



Regulation 30/2024 Governing Doctoral Studies at the University of Cordoba.

Agreement of the Board of Governors, in an ordinary session on July 25, 2024, approving Regulation 30/2024 governing Doctoral Studies at the University of Cordoba.


Regulation 30/2024 governing doctoral studies at the University of Cordoba.

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EXPLANATORY STATEMENT

The PhD is the third “cycle,” or phase, of university education, and aims to provide advanced training in the skills and abilities related to quality scientific research and its execution, culminating in the completion of an original work of research: the doctoral thesis. The official teachings of doctoral studies are governed by Royal Decree 99/2011 of January 28 (amended by RD 534/2013, RD 43/2015, RD 195/2016 and RD 576/2023), and place the doctorate at the intersection between the European Higher Education Area and the European Research Area, such that doctoral studies are clearly distinguished from the first and second phases, the Bachelor’s degree and Master’s degree, becoming a key element in universities Research, Transfer and Internationalization policies.

Royal Decree 99/2011 of January 28 provides for the possibility of Universities creating Doctoral Schools in order to organize, within the scope of their management, doctoral teaching and activities. They are called upon to play an essential role in the model of doctoral training, based at the University, but integrating collaboration with other organizations, entities and institutions involved in R+D+i, both nationally and internationally. Law 14/2011 of June 1st on Science, Technology and Innovation modifies Articles 7 and 8 of Organic Law 6/2001 of December 21 on Universities, incorporating, with this modification, Doctoral Schools into university structures.

The specific regulations for doctoral studies at the University of Cordoba date from 2011 and were modified in 2013, before the new doctoral system was implemented in the 2013/14 academic year. The aforementioned RD 99/2011 was modified by Royal Decree 576/2023, of July 4, which introduces some fundamental changes, making it necessary to update the Doctoral Regulations to adapt them to the legal framework. The new regulation establishes in the second transitory provision that "doctoral programs already verified in accordance with the previous regulation, must adapt to the provisions of this royal decree before the beginning of the 2026-2027 academic year."

PRELIMINARY SECTION


General Principles

Article 1. Purpose and scope of application.

1. The purpose of these Regulations is to set forth the organization of doctoral studies corresponding to the third phase of official university studies leading to the degree of Doctor at the University of Cordoba (UCO), under the terms and within the framework established by the applicable state regulations.
2. Doctoral studies are structured in programs carried out at doctoral schools whose purpose is specialization by doctoral students in their research and training within a given field of knowledge. The doctoral schools of the UCO are integrated into the Institute of Postgraduate Studies (IdEP).
3. The UCO will develop its doctoral programs with the aim of integrating them into the European Education Area and/or other international research areas and networks.

Article 2. Definitions.

1. **Doctorate:** The third phase of official university studies leading to the acquisition of competencies and skills related to quality scientific research and its execution, leading to the title of Doctor.
2. **Doctoral students:** Research personnel in training who, after accreditation of meeting the access requirements established in the regulations, have been admitted to a doctoral program and have enrolled in the same. Their main activity will be research and they will, thus, be considered research staff in training, with the corresponding rights and duties set down in current regulations.

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3. **Tutor:** This is a member of the UCO's research/teaching staff belonging to the doctoral program, responsible for the adaptation and training and research activity so that it accords with the principles of the programs and, where appropriate, of the Doctoral Schools. He/she will be in charge of supervising the training activities and for the generation and presentation of the documents used to evaluate the doctoral student and ensure his/her interaction with the doctoral program's Academic Committee.

4. **Advisor:** Person responsible for the supervision of the student's research work.

5. **Doctoral School:** The unit created by the UCO, or in collaboration with other Universities or organizations, centers, institutions and entities with R+D+i activities, national or foreign, whose main purpose is the organization within its administrative area of the doctorate, in one or several branches of knowledge, or of an interdisciplinary character.

6. **Doctoral Program:** Doctoral studies are structured into doctoral programs, either alone or jointly with other Universities, which define a set of activities leading to the acquisition of the research skills and abilities necessary to obtain the title of Doctor. This program will be aimed at the development of the different formative aspects of doctoral students and will establish the procedures and lines of research for the completion of doctoral theses.

7. **Research lines:** They constitute the fundamental axis that sustains the training and research activities of a doctoral program. Each line will have a person in charge of it and a group of members of demonstrated competence, and with accredited research experience, who will make up the research team, supported by the ongoing competitive research projects of any of its members at all times.

8. **Doctoral Program Academic Committee (CAPD):** This is the body linked to each doctoral program responsible for its definition, updating, quality, coordination and the supervision of the progress of research and training, as well as authorizing the procedures related to each doctoral thesis.


9. **Time limit:** This is the maximum period of time for doctoral studies, between enrollment and authorization by the CAPD, to file the doctoral thesis.

10. **Research plan:** Document prepared by the doctoral student, with the guidance of his or her tutor and advisor, in which the research to be carried out during the doctoral period is planned. The thesis advisor will review and endorse this document, and its implementation will be evaluated annually by the CAPD. The research plan may be updated during the execution of the thesis.

11. **Training plan:** Document prepared by the doctoral student, with the guidance of his or her tutor and advisor, in which the training activities of the doctoral program are planned. The activities to be carried out can be mandatory, these being those indicated in the verification report, or voluntary. The training plan can be updated during the execution of the thesis.

12. **Doctoral Student Activity Document (DSAD):** This is the individualized record tracking the training activities carried out in the training plan and validated by the tutor or advisor. The person who serves as the advisor and/or the tutor on the thesis will review and endorse this document, which will be evaluated annually by the CAPD.

13. **Monitoring report:** Document prepared by the doctoral student, specifying and justifying the execution of the research plan and the DSAD, for annual evaluation by the CAPD. The follow-up report must be validated by the tutor or advisor.

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14. Accredited research experience: The possession of at least one period of research activity recognized by any quality agency competent to evaluate teaching staff, or the justification of objectively comparable merits, in the last seven years, in accordance with the current criteria established by the National Commission for the Evaluation of Research Activity (CNEAI) for the recognition of research activity; or possessing the maximum number of periods of research activity that may be recognized in accordance with the provisions of Royal Decree 1086/1989 of August 28 on the remuneration of university teaching staff.

15. External person: An individual who does not have an employment relationship with the UCO and is not a member of the doctoral program in national or international joint programs. Persons on leaves of absence, special services, or retirement will be considered according to the institution from which they come. In addition, external persons may not belong to the same research center or institute as any of the persons supervising the thesis (advisors) or the doctoral candidate.

SECTION I

General provisions

CHAPTER I

Access, admission and enrollment in the doctoral program

Section 1. Access to the doctoral program

Article 3. Access requirements.

1. Access to UCO doctoral programs will be carried out with full respect for fundamental rights and the principles of equality, merit and ability. Likewise, the principles of universal accessibility will be taken into account according to the current regulations on equal opportunities, non-discrimination and universal accessibility for people with disabilities.

2. In general, in order to be admitted to a doctoral program it will be necessary to hold an official Spanish Bachelor's degree, or equivalent; and a Master's degree, or equivalent, provided that at least 300 ECTS credits have been earned in both programs.


3. Likewise, those who are in any of the following situations will be able to access them:

a) Holding an official Spanish university degree or equivalent Spanish certifications, provided that at least 300 ECTS credits have been earned in these courses, and accrediting a Level 3 on the Qualifications Frameworks in the European Higher Education Area (MECES).

b) Being in possession of a degree obtained in accordance with foreign educational systems belonging to the European Higher Education Area (EHEA), without the need for its homologation, accrediting a Level 7 on the European Qualifications Framework (EQF), provided that the degree entitles one to access to doctoral studies in the country of its issuance. This admission will not imply, in any case, the homologation of the previous degree held by the interested party, nor its recognition for purposes other than access to doctoral studies.

c) Being in possession of a degree obtained in accordance with foreign educational systems outside the EHEA, without the need for its homologation, after verification by the university that this accredits a level of training equivalent to that of the official Spanish university Master's degree, and that it entitles one, in the country of its issuance, to access doctoral studies. This admission will not imply, in any case, the homologation of the previous degree held by the interested party or its recognition for purposes other than access to doctoral studies.

d) Being in possession of another doctoral degree.

