



Universitat
Pompeu Fabra
Barcelona



EXCELENCIA
MARÍA
DE MAEZTU

PhD Program in Biomedicine Welcome Session 2025

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



Welcome Session 2025

- **PhD program Rubén Vicente**
 - Legal framework
 - Entities involved
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 - Annual evaluation
 - Support
- **UPF research support services.** Maria Parras
- **PhD program secretary.** Natàlia Ras, Neus Morgui, Maria Riera
- **Science in Action.** Eva Casamitjana
- **Buddy System Program.** Mar Crego, Sol Ribó
- **Coffee + Q&A**

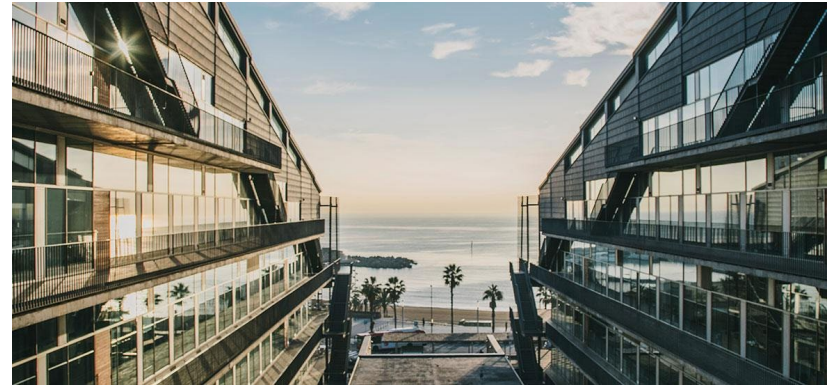


PhD programme in Biomedicine aims

The PhD Programme in Biomedicine provides graduate students a training framework to develop a research project and complete a doctoral thesis in the fields of health and life sciences

Our goal is to foster young scientists to become independent researchers pursuing a scientific career

We welcome graduate students from natural and medical sciences who wish to carry out their research in biomedicine in research groups connected with the PRBB research centers.





Legal framework for doctoral studies

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

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

- **The Spanish Royal Decree (RD) for doctoral studies RD99/2011 and RD 576/2023**
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>



Entities involved in the PhD Program

- **In Spain, only Universities may award PhD degrees.**
- PhD program in Biomedicine of the **UPF Department of Medicine and Life Sciences (MELIS).**
- Even if you conduct your research outside the UPF-MELIS or at another UPF department (e.g., TIC, ECON), **you are also a UPF-MELIS PhD student.**
- Use your UPF-MELIS affiliation within:
 - Scientific articles (recommendation).
 - **PhD thesis (MUST APPEAR).**



Entities involved in the PhD Program

There are **five entities** involved in the PhD

- **PhD student**
- **Supervisor(s)**: thesis director(s)
- **Tutor** (UPF researcher)
- **Institution** where the research is conducted
- **UPF and MELIS** (managing the doctoral studies: admission, enrolment, evaluation, thesis submission and defence)





Organization of the PhD Program

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

- The UPF PhD School (UPF)
- The Postgraduate and Doctoral Studies Office (UPF)
- The **Academic Committee** of the PhD Program (MELIS)
- The **Secretary** of the Biomedicine PhD Program (MELIS)



Organization of the PhD Program

The Biomedicine Secretary

-Team: Natàlia Ras (coordinator), Neus Morgui and Maria Riera

-They are our front office available by email at (phd.biomedicine@upf.edu).

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

- They can answer you any question about the PhD program and they will be your link to every other UPF levels.



Organization of the PhD Program

The Academic Committee of the Biomedicine PhD Program

- Responsible for defining and evaluating training activities, granting time extensions and proposing thesis deposits and extraordinary prizes to the PhD School.
- Formed by the MELIS MSc Program Coordinators, the Dean of the Faculty of Health and Life Sciences, the Deputy Director of MELIS and the PhD Program Coordinator, who chairs it and acts on its behalf.



Organization of the PhD Program

The PhD School

- Responsible for doctoral studies at the UPF
- Governed by a Steering Committee formed by a PhD School Coordinator and the Coordinators of all the UPF PhD Program.



Organization of the PhD Program

Communication with the PhD Program

-As a UPF PhD student you get a **student email** address of the style ruben.vicente@estudiant.upf.edu, managed by Google.

