**DOCTORAL SCHOOL OF  
……………………………………………………………………….**

**COTUTELLE AGREEMENT****on joint scientific supervision over the preparation of doctoral dissertation of \*  
  
MA/MSc/MD ……………………………………………………………………………….………***(Full name)*

# entered into by and between

**the University of Lodz**, located in Lodz, ul. Narutowicza 68, Poland, represented under

the authority of the Rector of the University of Lodz ..................................  
…………………………………………………………………………………………………………………………………………  
 *(Academic title/degree, full name)*

by the Vice-Rector for Student Affairs and Quality of Education, ………………………………………….…………………………………………………………………………………………….  
 *(Academic title/degree, full name)*

and the **University** ……………………………………………………………………………………….…………………,

*(Name of the University / Partner University)*

located in……………………………………………………………………………………………………………………..…,  
 *(Address of the University/Partner University))*

represented by the Rector ………………………………………………………………………………………………  
 *(Academic title/degree, full name)*

The following provisions of Polish Law in force constitute the legal basis for the implementation of the doctoral dissertation:

1. The Act of 20 July 2018 - Law on Higher Education and Science (consolidated text, Dz. U. - Journal Of Laws of 2021, item 478, as amended), hereinafter referred to as PSWN;
2. Regulations of the University of Lodz Doctoral School of …………………….. …………………………………………………………..… adopted by the Resolution No. ……… of the Senate of the University of Lodz of 27 May 2019 on the adoption of the Regulations of the University of Lodz Doctoral School of ………………………………………………. (as amended), hereinafter referred to as: School Regulations;
3. Regulations specifying the detailed procedure for awarding the degree of doctor and doctor with ‘habilitation’ at the University of Lodz, adopted by Resolution No. 660 of the Senate of the University of Lodz of 27 January 2020 on the introduction of the Regulations specifying the detailed procedure for awarding the degree of doctor and doctor with ‘habilitation’ at the University of Lodz (as amended)

and the regulations in force in ………………………………………………………………………………………………….……………………………………:  
*(Name of the country of the University/Partner University)*  
  
1.…………………………………………………………………………………………………………………………………..  
2.…………………………………………………………………………………………………………………………………..  
3.…………………………………………………………………………………………………………………………………..

**§ 1**

**SCIENTIFIC SUPERVISION**

1. A joint scientific supervision is established for the doctoral dissertation (cotutelle) of

Mr/Mrs/Ms\* MA/MSc/MD……………… ..................................................................................

............................................................................................................................................ *,   
 (Full name)*

entitled:………… ………………………………………………………………………………………………………..………  
 *(Proposed title/title \* of the doctoral dissertation)*

on the date of signing the hereby Agreement.

2. Appointed Supervisors of the doctoral dissertation are:

1. …………………………………………………………………………………………………………………………….

*(Academic title/degree, full name)*

1. ……………………………………………………………………………………………………………………………

*(Academic title/degree, full name)*

3. Both Supervisors jointly undertake to guide the doctoral student in his research and scientific work and to provide him/her with all necessary assistance during the implementation of the doctoral dissertation.

**§ 2**

**COPYRIGHT**

Copyright and intellectual property rights to the subject of the doctoral dissertation and its publication, as well as the use and protection of research results obtained by a doctoral student as a result of joint work at both Universities, are protected pursuant to the regulations on doctoral degrees in force at both Universities.

**§ 3**

**EDUCATION**

1. Doctoral student commenced his/her\* education at the University of Lodz Doctoral School in the academic year….……. / ………. on (date) ………………………………………………., and at the University of ………………………………………………………...

*(Name of the University/Partner University)*

in…………………………………………………………..…. on (date)………………………………………………………

*(Name of the country of the University/Partner University)*

2. In Poland, the period of education at the doctoral school is stipulated in the School Regulations and lasts 4 years, while at the University………………………………………………………………………………………………………………………… *(Name of the University/Partner University)*

in …………………………………………………….… the period of education is specified in …………………

*(Name of the country of the University/Partner University)*

…………………………………………………………………………………………………………………………………………

*(Name of the legal act of the University/Partner University)*

and lasts…………………years.

3. The deadline for submitting a doctoral dissertation may be extended under the conditions set out in the School Regulations and the University .............................................................................................................................

*(Name of the University/Partner University)*

**§ 4**

**EDUCATION ORGANISATION**

1. Doctoral student shall comply with the obligations and deadlines resulting from the School Regulations and the regulations of the University .............................................................................................................................

*(Name of the University/Partner University)*

2. The period of the doctoral dissertation implementation shall be divided between both universities, alternately in each of the countries.

3. The schedule of the stay (approved by both Supervisors) at both Universities is specified in Appendix 1.

4. At the University of Lodz, the doctoral student receives a doctoral scholarship, while at the University ………………………………………………………………………………………………………………….

*(Name of the University/Partner University)*

receives/does not receive\* a scholarship.

5. Education at the University of Lodz Doctoral School of ……………………………………………………. is free of charge. Doctoral student bears/does not bear the costs of education at the University .......................................................................

*(Name of the University/Partner University)*

6. The costs of transport, daily living (accommodation, meals), as well as possible administrative fees shall be covered by the doctoral student in accordance with the regulations in force in both countries.

7. The costs of social security insurance and general health insurance are covered in accordance with the regulations in force in both countries.