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e) Likewise, university graduates who, after obtaining a training slot after taking the corresponding entrance exam for specialized medical training, have completed, with a positive evaluation, at least two years of training in a program to obtain the official degree in any of the specialties in Health Sciences, may also be admitted.

Section 2. Admission to the doctoral program

Article 4. Admission procedure.

Admission to doctoral programs will be carried out in accordance with the provisions of Royal Decree 99/2011, as amended by RD 576/2023, in the verification reports of the doctoral programs and in these regulations.

Article 5. Admission criteria.


The criteria for admission to doctoral programs, defined in the corresponding verification reports, will be published on the official website of the UCO for each program, prior to the admission process and must guarantee equal opportunities. In particular, the endorsement of a researcher as a possible advisor of the doctoral thesis and the endorsement of a potential tutor of the doctoral program will be established.

Article 6. Bodies responsible for admission.

1. The admission process to each of the doctoral programs offered in the UCO's Doctoral Schools will be decided by the CAPD. This proposal, if favorable to admission, will also include the appointment of the candidate's tutor.
2. The administration of each Doctoral School will be responsible for the follow-up and control of the process.

Article 7. Admission quotas and periods.

1. The Board of Governors of the UCO will approve for each academic year, together with the offerings of doctoral programs, the maximum number of slots for each of them. These admission limits will be those established in the doctoral programs' verification reports.
2. At least 5% of the slots offered will be reserved for students with a recognized degree of disability equal to or greater than 33%, as well as for students with permanent special educational needs associated with personal circumstances involving disability, who in their previous studies have required resources and support for their full educational normalization; and for applicants who are victims of gender violence, or their children, and people at risk of social exclusion.
3. For the purposes of the preceding paragraph, persons at risk of extreme socioeconomic difficulty are considered to be those receiving minimum insertion income or minimum living income, as well as the members of the cohabitation unit who are beneficiaries thereof.
4. Two admission deadlines will be established annually, one ordinary (Phase 1 or first deadline) and one extraordinary (Phase 2 or second deadline) which will be determined based on the official academic calendar approved in each academic year by the Board of Governors of the UCO.
5. The temporal criterion for the awarding of slots is established as follows: first, places will be awarded to those applications admitted in the first application period. The remaining vacancies may be allocated in a second application period.
6. The granting or pre-granting of a national or international scholarship or pre-doctoral contract, financed through competitive calls, as well as specific agreements for the completion of doctoral theses at companies, foreign universities or institutions, will constitute preferential merits for admission, provided that the access requirements established in the provisions in force and set down in the corresponding degree verification report are met.

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7. Outside the admission periods, applications may be accepted under exceptional circumstances, such as those mentioned in the previous point, which must be approved by the Vice-Rector's Office with competence in doctoral studies, after a report from the CAPD.

Article 8. *Specific training supplements.*

1. The CAPD will examine the documentation provided by the candidate and may establish specific training supplements, based on the description of the program in the verification report and on the individualized admission profile of the person in question. Said specific training supplements will have, for the purposes of public prizes and the awarding of scholarships and study assistance, the consideration of doctoral level training.

2. The training supplements will be communicated to the person concerned at the time of admission.

3. The training supplements must be completed during the initial period of the execution of the thesis, within one academic year. If one does not enroll in the doctoral program in time to enroll in the corresponding courses, these supplements may be completed in the following academic year.

The applicant may request the substitution, total or partial, of the training supplements based on other merits garnered or activities completed prior to admission. This recognition will have to be approved by the CAPD before the first enrollment.

4. In the case of candidates with special educational needs stemming from some type of disability, the admission systems and procedures will include the appropriate support and counseling services, which will evaluate the need for possible curricular adaptations, itineraries or alternative studies.

Article 9. *Applications for admission.*

1. Those interested in admission to a doctoral program must submit an application for admission, together with supporting documentation, electronically, through the means enabled for this by the UCO, under the terms and according to the deadlines established in the UCO's official academic calendar. The documentation will be sent in accordance with the procedure provided for in Article 16.4 of Law 39/2015 of the Common Administrative Procedure of Public Administrations.

2. Interested persons must provide documented evidence of compliance with the academic requirements for access to doctoral studies when submitting their application for admission. In the event that the documentation provided is incomplete, the CAPD may decide to offer the applicant conditional admission, which must be rectified prior to enrollment.


Section 3. *Enrollment in the doctoral program*

Article 10. *First enrollment in doctoral studies.*

1. Doctoral students admitted to a doctoral program must formalize their enrollment electronically through the means provided by the UCO and by the deadlines established for each academic year on the UCO's official academic calendar. In the case of joint programs, the agreement will determine where this registration must be completed.

2. In the process of formalizing the enrollment, the doctoral student will provide, duly signed:

- a) The doctoral school's code of good practices.
- b) A documented commitment to supervision.

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3. It will be understood that whoever does not formalize the enrollment within the established term waives the slot offered, and said slot will become available to another applicant.

4. Registration for academic supervision will grant students the right to use the resources available for the execution of their work, as well as the other privileges recognized for UCO doctoral students by academic regulations and other provisions in force.

Article 11. *Renewal of enrollment in doctoral studies.*

1. The student, to re-enroll for academic supervision, must have obtained, in the previous academic year, a favorable evaluation of his/her progress on their research plan and the activities document (SDAD).

2. Enrollment will be renewed each academic year by paying the corresponding public fees within the period established by the UCO's official academic calendar.

3. Those who do not pay the registration fee within the established period will be withdrawn from the doctoral program.

Article 12. *Cancellation of enrollment in doctoral studies.*

1. Cancellation of enrollment may be requested in accordance with the enrollment rules established by the UCO for official degrees. Tuition refunds will be made in accordance with UCO regulations.

2. Exceptionally, requests for cancellation of enrollment may be processed after the deadline indicated in the previous paragraph with the right to a refund of tuition fees, provided that there are extraordinary situations, duly justified and justified, at the discretion of the Vice-rectorate responsible for doctoral studies.

3. The *ex officio* cancellation of one's enrollment may be dictated by the Rector or Vice Rector in accordance with the regulations in force, by means of a reasoned resolution, including failure to pay the corresponding fees. The cancellation of the enrollment may also be decided *ex officio* if the documents demanded for enrollment have been falsified; or if any documents were concealed which, had they been disclosed, would have precluded one from enrolling. This cancellation, which in no case shall entitle the student to a refund of the enrollment fee, shall be agreed upon without prejudice to possible disciplinary consequences that may arise from such conduct.

4. The retention of enrollment fees may also be dictated as a consequence of the processing and resolution of a disciplinary proceeding.


CHAPTER II

Doctoral training

Article 13. *Structure of the doctoral training.*

1. The organization of doctoral training lies with the Doctoral School and the doctoral programs attached to it, and must be conveyed in the verification reports of the programs, together with the procedures established for their oversight.

2. The School, in general, and the doctoral programs, in accordance with the provisions of their verification reports, will approve the doctoral training activities, which will include both transversal and specific training, within the scope of each program, as well as mobility activities.

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Section 1 Doctoral programs

Article 14. Organization of the doctoral programs.

1. Each doctoral program will be organized, designed and coordinated by a Doctoral Program Academic Committee (CAPD), appointed by the Management Committee of the doctoral school, and in accordance with the regulations, statutes and/or collaboration agreements with the institutions involved in the doctoral program.

2. The CAPD will propose a coordinator. This proposal must be announced by the Management Committee of the doctoral school and will be appointed by the Rector of the UCO. In the case of joint doctoral programs, the coordinator will be appointed by an agreement between the rectors of the participating universities or in the manner indicated in the agreement with the other institutions involved.

