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DOCTORAL PROGRAM IN HEALTH SCIENCES (from U Alcalá in partnership with U Lusofona)

Article 1 – DEFINITION AND OBJECTIVES

1. The Doctoral Program (PhD Program) in Health Sciences from the University of Alcalá is integrated in the “Escuela de Doctorado de la Universidad de Alcalá” created by the decree “Orden 11375/2012, 29 October, BOCM 10-11-2012”. This program is available at the Universidade Lusofona, a preferential partner of Universidad de Alcalá, thanks to the cooperation agreements established long ago between these two institutions.

The Universidad de Alcalá is therefore, for all purposes, the legal holder of the program.

2. The objective of the present cooperation is to promote a high quality offer in advanced research and education in health sciences, at both universities and countries and, through it,

- to attract and encourage highly qualified graduates and scholars specially from all over the portuguese speaking world, to participate in this program;
- to foster cooperation between research centers / groups and eventually extend it to other institutions within European Union and also from third countries (particularly from Latin America);
- to contribute to improve the accessibility and visibility of higher education in the European Union.

3. The present program involves 5 scientific areas:

- Pharmacy (Experimental and Clinical)
- Medicine (Translational and Clinical)
- Sport Sciences, Nursing and Physiotherapy

However, these do not hinder the possibility to develop other related activities (R&D) within other domains / doctoral programs from UAH even if not covered by this protocol.

Article 2 – TIMELINE, ASSESSMENT AND STRUCTURE

1 Duration will be defined according with the student’s statute as follows:

- **Full time**, for students exclusively dedicated, the program will be completed in 3 years (maximum). In special conditions a 1 year prorogation may be conceded. Other special situations will be remitted and analysed accordingly with UAH regulations.

- **Partial time**, for students not-exclusively dedicated, the program will be completed in 5 years (maximum). In special conditions a 2 year prorogation may be conceded. Other special situations will be remitted and analysed accordingly with UAH regulations.

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2. This doctoral program involves 60 ECTS and only admits candidates who already hold a Master degree adequately recognised within the European space.

3. To the students applying through U Lusófona will be offered the possibility to develop their program at CBIOS - Lusófona's research centre for biosciences & health technologies facilities, exclusively or not since, regarding the research praxis, experimental components might be developed in both universities, if applicable.

4. To these students applying through U Lusófona, the approved *curriculum* is as follows (Table 1):

Table 1- UAH-Lusófona PhD Program *curriculum* structure

Pre-Praxis	Electives (when applicable) within the PhD domains and/or	(5-10 ECTS)	
Advanced training	Publication of abstracts in international peer-reviewed meetings as author (also co-author) (recommended 2-3)	(2-4 ECTS)	
	Publication of full-papers in international peer-reviewed journals (recommended 2)	(3-6 ECTS)	12 ECTS
Seminar Project and Research Methodology I	Design and public presentation of the thesis project	-	10 ECTS
Seminar Research Methodology II	Conference	-	8 ECTS
Research Praxis (thesis)	Experimental	-	30 ECTS
TOTAL			60 ECTS

5. Exceptions

- a) Masters from any 2nd cycle of studies in human health domains, graded with 16 / 20 or higher are exempt of the advanced training course within Pre-Praxis. The other components (18 ECTS) of this phase are mandatory.
- b) Masters from any 2nd cycle of studies in human health domains, graded with less than 16/20, must complete 30 ECTS corresponding to Pre-Praxis component involving or

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not the mentioned Electives. A case-by-case decision should be taken by the course director articulated with the supervisor.

- c) Masters from other domains non-related to human health must always complete 12 ECTS from the advanced training course whatever the final grade obtained. Again, a case-by-case decision should be taken by the course director articulated with the supervisor.

5 Annual Assessment and Monitoring

The institution will annually monitor the program fulfilment. This evaluation is mandatory (see ahead article 5) and should respect the schedule established by UAH – Escuela de Doctorado.

Article 3 - COORDINATION

1 This partnership is coordinated by UAH which has the legal responsibility of the programme. The Academic Commission will include one U Lusófona representative, the School of Health Sciences and Technologies (ECTS) Director, to participate whenever necessary.

