



CALENDAR OF PROCEDURES FOR NEW DOCTORAL STUDENTS
2022-23 ACADEMIC YEAR

1 st PHASE				
PROCESS	PERIOD	OBSERVATIONS		
PRE-REGISTRATION	From 11 July 2022 to 4 November 2022	The deadline for candidates to complete the access minimum documentation will be 14 November 2022. The month of August shall not be counted for academic purposes and no new pre-registrations would be able to be done. The candidates pre-registered in July will have access to the document manager to upload documentation, which will be checked from September.		
ADMISSION	From 12 July 2022 to 2 December 2022	Periodically, the Coordination will admit on academic grounds candidates depending on the number of candidates pre-registered who have submitted the minimum documentation. Admission on academic grounds means that the candidate has a place during the same academic year of the pre-registration. The month of August shall not be counted for academic purposes. Admissions done during August will be processed from September.		
REGISTRATION	From 1 October 2022 to 19 December 2022	Candidates admitted in this phase who have not registered within this period may still do it beyond the deadline but they will be required to pay the corresponding additional fees. The final deadline to register for candidates pre-registered in this phase is 29 March 2023.		
ASSESSMENT	All the students who have not attended the 1 st call and all the students who have failed the 1 st call must attend the 2 nd call. To attend and pass the annual assessment is compulsory to continue in the programme.	<u>Phases</u> <ul style="list-style-type: none">• Submission of DAD and PLAINV (PhD student)• Submission of report (Thesis supervisor)• Assessment (Academic Committee)• Approval (School Management Committee)	<u>April 2023</u> <u>(1st call)</u> From 13 January to 2 May From 3 to 16 May From 17 May to 1 de June Special session of 7 June	<u>June 2023</u> <u>(2nd call)</u> From 19 June to 7 July From 10 to 18 de July From 19 to 27 July Special session of 7 September



2 nd PHASE				
PROCESS	PERIOD	OBSERVATIONS		
PRE-REGISTRATION	From 12 January 2023 to 3 March 2023	The deadline for candidates pre-registered to complete the minimum access documentation will be 13 March 2023.		
ADMISSION	From 13 January 2023 to 22 March 2023	Periodically, the Coordination will admit on academic grounds candidates depending on the number of candidates pre-registered who have submitted the minimum documentation. Admission on academic grounds means that the candidate has a place during the same academic year of the pre-registration.		
REGISTRATION	From 16 January 2023 to 29 March 2023	Candidates admitted in this phase who have not registered within this period may still do it beyond the deadline but they will be required to pay the corresponding additional fees. The final deadline to register for candidates pre-registered in this phase is 15 June 2023. If registration is done from 2 May 2023, the student will only be able to attend the 2 nd call (June).		
ASSESSMENT	All the students who have not attended the 1 st call and all the students who have failed the 1 st call must attend the 2 nd call. To attend and pass the annual assessment is compulsory to continue in the programme.	<u>Phases</u> <ul style="list-style-type: none">• Submission of DAD and PLAINV (PhD Student)• Submission of report (Thesis supervisor)• Assessment (Academic Committee)• Approval (School Management Committee)	<u>April 2023</u> <u>(1st call)</u> From 13 January to 2 May From 3 to 16 May From 17 May to 1 June Special session of 7 June	<u>June 2023</u> <u>(2nd call)</u> From 19 June to 7 July From 10 to 18 July From 19 to 27 de July Special session of 7 September



3rd PHASE

- The programme Coordinator may request to open a 3rd phase if there are candidates who may have all the necessary documentation that meets all the requirements for registration before the registration deadline.
- For candidates pre-registered during the 3rd phase the deadline to register to the programme in the academic year 2022-23 will be 15 June 2023.

		<u>Phases</u>	<u>June 2023</u> <u>(1st call)</u>	<u>September 2023</u> <u>(2nd call)</u>
ASSESSMENT	All the students who have not attended the 1 st call and all the students who have failed the 1 st call must attend the 2 nd call. To attend and pass the annual assessment is compulsory to continue in the programme.	<ul style="list-style-type: none">• Submission of DAD and PLAINV (PhD Student)• Submission of report (Thesis supervisor)• Assessment (Academic Committee)• Approval (School Management Committee)	From 19 June to 7 July From 10 to 18 July From 19 to 27 July Special session of 7 September	From 13 to 19 September From 20 to 25 September From 26 September to 29 September Special session of 5 October



CALENDAR OF PROCEDURES FOR SECOND YEAR AND SUBSEQUENT DOCTORAL STUDENTS
2022-23 ACADEMIC YEAR

PROCESS	PERIOD	OBSERVATIONS		
REGISTRATION	From 15 September 2022 to 30 September 2022	<ul style="list-style-type: none">• Doctoral students registered as new students for the academic year 2021-22 who have passed the exam session, except those who are pending of the 2nd exam session (3rd pre-registration phase), and who have not submitted their doctoral theses before 7 September 2022.• Doctoral students of 2nd academic year and subsequent who have passed the exam session and who have not submitted their doctoral theses before 7 September 2022.		
	From 17 October 2022 to 28 October 2022	<ul style="list-style-type: none">• Doctoral students registered as new students for the academic year 2021-22, who were pre-registered during the 3rd phase and who have passed the 2nd exam session, providing that they have not submitted their doctoral theses before 7 September 2022.		
	Doctoral students of 2 nd academic year and subsequent who have not registered within the corresponding period may still do it beyond the deadline but they will be required to pay the corresponding additional fees. The final registration deadline is 29 March 2022.			
ASSESSMENT	All the students who have not attended the 1 st call and all the students who have failed the 1 st call must attend the 2 nd call. To attend and pass the annual assessment is compulsory to continue in the programme.	<u>Phases</u>	<u>April 2023</u> (1 st call)	<u>June 2023</u> (2 nd call)
		<ul style="list-style-type: none">• Submission of DAD and PLAINV (PhD Student)• Submission of report (Thesis supervisor)• Assessment (Academic Committee)• Approval (School Management Committee)	From 13 January to 2 May From 3 to 16 May From 17 de May to 1 June Special session of 7 June	From 19 June to 7 July From 10 to 18 July From 19 to 27 July Special session of 7 September