3. In the case of joint doctoral programs, if the coordinator does not belong to the UCO, a coordinator belonging to the UCO will be appointed, who must be part of the joint CAPD and will be appointed by the Rector of the UCO. The proposal must be reported by the Management Committee of the Doctoral School.

Article 15. Doctoral program coordinator.

1. Doctoral program coordinators are responsible for directing and coordinating the activity of the doctoral program.

2. The appointment will be made by a qualified researcher having served as an advisor on at least two doctoral theses, and possessing at least two periods of accredited research experience.

3. The person who coordinates the doctoral program shall represent the program in the Doctoral School Management Committee and shall ensure that the agreements of the Doctoral School, in relation to the doctoral program, are complied with.

4. He or she shall also ensure that the members of the doctoral program (advisors, tutors and research personnel in training) have information on matters related to the activities of the program that may affect them.

Article 16. Academic Committees of the doctoral programs .


1. The academic committee of each doctoral program is responsible for its definition, updating, quality and coordination, as well as for the evaluation of the doctoral student's progress in their research and training. It will also authorize, among others, the participation by members in lines of research, international stays, and possible thesis mentions (distinctions), and will approve the filing and defense of the thesis of each doctoral student.

2. It shall be chaired by the coordinator of said doctoral program and shall be made up of doctors who can prove that they have at least two periods of accredited research experience, and experience as doctoral thesis advisors.

3. They will feature a regulation of their structure, organization and operation corresponding to the CAPD (hereinafter CAPD regulations), which will be approved by an agreement of the Board of Governors. These regulations will cover, among other things, additional criteria for thesis tutors or advisors, and the maximum number of theses on which one may serve as a tutor and/or advisor.

4. In the case of joint doctoral programs, the composition of the CAPD as well as the CAPD Regulations. will accord with the agreement with the other institutions involved.

5. Appeals may be submitted against the resolutions adopted by the CAPD, to be presented to the Management Committee of the Doctoral School.

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Section 2. Training activities**Article 17. Training activities.**

1. The Management Committee of the doctoral school will plan an annual transversal training plan, which will include a program of general training activities, aimed at all areas of knowledge and oriented to the acquisition by the doctoral student of the competencies established in Royal Decree 99/2011, of January 28, modified by RD 576/2023.

2. The training activities may be offered by the doctoral school itself, and will be supported by the UCO's teaching and research staff and its management, administration and service staff, where applicable. These activities shall comply with the provisions of the regulations governing the UCO's own teaching.

3. The CAPD will approve the specific activities forming part of the doctoral program's training program.

4. Training activities carried out as part of previous doctoral programs may be recognized by the CAPD as equivalents of new programs. To be recognized they must be similar, in terms of their duration and content, to those of the program's training activities. Once recognized, they will be included in the DSAD.

Section 3. Student mobility**Article 18. Mobility of doctoral students at the University of Córdoba.**

1. Mobility actions by UCO doctoral students (time spent at other national or foreign research centers) must always be approved by the thesis advisor and authorized by the CAPD, which will inform the Secretariat of the doctoral schools prior to commencement of the action.

2. Stays carried out must be accredited upon their completion by means of a certificate issued by the host institution indicating the start and end dates and the responsible researcher at the institution.

3. Those doctoral programs that require as a mandatory training activity the completion of mobility actions during certain periods, may be assessed once they have been completed and documented.

4. The doctoral student must include in his/her SDAD those mobility actions that have been previously authorized, duly accredited and favorably evaluated by the CAPD.


CHAPTER III**Doctoral thesis supervision****Article 19. Advising and tutoring of doctoral theses.**

The proposals for advising and tutoring submitted for the approval of the CAPD, must respect the provisions of Articles 23 and 24 of Law 40/2015, of the Legal Regime of the public sector, in all matters relating to abstention and recusal, when any of the circumstances provided for in the rule occur. Proposals will not be accepted in which the advisors or tutors have a marital relationship with the doctoral candidate, or similar de facto situation.

Article 20. Tutor.

1. To be a tutor one must be an active member of the UCO's research/teaching staff, with the degree of doctor, and accredited research experience, and a member of one of the lines of research of the doctoral program.


2. The tutor may or may not also be the advisor of the doctoral thesis.

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3. The CAPD may establish additional requirements to serve as a tutor, which will have to be set down in in the CAPD's regulations.
4. The tutor is responsible for ensuring the adaptation of the training and research activity of the doctoral student so that it accords with the principles, criteria and rules governing the program and the doctoral school, as well as acting as an intermediary between the doctoral student and the CAPD.
5. The duties of the tutor include, but are not limited to, the following:
 - a) Regularly review of the SDAD.
 - b) Supervise the doctoral student in his or her training process.
 - c) Report and evaluate the SDAD annually before the CAPD.
 - d) To know, respect and sign the code of good practices of the doctoral school and the documented commitment to supervision at the beginning of the doctoral student's tutoring.
6. The CAPD will assign a person to tutor each doctoral student at the time of their admission to the doctoral program. In the event that, for justified reasons, a tutor cannot be assigned at the time of admission, the CAPD must designate one within three months.
7. In general, the CAPD, after having spoken with the doctoral student, may modify the appointment of the person assigned to tutoring at any time during the doctoral program, provided that there are justified reasons.
8. The change of tutor may be proposed on the initiative of the doctoral student, the tutor, or the person coordinating the doctoral program, and must be approved by the Management Committee of the doctoral schools, after a favorable report from the CAPD.
9. The maximum number of doctoral students that can be tutored by the same person may be established in the CAPD regulations, regardless of whether the theses are carried out on a full-time or part-time basis.
10. The UCO will recognize as part of the pedagogical functions of faculty the tutoring of doctoral students in the terms established in the applicable regulations.

Article 21. Thesis advisors.

1. Any Spanish or foreign PhD with accredited research experience, regardless of the university, center or institution in which he/she provides his/her services, may be appointed as a doctoral thesis supervisor.
2. The CAPD may establish additional requirements for serving as an advisor, which must be set forth in the CAPD's bylaws.
3. The advisor will be the person responsible for the coherence and suitability of the training activities, the impact and novelty of the subject matter of the doctoral thesis in his/her field, and guiding the student, where appropriate, on other suitable projects and activities in which the doctoral student is enrolled.
4. The duties of the persons advising on the thesis include, but are not limited to, the following:
 - a) Accompanying and advising the doctoral student throughout the completion of their thesis in all those tasks included in the research plan and the training plan.
 - b) To know, respect and sign the code of good practices of the doctoral school and the documented commitment to supervision at the beginning of the doctoral student's supervision.
 - c) To endorse the doctoral student's stays and activities as a necessary requirement to qualify for the international mention or co-supervision regime in the doctoral degree.
 - d) Regularly review the SDAD.
 - e) Report and evaluate the research plan and the SDAD annually before the CAPD.

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5. The CAPD will assign the person who will advise each doctoral student on the admission process to the doctoral program, based on the endorsement submitted.

6. The CAPD may assign other persons to advise on the thesis, who must meet the same conditions required of thesis advisors. Co-advising of the thesis may be authorized when there are academic or thematic interdisciplinary reasons, or when the programs are developed in national or international collaboration.

7. On theses with industrial mentions, and/or co-advising, and in other exceptional cases, the CAPD may authorize the co-direction of the thesis by doctors who do not have accredited research experience, with the prior approval of the Management Committee of the doctoral school.

8. In no case shall the number of advisors exceed three. The third advisor may not belong to the same university, research center or doctoral school as the other advisors. The appointment of the third advisor must be approved by the Steering Committee of the doctoral school in view of the justifications presented and with the prior favorable report of the CAPD.

9. The incorporation or modification of any of the persons advising on the thesis may be proposed for approval by the CAPD. However, when the co-direction does not benefit the development of the thesis, provided that there are justified reasons, the CAPD may propose the modification of the advisorships at any time during the completion of the doctorate.