-The PhD Programme will communicate with you through your **STUDENT** email address.

CHECK IT REGULARLY!!!

You can forward the email from the student address to your regular professional or personal email address.

PhD delegate elections



- The **delegate** is the reference interlocutor among students to defend and vindicate the rights and duties of the doctoral students
- The **Doctoral Program Assembly** is the program's own deliberative space in which the necessary debate between doctoral students takes place

Rights:

- To call the **Doctoral Program Assembly** with the doctoral students
- To have an interactive platform to communicate with doctoral students.
- To regularly receive the necessary information from the competent bodies
- To be heard by the competent governing bodies



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>



Requirements to obtain a PhD degree

A PhD degree is awarded to students who:

- Have demonstrated a systematic understanding of the field of study.
- Have demonstrated the ability to conceive, design, implement and adapt a substantial process of research with **scholarly integrity**.
- Have made a contribution through **original research** that extends the frontier of knowledge by developing a substantial body of work, some of which merits national or international refereed publication.
- Can communicate with their peers, the larger scholarly community and with society in general about their areas of expertise.



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>



Requirements of the PhD Program

The legal framework that follows from the EHEA guidelines enforces the following requirements and the RD99/2011:

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



Requirements of the PhD Program

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

- The Academic Committee may authorize a **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.

Important: Circumstances suitable for a temporary break cannot be considered for a time extension.



