary report** of the project.
- The committee will evaluate the project and will interview individually the PhD student and the supervisor(s).
- The committee will evaluate the **feasibility** of the project.



7.- First year activities of the PhD Program

PhD Project defence

- A Committee of thesis must be proposed before **December 15th, 2021**, including at least one UPF researcher. **Please, consider gender balance in the composition of the Committee**
- Between **January to May 2022** a meeting with the thesis committee must be organized, in which the PhD project is presented by the student (30 min presentation is enough). **Plan it well in advance**, do not wait until May!!
- The thesis Committee will elaborate a report and it must be uploaded to the activities document before **May 31st, 2022**.



7.- First year activities of the PhD Program

Research Plan

- Description of what have you done during last year and what do you plan to do during next year.
- It is the main and basic element to **assess your progress**.
- In the first year, it can be the same as the summary abstract provided to the Committee of thesis project, but incorporating its recommendations.
- In the last year, it can be the same as the report for thesis submission.
- It must be uploaded to the Activities Document webpage before **May 31st, 2022**.



8.- Annual evaluation by the PhD Programme

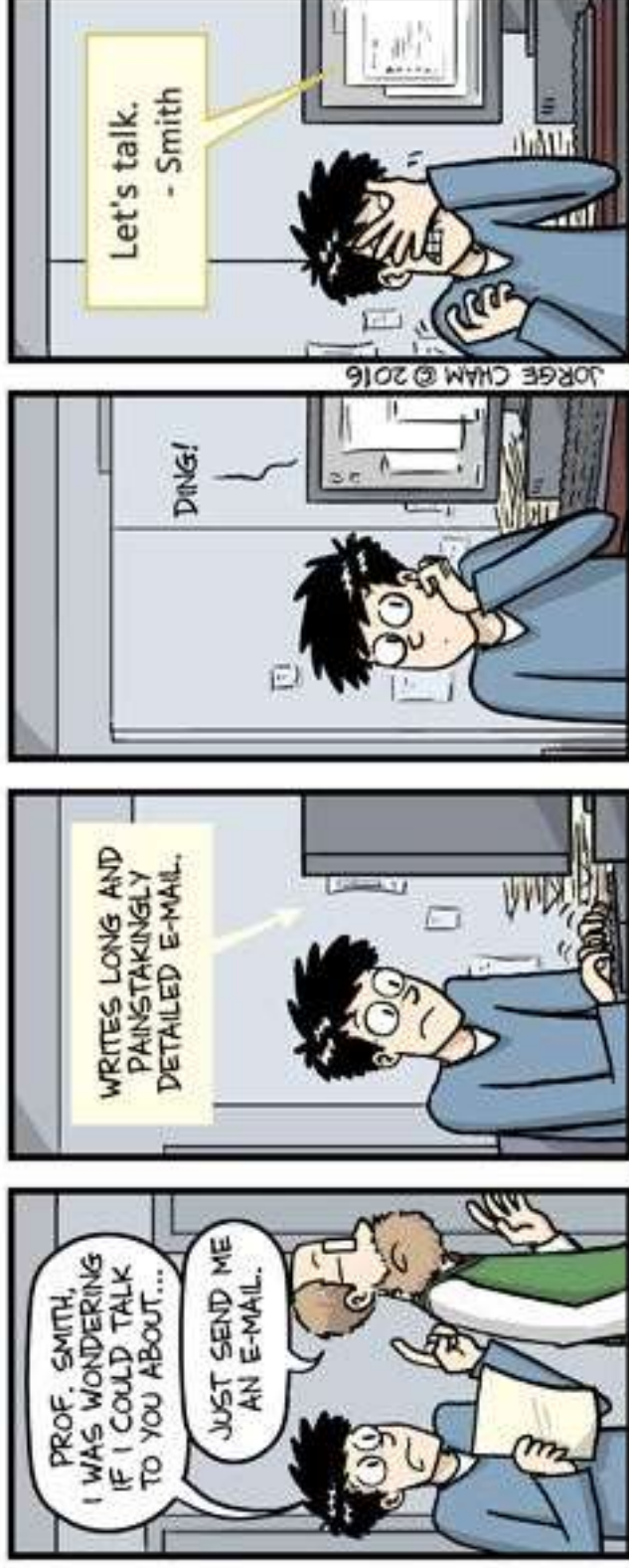
Every year the academic activities are evaluated:

- **By the thesis supervisor.**
- By the Academic Commission.
- Evaluation can be positive or negative.
- After **one negative evaluation**, the student has **six months** to amend the missing or wrong items of the activities.
- After **two consecutive negative evaluations**, the student could be **withdrawn** from the PhD Program.

8.- Supervising the supervisor

Your supervisor must evaluate your activities every year in June.

Remind her/him !!!



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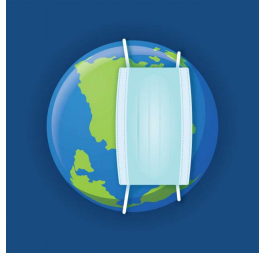
9. Conflicts: harassment, discrimination and psychological distress

Help in case of harassment, discrimination and psychological distress:

- Sexual and/or workplace harassment and discrimination: contact the Equality Unit at <https://www.upf.edu/web/igualtat>
- Psychological distress: contact the Psychological Consultancy Unit at https://www.upf.edu/web/upfinclusio/sap_estudiants
- DCEXS PhD Students Committee. To enhance collaboration and good working relationships, as well as promulgation of mentoring resources. phdstudentscommittee.cexs@upf.edu

These units are completely independent from the academic departments, operating with confidentiality.

If you do not get the expected help, you can always contact with the PhD Program management team or with the Program Coordinator.



10.- Impact of Covid-19 on your thesis progress

Research stays & International mention under COVID 19 exceptional conditions:

- Students of first academic year are asked to delay your stays so that they can do them in optimal conditions.

[FAQ about COVID-19 affects on my PhD](https://www.upf.edu/web/focus/coronavirus/suport-a-estudiants)

<https://www.upf.edu/web/focus/coronavirus/suport-a-estudiants>



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