10. The maximum number of doctoral students who may be supervised by the same person may be established in the CAPD regulations, regardless of whether the theses are carried out on a full-time or part-time basis.

11. The UCO will recognize as part of the pedagogical load of the faculty their work as doctoral thesis advisors under the terms established in the applicable regulations.

12. UCO teaching/research staff who wish to advise on theses at other universities must request written permission from the Institution to do so, addressing the Management Committee of the doctoral school.

CHAPTER IV

The execution of doctoral studies

Section 1.1 Duration and system of doctoral studies

Article 22. Duration and dedication regime.


1. The duration of doctoral studies will be a maximum of four years on a full-time basis, counting from the date of enrollment in the doctoral program until the filing of the doctoral thesis. Notwithstanding the above, and with prior authorization from the CAPD, doctoral studies may be carried out on a part-time basis. In this case, such studies may have a maximum duration of seven years from the date of enrollment in the doctoral program until the filing of the doctoral thesis.

2. Full-time students will be considered to be all those persons holding a scholarship or contract whose relationship with the UCO or another university or public or private entity involves the completion of a doctoral thesis during the time of execution.

3. In any case, the minimum time between enrollment and the filing of the thesis will be one year. Exceptionally, the Management Committee of the doctoral schools may admit a shorter period for justifiable reasons, which, in any case, must be documented.

4. When the doctoral candidate is a person with a degree of disability equal to or greater than 33 percent, the duration of the doctoral studies will be a maximum of six years full-time and nine years part-time.

5. If the thesis has not been filed after the above-mentioned deadlines, an extension of this period for one more year may be authorized upon request of the doctoral candidate and subsequent approval by the CAPD.

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6. Situations of temporary disability, birth, adoption, guardianship for the purpose of adoption, foster care, risk during pregnancy, or during breastfeeding; and gender violence, or any other situation covered in the regulations in force during the period of time mentioned above will interrupt the calculation of the time limit for doctoral studies. The doctoral student must inform the Secretariat of the doctoral schools regarding this justification, providing the corresponding accrediting documentation, as well as indicating the start and end periods of these situations.

7. A change from full-time to part-time and vice versa may be requested a maximum of once per academic year. After approval by the CAPD, the time elapsed since enrollment will be deducted. The remaining time, in years, until the end of the time limit, computed in years or fractions of a year, will be multiplied by a factor of 7/4 or 4/7, depending on whether the change is from full-time to part-time or vice versa, respectively.

8. In the case of joint doctoral programs, the provisions of the agreements that govern such programs shall apply. As a general rule, the regulations applicable to students in joint programs will be those established by the university at which the student is enrolled.

Article 23. Periods of voluntary temporary leave.

1. Doctoral students may request voluntary temporary withdrawal from the program for up to a total of two years. Such requests must be addressed to, justified, and approved by the CAPD.

2. Activities that the doctoral student may carry out during periods of leave will not be considered part of his/her training and research, nor will they be included in the SDAD, nor will they count as quality criteria related to the doctoral thesis.

3. Voluntary temporary leaves of absence for a full academic year must be authorized prior to the academic supervision registration period. In these cases, the doctoral student is exempted from renewing and paying the annual tuition for academic supervision, carrying out the evaluation of the SDAD, and the research plan, and, in appropriate cases, from requesting extensions. All these obligations will resume at the end of the authorized leave of absence.

4. Likewise, the doctoral student may request a voluntary temporary leave of absence for a minimum of three months and a maximum of one year, at any time during the year. In these cases, the doctoral student must complete and pay the registration fee for the course, the annual evaluation of the SDAD, and the research plan.

5. Requests for retroactive voluntary temporary leave (that is, when the date of the end of the leave is prior to the date of the request) shall not be accepted, except in cases of *force majeure*, duly justified and accredited.

Article 24. Permanent withdrawal from the doctoral program.

1. The causes for definitive withdrawal from the doctoral program are:

a) In those cases in which the CAPD has required doctoral students to complete specific training supplements, failure to do so in accordance with the provisions of these regulations.


b) Express communication by the doctoral student of his/her desire to request voluntary withdrawal from the program.

c) The time limit to complete doctoral studies has elapsed.

d) Receiving two unfavorable evaluations regarding the SDAD and the research plan in the same academic year.

e) Non-renewal of the annual enrollment for academic supervision, except in cases of voluntary temporary leave during a full academic year.

f) The *ex officio* cancellation of the enrollment, dictated by the Rector or Vice Rector.

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- g) Any other cause provided for in the applicable regulations in force.
2. If the doctoral student leaves the program definitively, he/she will not be able to reapply for a new admission to the same doctoral program until after four academic years have passed. This procedure can only be initiated if the student has no outstanding debts with the University and will be considered as a new enrollment in a doctoral program. However, the student may be admitted to another doctoral program at the UCO, which will be considered a new doctoral enrollment.

Section 2. Monitoring and evaluation of doctoral students

Article 25. Monitoring and evaluation of the doctoral student in the first year.


1. The doctoral student must submit, within the period established in the official academic calendar of the UCO, and according to the form published by the IdEP, the research plan and the personal training plan, to be prepared by the doctoral student with the assistance of his tutor and advisor. It will include all the activities of interest, both training and research, indicated in the verification report of the doctoral program and necessary for the completion of the doctoral thesis. This document will be reviewed and authorized by the tutor and/or thesis supervisor and evaluated by the CAPD.
2. The research plan shall include, at least, the methodology to be used and the objectives to be achieved, as well as the means and time schedule to achieve them.
3. The personal training plan will contain a projection of the different training activities that will be carried out during the doctoral thesis (courses, seminars, mobility activities, etc.).
4. The CAPD will decide on the admission of the research plan and the training plan. If the CAPD detects major deficiencies in the document, the doctoral candidate must be reevaluated within six months. In the event of another negative evaluation, the CAPD will hear the interested party, and if the unfavorable evaluation persists, after a reasoned report from the CAPD, the doctoral student will be definitively removed from the program.
5. Failure to submit the research plan or training plan will be considered tantamount to an unfavorable evaluation.

Article 26. Monitoring and evaluation of the doctoral student in the second and successive years.

1. In order for the doctoral student to present the execution of his/her research plan, especially with regard to methodology, progress and most significant results, the CAPD will annually evaluate the monitoring report, which includes one's progress on the research plan and the SDAD, together with the reports to be issued for this purpose by the person tutoring and/or advising on the thesis. Unfavorable evaluations on the follow-up report must be duly explained.
2. In the event of an unfavorable evaluation on the monitoring report, the doctoral candidate must undergo a new evaluation within six months, for which purpose a new report must be prepared. In the event of another negative evaluation, the CAPD will hear the person concerned, and if the unfavorable evaluation persists, after a reasoned report from the CAPD, the doctoral student will be definitively withdrawn from the program.

Article 27. Simultaneous doctoral studies.

1. Doctoral studies in two or more doctoral programs may be combined. To do so, an application must be sent to the Vice Rector competent in the area of doctoral studies, accompanied by favorable reports from the CAPD of the programs to be combined.

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If the two reports are favorable, the Vice Rector with competence in doctoral matters will decide in favor of the application. In the event that one of the two reports is not favorable, it may be denied.

2. The study modality to be applied will be part-time.
3. This procedure of simultaneity of studies is applicable both to students who apply for simultaneous doctoral programs at UCO, as well as to those who apply for simultaneous doctoral programs offered by another university.

CHAPTER V


The doctoral thesis.