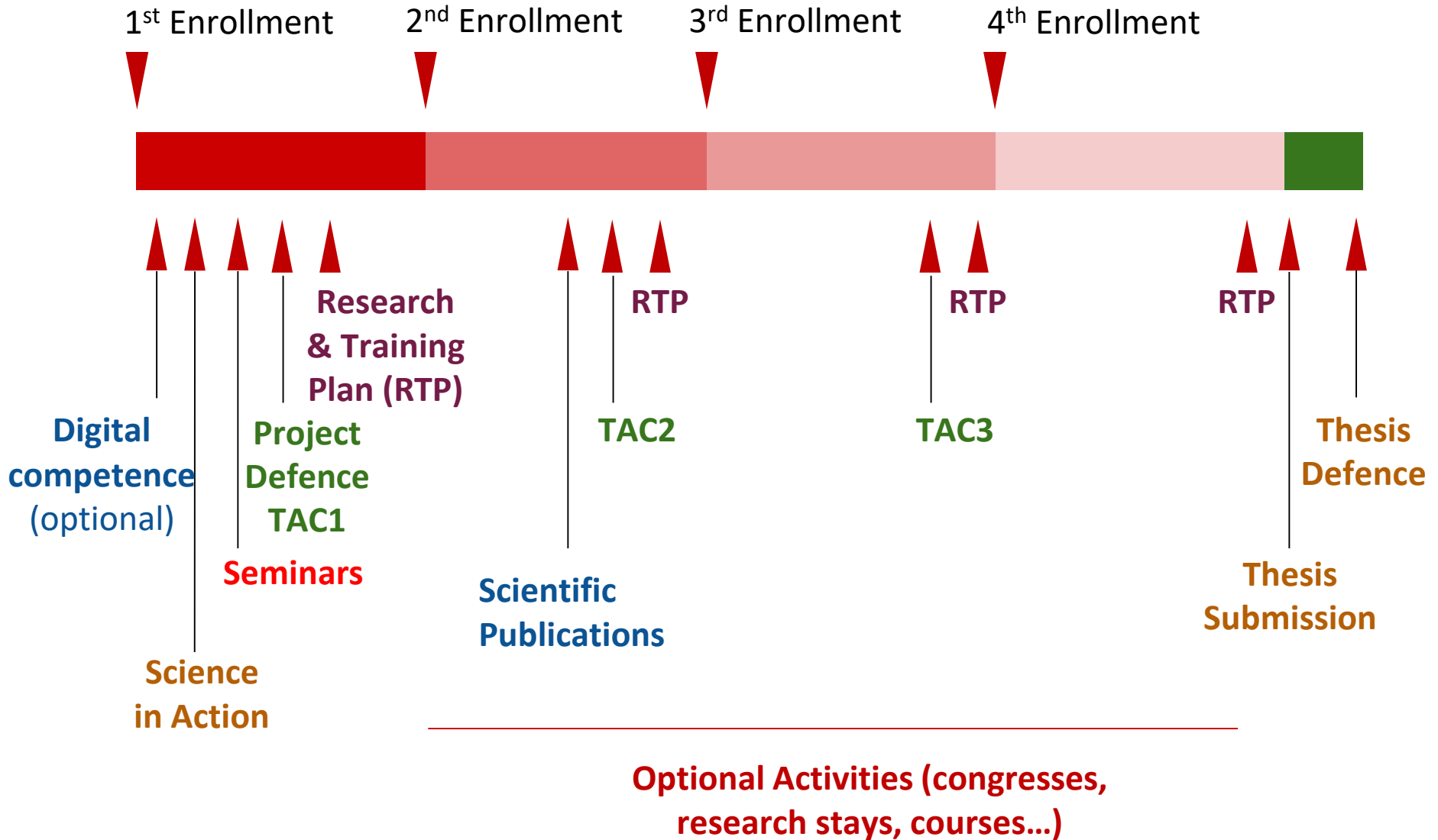
Requirements of the PhD Program

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

- There is a set of **training activities**.
- The PhD student must fill up and keep up to date an digital **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 Committee are required to remain in the PhD Programme.**



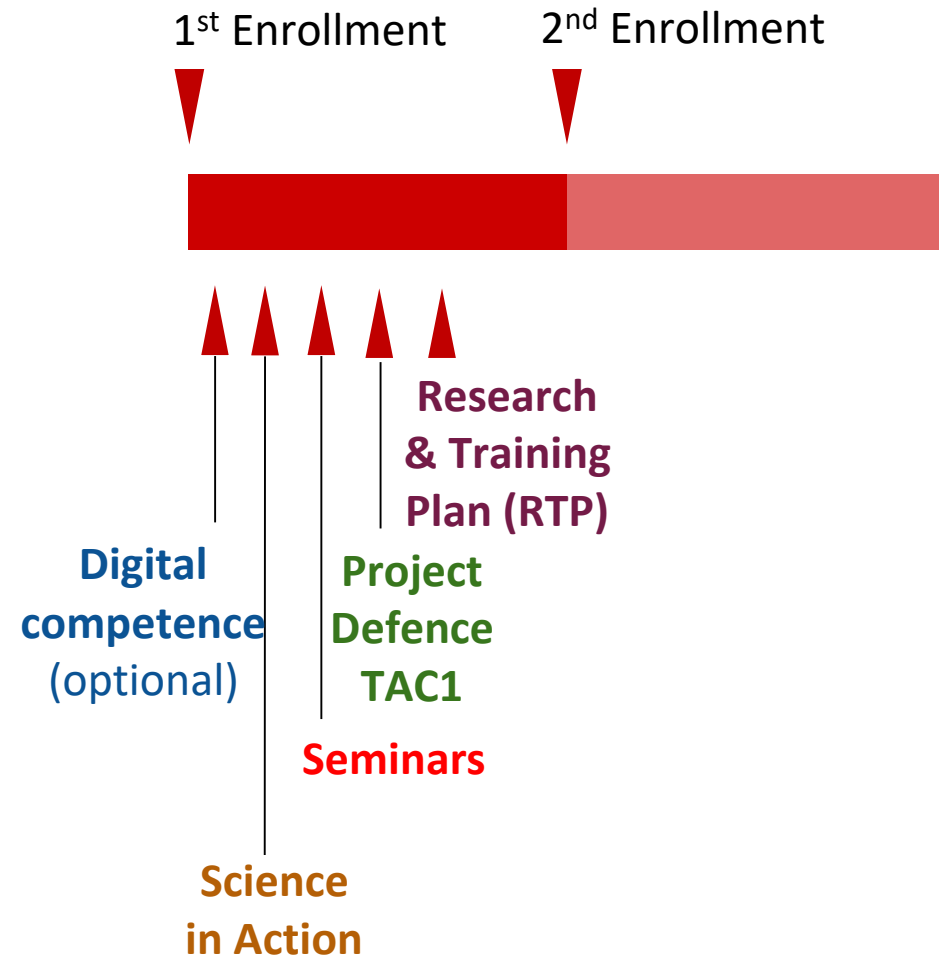
Overview of the activities of the PhD Program





First year activities of the PhD Program

- Seminars in Biomedical Research.
- Science in Action.
- **PhD project defence (TAC1).**
- Research & Training Plan.
- Digital competence.





