



CALENDAR OF PROCEDURES FOR NEW DOCTORAL STUDENTS
2023-24 ACADEMIC YEAR

1 st PRE-REGISTRATION PHASE				
PROCESS	PERIOD	OBSERVATIONS		
PRE-REGISTRATION	From 12 July 2023 to 3 November 2023	The deadline for candidates to complete the access minimum documentation will be 13 November 2023. The month of August shall not be counted for academic purposes and no new pre-registrations will be able to be done. Candidates pre-registered in July will have access to the document manager to upload documentation, which will be checked from September.		
ADMISSION	From 13 July 2023 to 4 December 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. The month of August shall not be counted for academic purposes. Admissions done during August will be processed from September.		
REGISTRATION	From 1 October 2023 to 19 December 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 22 March 2024.		
ANNUAL 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 2024</u> <u>(1st call)</u> From 12 January to 30 April From 2 to 16 May From 17 May to 3 June Extraordinary of 7 June	<u>June 2024</u> <u>(2nd call)</u> From 18 de June to 8 July From 9 to 18 July From 19 to 29 July Extraordinary of 6 September



2 nd PRE-REGISTRATION PHASE				
PROCESS	PERIOD	OBSERVATIONS		
PRE-REGISTRATION	From 11 January 2024 to 27 February 2024	The deadline for candidates pre-registered to complete the minimum access documentation will be 8 March 2024.		
ADMISSION	From 12 January 2024 to 18 March 2024	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 15 January 2024 to 22 March 2024	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 14 June 2024. If registration is done from 30 April 2024, the student will only be able to attend the 2nd call (June).		
ANNUAL 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 2024 (1st call)</u> From 12 January to 30 April From 2 to 16 May From 17 May to 3 June Extraordinary of 7 June	<u>June 2024 (2nd call)</u> From 18 June to 8 July From 9 to 18 July From 19 to 29 July Extraordinary of 6 September



3rd PRE-REGISTRATION PHASE

- The programme Coordinator may request to open the 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 2023-24 will be 14 June 2024.

		<u>Phases</u>	<u>June 2024</u> <u>(1st call)</u>	<u>September 2024</u> <u>(2nd call)</u>
ANNUAL 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 18 June to 8 July From 9 to 18 July From 19 to 29 July Extraordinary of 6 September	From 13 to 19 September From 20 to 25 September From 26 to 30 September Extraordinary of 4 October



**CALENDAR OF PROCEDURES FOR SECOND YEAR AND SUBSEQUENT DOCTORAL STUDENTS
 2023-24 ACADEMIC YEAR**

PROCESS	PERIOD	OBSERVATIONS									
REGISTRATION	From 15 September to 29 September 2023	<ul style="list-style-type: none"> • Doctoral students registered as new students for the academic year 2022-23 who have passed the exam session in April or June, who have not submitted the doctoral thesis before 6 September 2023, and always conform to the deadlines and additional requirements for the thesis submission established by the academic committee of the doctoral programme. • Doctoral students of second academic year and subsequent who have passed the exam session in April or June, who have not submitted the doctoral thesis before 6 September 2023, and always conform to the deadlines and additional requirements for the thesis submission established by the academic committee of the doctoral programme. 									
	From 16 October 2023 to 27 October 2023	<ul style="list-style-type: none"> • Doctoral students registered as new students for the academic year 2022-23, who were pre-registered during the 3rd phase and who have passed the 2nd evaluation call (September), who have not submitted the doctoral thesis before 6 September 2023, and always conform to the deadlines and additional requirements for the thesis submission established by the academic committee of the doctoral programme. 									
	Doctoral students of second 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 22 March 2024.										
ANNUAL ASSESSMENT	All the students who have not attended the 1st call and all the students who have failed the 1st call must attend the 2nd call. To attend and pass the annual	<table border="1"> <thead> <tr> <th>Phases</th> <th>April 2024 (1st call)</th> <th>June 2024 (2nd call)</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> • Submission of DAD and PLAINV (PhD student) • Submission of report (Thesis supervisor) </td> <td>From 12 January to 30 April</td> <td>From 18 June to 8 July</td> </tr> <tr> <td></td> <td>From 2 to 16 May</td> <td>From 9 to 18 July</td> </tr> </tbody> </table>	Phases	April 2024 (1 st call)	June 2024 (2 nd call)	<ul style="list-style-type: none"> • Submission of DAD and PLAINV (PhD student) • Submission of report (Thesis supervisor) 	From 12 January to 30 April	From 18 June to 8 July		From 2 to 16 May	From 9 to 18 July
Phases	April 2024 (1 st call)	June 2024 (2 nd call)									
<ul style="list-style-type: none"> • Submission of DAD and PLAINV (PhD student) • Submission of report (Thesis supervisor) 	From 12 January to 30 April	From 18 June to 8 July									
	From 2 to 16 May	From 9 to 18 July									



	assessment is compulsory to continue in the programme.	<ul style="list-style-type: none">• Assessment (Academic Committee)• Approval (School Management Committee)	From 17 May to 3 June Extraordinary of 7 June	From 19 to 29 July Extraordinary of 6 September
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