Article 28. *The doctoral thesis.*

1. The doctoral thesis will consist of an original work of research produced by the doctoral student within the framework of the research lines of the doctoral program. The thesis must enable the doctoral candidate to work independently in the field of R+D+i.
2. The thesis shall be submitted in protected electronic format.
3. The title page of the thesis must state that it is a doctoral thesis, the title, the author, the person or persons advising the student on the thesis, the doctoral program, the name of the University of Cordoba (including the logo) and the year. In the case of theses carried out in the framework of joint doctoral programs, the names of the participating universities will be included.
4. The thesis may be written and, if necessary, defended in Spanish or in the usual languages for scientific communication in the field of knowledge. In any case, it must include a comprehensive summary and conclusions in Spanish.
5. A co-supervised (that is, co-advised, by two advisors) thesis may be written in the language of either of the universities, but will be accompanied by an abstract and conclusions written in the language of the other(s). The cover page of the thesis must expressly state the co-advising between the institutions involved.

Article 29. *Quality control of the doctoral thesis.*

1. In general, and respecting the different branches of knowledge, it is required that, during the process of writing the doctoral thesis, the doctoral student generate at least one quality contribution directly related to his or her thesis. These are essential requirements for the contributions submitted to support a thesis:
 - a) Have been submitted for publication, display or reproduction after the date of enrollment of the student in the doctoral program.
 - b) The UCO must appear, mentioning the affiliation between the student and his/her advisor. If both the advisor and the doctoral candidate do not have the UCO as their first affiliation, the doctoral candidate must indicate the doctoral program where he/she is enrolled, and the UCO as his/her secondary affiliation.
 - c) The person defending the doctoral thesis must be listed as the first author of the work. In special cases the CAPD, based on a justification presented by the advisors, may or may not make an exception when the quality criteria of the thesis is duly substantiated though the doctoral candidate appears in another position.
 - d) Those publications in which the thesis advisor has any kind of relationship in the editing or revision process of the publication will not be admitted. The CAPD reserves the right to carry out a detailed analysis of the publications, which could result in their non-admission.
2. For the purposes of the previous section, a quality contribution is understood as a scientific work derived from the thesis published or accepted for publication in one of the following:
 - a) Journals indexed in the first three quartiles in the Web of Sciences Core Collection (WoS) databases, in the category and year corresponding to the publication.

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b) Journals indexed in the first three quartiles in the Scopus or Scimago Journal Rank (SJR) database, in the category and year corresponding to the publication.

c) For journals in the branch of Arts and Humanities, and in the field of Legal Sciences, the first three quartiles in the ranking of journals with the FECYT quality seal are considered, taking into account the area closest to the field of knowledge. In the field of Legal Sciences, the CAPD, after evaluation and analysis, may consider as a quality contribution a publication indexed in the first three quartiles in Dialnet metrics in the category and year corresponding to the publication.

d) Books and book chapters published by specialized publishers of clear prestige in the area of knowledge and that have external evaluation processes and the rigorous selection of originals. Publishers included in the first two quartiles of the Scholarly Publishers Indicators (SPI) will be considered. In the Arts and Humanities, publishers with the Academic Publishing Quality (CEA-APQ) seal will be considered.

e) For branches of knowledge in which the ANECA and the CNEAI recognize ordinary criteria or assessments other than publications, the CAPD, after evaluation and a report, will submit this proposal for approval by the Management Committee of the doctoral schools.

3. The CAPD will ensure the application of the criteria required in these regulations, and may propose additional criteria, which must be approved by the Management Committee of the doctoral school, and will be included and made public in the corresponding verification reports.

CHAPTER VI

Types of doctoral thesis

Article 30. *Theses as compendiums of publications.*

1. The doctoral thesis may be comprised of a series of works by the doctoral student published or accepted for publication, spanning the development of the thesis's research plan.

2. For the purposes set forth in the preceding paragraph, the body of work shall be made up of one of the following options, with contributions that meet the quality criteria included in Article 29:


a) A minimum of 3 articles.

b) A book or at least three chapters.

3. The thesis document will contain a general introduction, which establishes the relationship between the different contributions that make up the thesis and defines the line of research, indicating its objectives. The central core of the thesis will be constituted by literal transcriptions of the most advanced versions of the published works allowed by the open access policy of each publisher, indicating the journals or books in which they were published, the authors, pages and dates, as well as the indication of the registration of the contributions in the institutional repository of the UCO.

4. The thesis will contain a chapter presenting a global abstract, in Spanish, of the results and a discussion of them, and the conclusions that could be drawn from the line of research on which the publications are based. Possible future developments stemming from such research will be included. It will also contain, where appropriate, a chapter describing in detail the procedures and materials used in the study that have served as the basis for the preparation of the thesis.

5. The presentation of a thesis as a compendium of publications must be authorized by the CAPD pending a report from the person who serves as the advisor and/or tutor of the thesis, in a separate document. The report will state the suitability of the presentation of the thesis under this modality and must indicate the scientific relevance of the means of diffusion used for the publication of the contributions that compose the thesis.

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Article 31. International Mention.

The title of doctorate may include an "International Doctorate" mention. This distinction may be issued provided that the following circumstances are met, which the doctoral candidate must prove at the time the thesis is filed:

a) During the time limit in the doctoral program, the doctoral student must have spent at least (not necessarily continuously) three months outside Spain at at least one institution of higher education or a prestigious public or private research center, located in a country other than that in which he/she obtained his/her Bachelor's and/or Master's degree, studying or carrying out research work.

b) The stay must be endorsed by the thesis supervisor and approved by the CAPD in advance. The three-month stay may be the result of the sum of several stays, provided that none of them is less than thirty days and has prior authorization from the CAPD.

c) Part of the doctoral thesis, at least the Abstract and Conclusions, must have been written and presented in one of the standard languages for scientific communication in the field of knowledge, other than any of the official or co-official languages in Spain. This rule shall not apply when the stays, reports and experts proceed from a Spanish-speaking country.

d) The thesis must have been endorsed by at least two experts, as referred to in Article 2, *in fine*, and who belong to a Higher Education institution or research institute outside Spain. These experts may not coincide with the researchers responsible for the stay carried out.

e) At least one expert belonging to a non-Spanish Higher Education institution or research center, with the title of Doctor, and other than the person responsible for the stay mentioned in paragraph a) above, must have been a member of the thesis committee.

Article 32. Co-advising regime.

1. A doctoral thesis under an international co-advising (co-supervision) regime is understood to be one that is supervised by PhDs from two or more universities, one of which must be Spanish and the rest foreign. For their doctoral thesis work, the doctoral student will obtain two or more degrees, one from each of the institutions of higher education responsible for the completion of the thesis.


2. The doctoral thesis must be carried out under the control and responsibility of a thesis advisor at each of the Universities signing the co-supervision agreement, appointed in accordance with the requirements of each of the universities.

3. In order to carry out a doctoral thesis under international co-supervision, a specific agreement must be previously signed between the Universities, which must stipulate, among other matters, where the public fees for academic supervision of the doctoral studies, or their equivalents, will be paid, as well as the correspondence of grades, and at which institution the defense of the thesis will take place.

4. By virtue of the agreement, each institution will recognize the validity of the doctoral thesis defended in this framework, will undertake to issue the doctoral degree, and will recognize and acknowledge for all purposes, with its researchers, the tasks of doctoral thesis supervision, regardless of the place of the defense.

5. The application for the co-supervision agreement will be submitted to the CAPD, which will proceed to report the application and process it before the Master's and Doctoral Committee, which will make a decision.

6. The modification of any of the provisions of the specific co-supervision agreement may only take place exceptionally after authorization by the UCO Board of Governors, following a report by the Master's and Doctoral Committee.

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7. The requirements for admission to the doctorate will be those in force at the respective Universities.

8. The doctoral student will register at each of the universities. If the specific agreement establishes where the tuition fees are to be paid, what is indicated in said agreement will be applied.

9. During the period of stay, the doctoral student must carry out a minimum stay of six months in each of the institutions with which the co-supervision agreement is established, doing research work, either in a single period or in split periods lasting at least two months. The period of computation of the stay will be made as of one's enrollment in the doctoral program.

10. The authorization and filing of the thesis will be carried out at each of the universities in accordance with the regulations in force in each of them.