First year activities of the PhD Program

Seminars in Biomedical Research

-Attendance to **10 seminars**

-**Goal:** To train extracting information from scientific talks, specially when they are on topics outside your expertise.

-Written abstract summary in English of 300-400 words

-The **deadline** for submitting the abstracts is **May 31st, 1st year.**



PRBB Seminars



CBC seminars (Centre for Brain and Cognition)



UPF PhD conferences



Rin4 (Those within one full session of the Rin4 competition, up to 1 abstract)



ASPB seminars (Public Health Agency of Barcelona, up to 5 abstracts)



IBE seminars (up to 5 abstracts)



BYG seminars (Molecular Biology Institute of Barcelona, up to 5 abstracts)



IRB seminars (up to 5 abstracts)



BSC Barcelona Supercomputing Center (up to 5 abstracts)



MELIS Scientific "Pizza" seminars



First year activities of the PhD Program

Research & Training Plan

- Description of what have you done during last year and what do you plan to do during next year.
- There is a form to fill with different sections: Introduction, Objectives, Progress, Modifications...
- It is the main and basic element to **assess your progress**.
- In the last year, it can be the same as the report for thesis submission.
- It must be uploaded to the academic platform before **May 31st**.

PhD Project defence-Thesis Advisory Committee (TAC)

- The TAC is formed by 3 researchers.
- The student must send the **Research Project** document to the TAC before the meeting.
- The student has to present the project (30min aprox)
- The committee will evaluate the project and will interview individually the PhD student and the supervisor(s).
- Objective:
 - To assess the viability of the project
 - To identify possible problems and limitations
 - To provide scientific advice
 - To assess the integration and communication of the student in the group





First year activities of the PhD Program

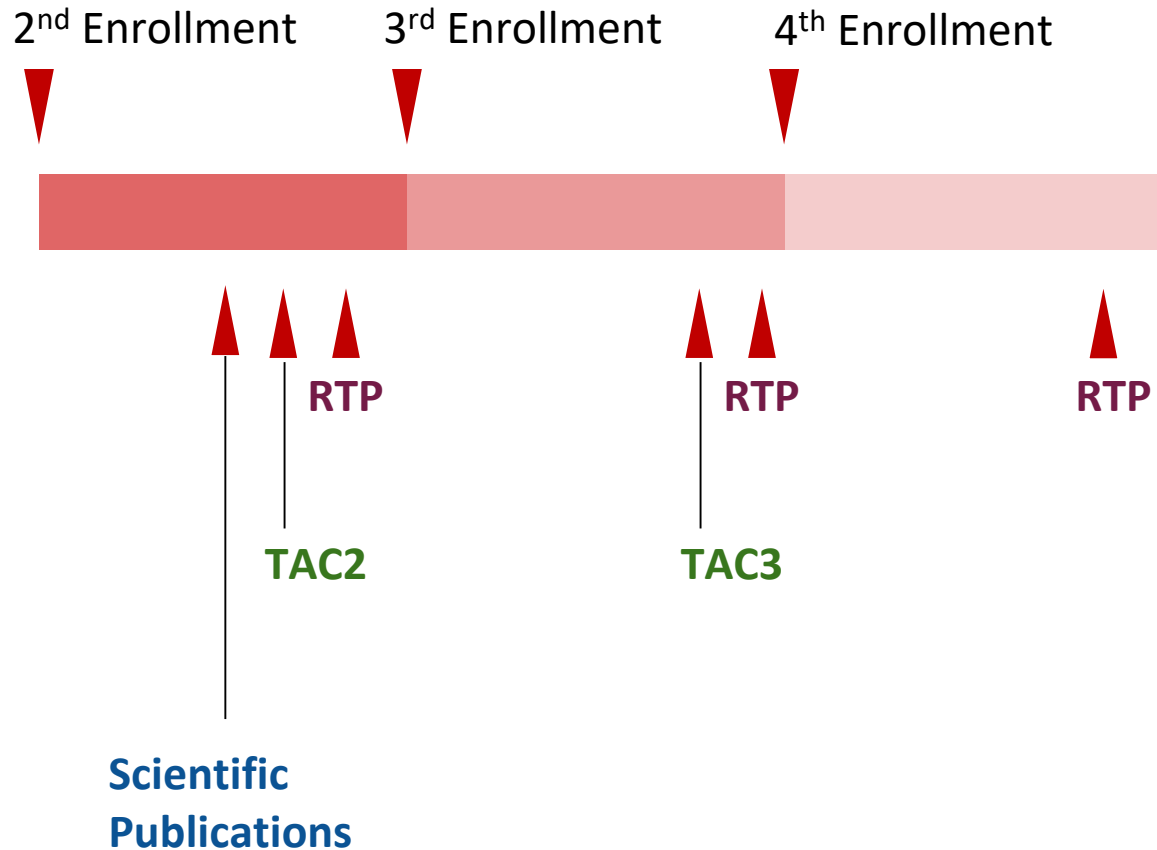
PhD Project defence-Thesis Advisory Committee (TAC)