8. During the entire period of education at the Doctoral School, the doctoral student is obliged to take out insurance in the event of illness and accident, in accordance with the insurance regulations in force in the country where he/she resides.

9. The doctoral student should additionally complete the formalities in order to benefit from free medical treatment.

10. During education, costs related to the necessary travel and stay in Poland of a foreign Supervisor from the University ............................................................................................

*(Name of the University/Partner University)*

are covered by the Party……………………………………………………………………………. *(to negotiate)*.

11. During education, the costs related to the necessary travel and stay in the ......................................................... of the Supervisor from the University of Lodz are *(Name of the country of the University/Partner University)*

covered by the Party ………………………………………………………………………………… *(to negotiate)*.

**§ 5**

**DOCTORAL DISSERTATION LANGUAGE**

1. The doctoral dissertation will be written in (language) …………………………………………………………………………………………………………………………………………

2. Doctoral student’s mother tongue is ..............................................................................................................................................

3. The defense of the doctoral dissertation will be conducted in…………………………………….. language.

4. A written summary of the doctoral dissertation will be prepared in ……………………………

…………………………………………….. language

**§ 6**

**DOCTORAL DISSERTATION DEFENSE**

1. The entire procedure of defending a doctoral dissertation will be held at the University of ................................. and will be conducted in accordance with the provisions of law in

*(Name of the University)*

force in ……………………………………… and with the legal regulations in force at the University

*(Country name)*

……………………………………………………………………………………. in ……………………………………………..

*(Name of the University) (Name of the country)*

2. Members of the doctoral commission established to conduct the defense of the doctoral dissertation will be appointed in accordance with the rules in force at the University of ........................... and in accordance with the regulations in force in ...............

*(Name of the University)*

……………………………………………………….

*(Country name)*

3. The defense will be attended by an equal number of research employees from both countries, as well as both Supervisors and reviewers.

4. Costs related to the travel and stay in Poland of the members of the doctoral committee coming from the University of ..............................................................................................

*(Name of the University/Partner University)*

are covered by the Party ............................................................................... *( to negotiate).*

5. Possible costs of travel and stay at the University ……………….…………………………….…………..

*(Name of the University/Partner University)*

of the Polish Party are covered by the Party ...................................................*(to negotiate)*.

**§ 7**

**DOCTOR'S DEGREE AWARDING**

1. After meeting the conditions resulting from the regulations in force at both Universities, the doctoral student will receive the title of doctor ............................................................. of the University………………………………………………………………………………………………………………

*(Name of the University/Partner University)*

in ................................................................., and also a doctor’s degree in the discipline of

*(Name of the country of the University/Partner University)*

………………………………………………………………………………………………….at the University of Lodz.

2.Decision to award an academic degree made by one University is not binding on the other University.

3. Doctoral student will receive:

a) a joint doctoral diploma issued by both entities, or

b) a doctoral diploma issued by ……………………………………………………………………………………..\*.

*(name of the University)*

**§ 8**

This Agreement shall enter into force on the date of its signing by the authorities of both Universities and shall remain in force until the end of the doctoral student's education at the Doctoral School.

**§ 9**

Each Party may terminate this Agreement if it considers that the quality of research or the progress in the research work of the doctoral student are unsatisfactory or due to other important reasons why the doctoral dissertation cannot be implemented.

**§ 10**

The Agreement expires in case of your removal from the list of doctoral students of: the University of Lodz Doctoral School of …………………………………………………………………… or the University…………………………………………………………………………………………………………………………

*(Name of the University/Partner Universities)*

in …………………………………………………………………………………………………………………………………….

*(Name of the country of the University/Partner Universities)*

**§ 11**

The University of Lodz becomes the entity liable for entering data into the system referred to in Article 342(1) of PSWN.

**§ 12**

Any amendments to the hereby Agreement shall be made in writing in the form of an appendix, otherwise null and void.

**§ 13**

The Agreement has been drawn up in four copies: two in Polish and two in English. The copies of the Agreement are of equal legal force.

***\*delete as appropriate***

**Signatures:**

|  |  |
| --- | --- |
| Vice-Rector for Students Affairs and Quality of Education of the University of Lodz | Rector of the University  ……………………………………….…………  *(Name of the University/Partner University)* |
| ……………………………………………………………………… | ………………………………………………………………… |
| *(Title/academic degree, full name)* | *(Title/academic degree, full name)* |
| in …………………………………………….., on ………….. | in …………………………………………….., on ………….. |
| *(Place) (Date)* | *(Place) (Date)* |
| Supervisor of the doctoral dissertation | Supervisor of the doctoral dissertation |
| ……………………………………………………………… | ……………………………………………………………… |
| *(Academic title/degree, full name)* | *(Academic title/degree, full name)* |
| in …………………………………………….., on ………….. | in …………………………………………….., on ………….. |
| *(Place) (Date)* | *(Place) (Date)* |
|  |  |
| Director of the Doctoral School | Director/Head………………………………………… |
| ……………………………………………………………… | ……………………………………………………………… |
| *(Academic title/degree, full name)* | *(Academic title/degree, full name)* |
| in …………………………………………….., on ………….. | in …………………………………………….., on ………….. |
| *(Place) (Date)* | *(Place) (Date)* |

*I acknowledged:*

*…………………………………………………………………………….*

*(doctoral student’s signature)*

*in……………………………………, on ..…………………………….*

*(Place, date)*