11. The defense will be held at the university established in the agreement.

12. The committee that will evaluate the thesis will be appointed and approved, by mutual agreement, by the two universities, in accordance with the regulations in force at the universities involved and as set down in the agreement.

13. The co-supervised theses may also give rise to the inclusion of the "International Doctorate" distinction in the Doctorate degree if the stays are conducted at institutions other than those in the formalized agreement, as established in Article 31.

Article 33. Industrial Mention.

1. This mention will be obtained by carrying out doctoral studies in collaboration with the social and economic fabric in order to promote cooperation and the transfer and exchange of knowledge between the academic world and the social and economic worlds, whether in the public or private sphere.


2. The "Industrial Doctorate" mention, or distinction, will be granted provided that the following circumstances are met, which the doctoral candidate must prove when filing the thesis:

a) That the doctoral student has been hired by the entity, company or public administration where the research project is carried out, for at least one year during the execution of the thesis, it being necessary for a substantial part of the thesis to be completed at the entity, company or public administration. These terms will be certified by the company or administration at which the doctoral student has rendered his/her services, and a certificate of employment must be provided.

b) That the thesis involves a research project of industrial, commercial, social or cultural interest at an entity, public or private company or public administration. Universities, public research organizations (national or regional) and university hospitals are excluded. Exceptionally, this mention may be earned at any of these institutions, except universities, provided that the content of the thesis is eminently applied. The direct relationship between the doctoral thesis and the work carried out by the doctoral student at the institution or company must be formalized in a scientific-technical report approved by the persons tutoring and advising on the thesis, and by the CAPD.

c) An agreement must have been signed between the entity, company or public administration and the university for the academic development of the doctoral thesis. This agreement will indicate the obligations of the university and those of the company or public administration, as well as the industrial property rights that may be generated, and the selection procedure of the doctoral students.

3. The doctoral student who completes a doctoral thesis with which they opt for the industrial doctorate mention will have a thesis supervisor appointed by the university *and* a person in charge appointed by the entity, company or public administration, who may be, in the following cases,

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if applicable, an advisor of the thesis, in accordance with the provisions of these Regulations. Under no circumstances may the person in charge designated by the company be a member of the thesis committee.

CHAPTER VII

Submission of the doctoral thesis

Section 1. Submission of the doctoral thesis

Article 34. Submission of the doctoral thesis.

1. Once the research work has been completed the doctoral student will submit the doctoral thesis to the CAPD to request its evaluation, filing and exhibition prior to the final defense. The following requirements must be met:

- a) To have registered for academic supervision during the academic year in question.
- b) To have obtained a positive evaluation in the last annual evaluation in the academic year in which it is presented.
- c) To have completed the mandatory training activities set down in the training plan and validated in the SDAD.
- d) To be within the applicable time limits.
- e) To be current on the payment of the corresponding public prices.

2. The submission of the thesis, together with the additional documentation, shall be carried out via the electronic administration and/or systems available to the university as determined in the instructions for the development of these regulations.

Section 2.^a Filing and defense of the doctoral thesis


Authorization of the filing of the doctoral thesis.

1. The doctoral student will request the authorization for the filing of the thesis from the secretary's office of the doctoral schools. For this purpose, he/she shall send the following documents to the Secretariat, separately:

- a) A request for authorization to file and defend the thesis, indicating whether the thesis is to be awarded an international doctorate, industrial doctorate, co-supervised doctorate and/or compendium of articles.
- b) A copy of the thesis in electronic format.
- c) Favorable filing report from the tutor and advisor, including the quality criteria.
- d) Mandatory training activities recorded in the training plan and validated in the SDAD.
- e) A statement of originality, with a reasoned evaluation of the results obtained after the application of the anti-plagiarism software tool, endorsed by the person in charge of advising on the thesis.
- f) A signed statement regarding the use of generative Artificial Intelligence systems used in the writing of the thesis.
- g) At least 2 thesis evaluation reports by 2 external experts in the field and with accredited research experience, as well as a list of changes or modifications made to the thesis document.
- h) An application and reports for theses requiring intellectual protection.

2. The evaluation reports of the experts will be requested by the person in charge and provided by the doctoral student, according to the published form, and may propose aspects for improvement. If the reports propose improvement actions, the changes or answers provided by the doctoral student must be presented.

3. If the doctoral student does not provide the complete and correct documentation to request authorization to have the thesis filed, the Secretariat of the doctoral schools will require him/her to correct the application within 7 working days.

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If the complete documentation has not been corrected within this period, the filing application will be rejected.

4. The Secretariat of the doctoral school will send the documentation to the CAPD, which will decide whether it is necessary to make changes to the thesis, reply to the comments received, and/or request a third report from another expert in the field, for which the doctoral student will have a single period of 30 calendar days. The CAPD will have a period of 10 working days to decide on the authorization of the filing.

5. In the event that the reports are favorable, with minor revisions, the doctoral candidate will also submit a response to the reports, detailing the changes made to the thesis. If any report is unfavorable, the doctoral candidate will have to continue working with his or her thesis advisor to make the necessary changes and obtain favorable reports.

6. In view of the favorable reports and, if applicable, the doctoral candidate's response to the minor changes requested, the CAPD will decide whether or not to authorize the filing of the thesis.

7. When the CAPD evaluates the filing favorably, the doctoral candidate will be notified and the date of the filing of the doctoral thesis will be considered as the date of his application for the authorization of its filing.

8. In the cases of joint degrees or specific co-supervision agreements, the filing of the Thesis will be carried out according to what is stipulated in the corresponding agreement.

Authorization for the defense of the doctoral thesis.

1. The doctoral student, once the authorization for the filing of the thesis has been received, must send to the Secretariat of the doctoral schools, within one month, the corresponding control document with all the necessary documentation for the authorization of the thesis defense, which will include, among others:


- a) A proposal for a six-person committee endorsed by the thesis advisor.
- b) Acceptances by the members of the committee proposed.
- c) TESEO (database) form.
- d) The doctoral candidate's resumé.
- e) Report, if applicable, on the application for an international co-supervision thesis.
- f) Report, if applicable, on the application for the industrial doctorate distinction.

2. The Secretariat of the doctoral schools, having received all the documentation, will verify the validity of the same within 5 working days. The doctoral student will have one month to complete and correct the documentation. If the documentation has not been corrected within this period, the defense application will be rejected and a new application for authorization to file the thesis will be required.

3. Once the documentation provided has been completed and validated, the Secretariat of the doctoral schools will proceed with the public exhibition of the thesis, which will last 5 working days. During the public exhibition process, any person holding a doctoral degree may examine it and, if appropriate, submit in writing to the Management Committee of the doctoral school the observations they deem appropriate.

4. At the end of the public exhibition period, the CAPD will evaluate the authorization for the public defense of the thesis within 10 working days, reporting on the adequacy of the committee, and the remarks that may have been received during the public exhibition. In the event that it is necessary to respond to the comments made, or changes be made to the committee proposed, the CAPD will inform the doctoral candidate, giving them a period of 15 working days to respond and rectify the situation. Subsequently, the CAPD will re-evaluate the authorization for the defense.

5. When the CAPD authorizes the thesis defense, the Vice-Rector's Office with competence in doctoral studies, by delegation of the Rector, will appoint the committee.

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Otherwise, the CAPD, in view of the written submissions received, will decide whether to authorize the defense of the thesis or, on the contrary, to withdraw it.

6. In cases of non-authorization of the thesis defense, the CAPD must communicate in writing to the doctoral candidate, his/her advisor and his/her tutor the reasons for its decision. The doctoral candidate will have 15 calendar days to respond to the allegations, on the basis of which the Management Committee of the doctoral school, after a report from the CAPD, may authorize or definitively deny the defense of the thesis, informing the doctoral candidate, the advisor and the tutor. In cases of the definitive denial of the defense, the authorization to file it will be rescinded and the elapsing of the time limit will resume, it being necessary to make a new request for authorization of the filing of the thesis.