- The TAC members must be proposed before **December 15th, 2025**. **The same members will be part of the TACs during the whole thesis!!!**
- Between **January to May 2026** the defence must take place. **Plan it well in advance**, do not wait until May!!
- The TAC will elaborate a report and the student must upload it to the academic platform before **May 31st, 2026**.



From second year on

- Enrollment (1st week October)
- Research & Training plan
- TAC2, TAC3
- Scientific Publications
- Optional activities



**Optional Activities (congresses,
research stays, courses...)**



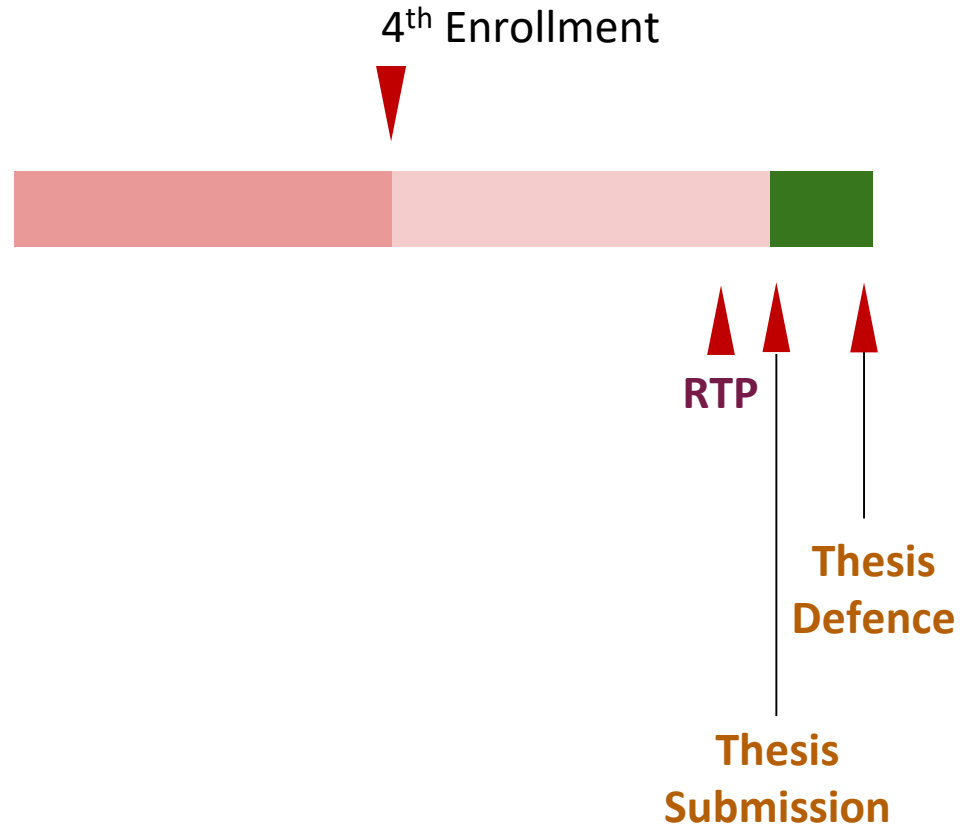
Next years' activities of the PhD Program

- Enrollment (1st week October)
- Research & Training plan

- Thesis submission
- Thesis defense

Note:

- Thesis submission enrolled at the PhD Program
- Thesis defence within a maximum period of about six months after thesis submission





Optional training activities

Optional training activities:

- **Research stays** in a foreign institution. It may help to get an **International Mention**.
- **Congress attendance**
- **PhD Symposiums** organized by your host institution.
- **Buddy System Programme**
- Every other doctoral training course/school organized outside the PRBB and the UPF.