2 U Lusófona and in particular the ECTS's Director will be responsible to provide the administrative, pedagogical and scientific information on all the cases regarding students enrolled in the program through Lusófona (see ahead).

3. For all academic purposes the Scientific Council of ECTS (CC ECTS) will be the formal academic body to provide all the relevant information required by the program coordination (UAH).

Article 4 – DECISION AND PROCESSING

1 The CC ECTS will confirm the procedural conformity of the students to be included in the program.

2 In their applications, students must provide a CV, certified copies of previous degrees, copy of passport and, a passport-size photo.

3. in the case of students coming from third countries outside the European Union, ECTS will guarantee that the recognition of its documentation is only accepted by documents previously recognized by the embassy or equivalent representation of Spain in the country of origin.

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4. Selection of candidates always involves a presential interview with the course director at U Lusofona.

5. Once authorised, students will formalise their application. With the orientations of the assigned supervisors (one from U Lusofona, another from U Alcalá), the student designs the research project to be developed (Praxis). This project is previously presented, evaluated and approved by the CC ECTS upon proposal signed by all stakeholders.

6. A UAH tutor must also be assigned. If not immediately identified, the Academic Commission from UAH will indicate it, upon request by the Lusófona's course director.

Article 5 – OTHER OPERATIONAL ASPECTS

1 Application

Considering the specific conditions previously defined (Article 4) for the students enrolled through U Lusofona, all administrative procedures will take place at Lusófona's by the usual means.

U Lusofona will formalise all the applications, in due time, at U Alcalá

2 Selection, Admission and Assessment

The CC ECTS will confirm the eligibility of the applications. Arrangements, if necessary, will be taken to comply with non-discrimination objectives by ensuring gender equality, integration of the disabled, enhancement of social and economic cohesion and the combat of xenophobia.

3. Evaluation and Progress

The progress of each student/program track will be evaluated every year. This process is mandatory and is accomplished online through the UAH platform.

4. Insurance

Students will have to follow the rules in force at the hosting institution, which includes general insurance for day-by-day work.

5. Language Courses

Both Iberian languages are admissible as official languages, respecting all forms of communication and work produced (reports, examination and final documents including the PhD Thesis). Whenever applicable the English might also be used as an official language for course development purposes.

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Article 6 - FINANCIAL MANAGEMENT

1. The UAH defines each year the fees corresponding to the program. U Lusofona also defines, in each year, the fees applicable to student's enrolled through U Lusofona.
2. Students can fully access common use facilities in both universities such as (e.g. library, equipment, insurance, lab material and available technology assessment) as long as part of the approved program.
3. Students' must strictly observe their duties and timelines, including financial. Any difficulties should be immediately reported to the university services / supervisor / course director , to adjust the adequate solution and avoid any potential disconformities.

Article 7 - THESIS

1. The final document – the Doctoral Thesis, shall be presented according to the UAH rules and orientations. The U Lusófona logo is admitted in the final document “au pair” with the UAH logo.
2. The Doctoral Thesis in its final form, must be approved by the Scientific Council of ECTS-UL. For its evaluation is required:
 - a) the thesis itself (in electronic format, respecting the precepts of the UAH).
 - b) declaration of conformity of the responsible supervisor (s)
 - c) report of the candidate's track during the period of development of the thesis.
 - d) two external opinions (to the UAH and UL) from experts in the knowledge domain.
2. Once approved, the CC ECTS will send this information and documents (in electronic format) to the Coordinator of the Doctorate Program in Health Sciences in UAH and to the Director of the UAH Doctoral School.
3. The UAH will inform the U Lusofona on the formal acceptance of thesis and indicate the date for its deposit, as well as the number of copies required in each format (paper and electronic).

Article 8 – MONITORING, QUALITY ASSURANCE & FINAL

1. An independent Quality Assurance Board will be nominated including at least one member from each university and at least one external member. It will be responsible to produce

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annual reviews to the program academic standards and administrative practices and make recommendations to ensure that the high quality of standards is maintained.

2. Each institution is expected to act at all times in good faith and in a manner that reflects the good name, goodwill and reputation of the other party and in accordance with good scientific and academic practice and ethics.

3. Each partner commits itself to participate in a cooperative manner to ensure success to the present program.

***In full accordance of the current Regulations and respective Adendas
December.2018***