7. During the defense authorization procedure, in the event academic fraud is detected, allegedly committed by a doctoral student or thesis advisor, any person with the degree of doctor may inform the academic authorities by writing to the CAPD, detailing the indications or evidence with a view to initiating the procedure for the review and control of the alleged fraudulent activities.

8. Once the defense has been authorized and the committee has been appointed, the Secretariat of the doctoral schools will send a copy of the thesis to the members of the committee. It will also send a list of the doctoral student's activities included in the SDAD, the reports of the advisor and tutor, and the reports of the external experts, as well as, if applicable, the doctoral student's response to them.

9. The defense of the thesis must take place within 6 months of its filing.

Section 3. Doctoral Thesis Committee.

Article 37. Proposal and appointment of the committee.

1. The proposed committee, approved by the CAPD, will be made up of 3 members and 3 alternates, all of them with a doctoral degree and with accredited research experience in the subject to which the thesis refers or that is related to it. In addition, they must meet the following requirements:


a) The committee will be formed by one person from the teaching and research staff of the UCO and two other persons external to the doctoral program and the University of Cordoba. All members of the committee must belong to universities or institutions of higher education or research. However, with due justification, a doctor who practices his or her profession outside university institutions may be allowed to intervene. For these purposes, health institutions shall be considered non-university institutions, with the exception of university hospitals.

b) The principle of balanced composition between women and men must be guaranteed, as indicated in the first additional provision of Organic Law 3/2007, of March 22, 2007, for the Effective Equality of Women and Men.

c) In the case of applying for the mention of international doctorate in the doctoral degree, the composition of the committee must comply with the provisions of Article 31 of these Regulations.

d) Preferably, the chair will be the person with the highest professional category and seniority, and the secretary of the committee will be the person with the lowest professional category and seniority. The person on the committee affiliated with the UCO will be responsible for sending the documentation of the thesis defense to the Secretariat of the doctoral schools.

e) Faculty members who are on leaves of absence, or retired, may sit on doctoral thesis committees.

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f) The members of the committee may include doctoral experts in the field with accredited research experience, external to the university, who have issued evaluation reports in the thesis filing process.

2. Not eligible for the committee are:

a) Any person involved in any of the circumstances indicated for abstention and recusal established in Articles 23 and 24 of Law 40/2015, of October 1, of the Legal Regime of the Public Sector.

b) A co-author of any indication of the quality of the thesis.

c) The student's tutor or thesis advisor, except in the case of theses presented in the framework of bilateral co-supervision agreements with foreign universities that allow for this, and only if the thesis is defended at the other university.

Section 4.ª Intellectual protection of the doctoral thesis

Submission of theses requiring intellectual protection.

The doctoral student may ask the CAPD to prevent the public exhibition of results protected or requiring protection when there are exceptional circumstances determined and evaluated by the CAPD, such as, among others, the existence of confidentiality agreements with companies, the possibility of generating patents involving the content of the thesis, or the possibility of publication of substantial parts of it.

Article 39. Submission of theses with confidential information.

1. In this case, the doctoral student will ask the CAPD, when filing the thesis, for it to be considered a "Thesis with confidential information" in those cases involving participation by companies in the program, the existence of confidentiality agreements with companies, or the possibility of generating patents or other industrial property titles. For this, when filing the thesis, he/she must attach:

a) Documentation demonstrating that the thesis is subject to processes of protection or knowledge or technological transfer.

b) The copy of the thesis in two versions: the abridged version, in which the contents covered by the non-dissemination or confidentiality duty will be eliminated; and the complete copy, which will be kept on file at the University protected by a confidentiality commitment.


c) The advisor's report on the request.

2. The CAPD will issue a report evaluating whether the secrecy is indispensable for effective the protection or transfer process, and will ask the doctoral school's Management Committee to approve the "Thesis with confidential information" categorization. The resolution will be communicated to the doctoral student, thesis supervisor and tutor. The abridged version will be the one that will be submitted for the public exhibition period referred to in Article 36. This version must coincide with the content of the exhibition and public defense of the thesis.

3. The members of the CAPD must maintain absolute confidentiality regarding the content of the thesis, and will sign the corresponding confidentiality commitments for a period that will be defined according to the time needed to file the patent, or according to the time established in the documentation submitted by the doctoral candidate to guarantee confidentiality. These commitments will be kept by the IdEP (Institute of Post-graduate Studies), and a copy may be given to the doctoral student, if requested.

4. Upon submission of the thesis its classification as subject to processes of protection or transfer of knowledge and technology will be noted.

5. In the event that observations are received on a "Thesis containing confidential information" during the period of public exhibition, they will be communicated to the CAPD, to the advisor, and to the doctoral candidate, so that, in view of its content, they may convey their opinion to the

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Management Committee, which will give its opinion on the need to continue or halt the process, having 7 days to do so.

6. The members of the committee that will judge the doctoral thesis will be expressly warned that it is subject to the processes of protection or transfer described above. They will be obliged to maintain absolute secrecy and confidentiality regarding its contents. To this end, before the complete version of the thesis is sent to them, they will sign the corresponding confidentiality commitments guaranteeing its protection for the necessary time.

7. If the committee wishes to ask questions to the candidate about the contents subject to confidentiality, it must do so in a private session, before or after the public one.

8. Likewise, if the doctoral candidate believes that the answer to any of the committee's questions may reveal data or information that could be considered confidential, he/she may ask the chairman to answer the question in a private session.

9. Once the thesis has been approved, the abridged copy will be published in the institutional repository. When the process of protection or knowledge and technology transfer has concluded, the complete copy will be published in the public repository.

Article 40. Temporary embargo of the doctoral thesis.

1. Alternatively, the doctoral student may ask the CAPD to temporarily embargo the thesis, when justified circumstances occur that may compromise the publication of a substantial part of its results. The temporary embargo will be applied to the thesis document sent to the institutional repository once the thesis defense has taken place.

2. The request for a temporary embargo of the thesis will be indicated in the filing process, will be accompanied by a justification report from the advisor, and will be approved by the CAPD.

3. The temporary embargo will delay the publication of the thesis in institutional repositories for a period of between 6 months to 2 years. After this period, the full version of the thesis will be published openly in the institutional repository.

Section 5. Registration of the doctoral thesis defense

Article 41. Registration of the doctoral thesis defense.

Once the authorization for the defense of the doctoral thesis has been obtained, the interested party will formalize the registration of the doctoral thesis.

CHAPTER VIII

Doctoral thesis defense

Article 42. Call for the defense of the doctoral thesis.


1. Once the committee has been appointed, it will be summoned by the person chairing it, informing the members of the committee and the Secretariat of the doctoral schools regarding the date, place and time of the thesis defense at least 5 working days in advance.

2. The IdEP (Institute of Post-graduate Studies) will disseminate this information to the university community through the UCO website.

Article 43. Doctoral thesis defense.

1. The date of defense of the thesis must be announced within three months of its authorization.

2. The presentation and defense of the thesis will take place in a public session during the academic calendar period at UCO facilities. In the event that the defense is to be held outside the UCO, it must be authorized by the Vice-Rector's Office with competence over

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doctoral studies, ensuring, at all times, compliance with these regulations and the processes established for their evaluation.

Once the act has been convened, the person presiding the committee must establish the appropriate substitution measures in case of resignation by any member, or the material impossibility of someone attending. In the event of the substitution of the chair, for a justified cause, the person proposed by the CAPD from among the rest of the members of the committee will substitute him/her, and the Secretariat of the doctoral schools must be notified.

In order to continue with the defense, three members of the committee must be present, and the requirement regarding external members of the committee must be met. If it is decided to suspend the act, another day will be set for the defense in agreement with the rest of the members of the committee and the student, and the change must be communicated to the Secretariat of the doctoral schools.