Optional training activities organized by the UPF

- The UPF PhD School through the Center for Innovation in Learning and Knowledge (**CLIK**) organizes optional training activities for doctoral students.
- There are **Intervals/CÍCLIKS** optional training courses such as scientific writing at the PRBB for students enrolled at the PhD Program.
- **PRBB Career week**

The screenshot shows the 'prbb intervals' website. The header includes the logo and the text 'Continuing Professional Development Programme' and 'Space for Reflective Learning'. A navigation menu lists 'Home | Learning Areas | Courses | About | Team | Resources | News | Contact'. Below the menu is a 'Programme Overview' section with a dropdown menu set to 'Course status' and a 'Page 1' indicator. The main content area displays four course cards:

Date	Time	Course Title	Instructor	Registration
18/10/2022	09:30	Project zero: how to become a change agent to decarbonise science	Kate Whitfield	Open - Register here
18/10/2022	11:00	Behind the scenes – a small group tutorial in oral presentation skills for scientists	Elinor Thompson	Open - Register here
19/10/2022	10:00	Introduction to effective biomedical writing (Intervals - CÍCLIKS)	Valerie Matarese	Open - Register here
19/10/2022	10:00	Difficult conversations in research: how to make them easier	Louise Schubert	Open - Register here

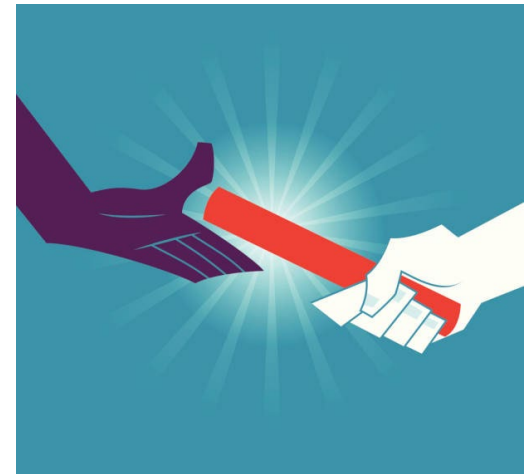
<https://intervals.prbb.org/courses>



Optional training activities organized by the UPF

Buddy System Programme (BDS)

- **Mentorship programme** for the PhD students of the Biomedicine PhD programme
- The aim is to accompany and support 1st year doctoral students on their path to achieving their doctorate.
- 1st year students can have a Buddy, a senior PhD student willing to **introduce, guide and advice**
- It is based on **periodic meetings during one year**
- More information on the web:
- <https://www.upf.edu/web/phd-biomedicine/bsp>



and DON'T MISS the “PhD Student Welcome PARTY”

Thursday, November 13th Ciutadella Campus



Annual evaluation by the PhD Programme

Every year **the academic activities are evaluated:**

- **By the thesis supervisor.**
- **By the Academic Committee.**

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 may be **withdrawn** from the PhD Programme.

Supervising the supervisor

Your supervisor must evaluate your activities every year in June using the academic platform.

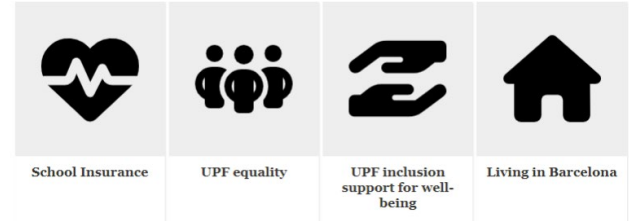
Remind her/him !!!



JORGE CHAM © 2016



Conflicts, harassment, discrimination and psychological distress



- **TACs** are a good tool to get advice about student integration and supervisor-student relationship. TAC members assess confidentially students' wellness

- **PhD student delegate, PhD Program Secretary and Program Coordinator**

~~Conflict resolution support~~

- **Sexual and/or workplace harassment** and discrimination: contact the Equality Unit at <https://www.upf.edu/web/igualtat>
- **Psychological distress**: contact the Psychological Consultancy Service at https://www.upf.edu/web/upfinclusio/sap_estudiants

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



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