3. In duly justified cases that make the physical presence of the doctoral candidate and/or the members of the committee impossible, the Vice-Rector's Office responsible for doctoral studies may authorize that the thesis defense be carried out synchronously by videoconference, provided that the public session of the event is assured, the appropriate technological means are available, and the provisions of these regulations regarding the summons, the event and the evaluation process are complied with, as well as the instructions issued on the carrying out of this procedure. For reasons of accommodation and travel costs, the Management Committee of the doctoral school may indicate that a given member involved should attend the defense event via videoconference.

4. The act will consist of an oral presentation by the doctoral candidate of the work carried out, its methodology, content and conclusions, with special attention to his or her original contributions. The persons constituting the committee shall express their opinion on the thesis presented, and may ask any questions they deem appropriate, which the doctoral candidate shall answer. Likewise, persons with a doctoral degree present at the public act may ask questions, and the doctoral candidate may answer, all at the time and in the manner indicated by the chair of the committee.

5. In the event that the content of the thesis is subject to confidentiality agreements with companies, or the possible generation of patents, the indications of Article 39 will be followed.

Article 44. Evaluation of the doctoral thesis by the committee.

The doctoral thesis will be evaluated at the defense according to the following criteria:


a) The committee will have at its disposal, with sufficient time in advance, the Activity Document (SDAD) with the training activities carried out by the doctoral candidate, and the reports of external experts, as well as, if applicable, the doctoral candidate's response to them. The activities document will not yield a quantitative score but will constitute a qualitative evaluation instrument that will complement the evaluation of the doctoral thesis.

b) The committee will issue a report and an overall grade awarded to the thesis, according to the following scale: "Insufficient", "Pass", "Notable" or "Outstanding".

c) The committee may award a *cum laude* distinction if the overall grade is outstanding and a unanimous positive secret vote is cast in this regard. The University will provide the necessary mechanisms for the final awarding of this honor, guaranteeing that the votes for this award will be counted at a session different from the one corresponding to the defense of the doctoral thesis.

d) The minutes corresponding to the presentation and defense of the thesis will be delivered to the **IdEP (Institute of Postgraduate Studies)** within 5 working days of the presentation and defense of the thesis.

e) In case of receiving an "Insufficient" grade, the doctoral student will be given the possibility of modifying the thesis and, within a period of six months, repeating the defense with the same committee.

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f) If the person who has defended the thesis does not agree with the overall grade received, he/she may file an appealing, within 10 working days from the date of the defense, before the Management Committee of the doctoral school, which will appoint a committee. Based on the report issued by each member of the initial committee, the SDAD, and the reports of the expert evaluators, and the thesis document, it may issue a total or partial admission of the claim, giving rise, if appropriate, to the modification of the grade. The person who oversees the doctoral school will make the corresponding note in the minutes, expressly mentioning the decision of the doctoral school's Committee.

If the doctoral school's Management Committee does not accept or rejects the appeal, the interested party may file an appeal with the Board of Governors within one month of being notified. The Board may flatly dismiss the appeal if the reason for it is not duly clarified, or the appeal is manifestly unfounded, in accordance with the provisions of Article 116 of Law 39/2015 of October 1, of the Common Administrative Procedure of Public Administrations. It may also be inadmissible for the other causes set down in the regulations in force.

Once the appeal has been admitted, the Board of Governors will take the appropriate measures to carry out a new evaluation, for which it will request a technical report from the Doctoral School justifying the resolution adopted, and will decide, taking this report into account. A decision of inadmissibility or rejection by the Board of Governors will exhaust the administrative channels, and the interested party will have access to contentious-administrative ones.

In the event that the appeal to the Board of Governors is upheld, in whole or in part, resulting in the modification of the grade, the Secretary General of the University will record the corresponding note in the minutes.

Article 45. Filing and electronic publication of the doctoral thesis.

1. The UCO, through the Library Service, will proceed to archive the thesis in open electronic format in its institutional repository, for which the appropriate contract will be established between the person who has written the thesis and the UCO. The doctoral student and the thesis supervisor will authorize the archiving and dissemination of the thesis by signing a non-exclusive distribution license. By granting this license, the persons who hold the authorship of the documents retain their authorship rights and may, therefore, make use of the deposited work in any way they deem appropriate.


2. Likewise, the Secretariat of the doctoral schools will send a copy of the thesis in electronic format, and complementary information, to the Ministry responsible for doctoral studies.

3. In the case of theses subject to intellectual protection, that is, theses containing confidential information, or subject to a temporary embargo, the appropriate mechanisms will be established so that this confidentiality is preserved. In any case, an abridged version of the thesis, containing the descriptive metadata of the thesis, must be deposited in the repository, in compliance with the provisions of Article 14.5 of Royal Decree 99/2011.

Article 46. Issuance of the doctoral diploma

1. Successful completion of the doctoral program with the approval of the doctoral thesis entitles the student to the title of Doctor and the corresponding diploma.

2. The Doctoral diploma is issued, at the request of the interested party, upon payment of the public price established for this purpose, and includes the title of "Doctor" granted by the UCO.

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3. Likewise, in accordance with the regulations on the issuance of degrees, the diploma must include information specifying the discipline in which the doctoral thesis has been written.

4. The issuance of joint doctoral degrees (diplomas) following the completion of a joint program between Spanish universities or between Spanish and foreign ones will be carried out in accordance with the provisions of Article 12 of Royal Decree 1002/2010 of August 5, on the issuance of official university degrees (diplomas) and its amendment by Royal Decree 195/2016 of May 13.

5. The application for the diploma shall be made according to the specific procedure established at the UCO's electronic headquarters.

6. The UCO will be responsible for verifying that the doctoral student meets the requirements for obtaining the diploma, and will then forward the applications to the Academic Management Service for processing by the competent Ministry.

7. The University will issue a provisional supplementary certificate, which will function in lieu of the diploma and will have the same value for the purposes of exercising the rights inherent to it, until the original diploma is issued.

8. In the case of co-supervised theses, once the doctoral thesis has been successfully defended, the interested party may request the issuance of the corresponding diplomas from the participating universities in accordance with the provisions of the respective specific agreement and the regulations in force at each of them.

CHAPTER IX

Awards and distinctions

Section 1. Extraordinary Doctorate Award

Article 47. Extraordinary Doctorate Award.

1. UCO Ph.D. graduates will be eligible for the extraordinary doctorate award provided that they have obtained an outstanding grade on their doctoral thesis.

2. The granting of an extraordinary doctorate award, in addition to the corresponding diploma, will entail exemption from payment of the price for the issuance of the doctoral degree.

3. Resolutions shall be adopted by a majority of the members of the Master's and Doctoral Committee, and the proposal for the granting of an extraordinary award may be declared declined.

4. The Master's and Doctoral Committee will establish the criteria for the awarding of the prize, evaluating the scientific production derived from the thesis and its internationalization.

5. The Master's and Doctoral Committee will submit a proposal for the granting of extraordinary doctoral awards to the Board of Governors for its approval, if appropriate.

Number of Extraordinary Awards to be granted.


1. An extraordinary prize will be awarded for every 10 theses defended at the UCO, or fraction thereof, in each of the doctoral programs regulated by Royal Decree 99/2011 of January 28, as amended by RD 576/2023.

2. In the event that the number of theses read in a doctoral program is fewer than 10, the applications corresponding to this doctoral program will be incorporated to those presented in another doctoral program in the same branch of knowledge.

3. Likewise, theses from several doctoral programs in the same branch of knowledge may be grouped together, or theses defended in the program during several academic years may be accumulated, when independently they do not reach the minimum number required.

Article 49. Applications for the Extraordinary Award.

1. Only one extraordinary doctoral award may be granted.

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2. The applicant must submit his or her application by the deadlines established for any of the two academic years following the thesis defense.

3. Applications shall be addressed to the secretariat of the doctoral schools, and must be submitted to the UCO electronic headquarters, or by any of the means indicated in Article 16.3 of Law 39/2015, of October 1, of the Common Administrative Procedure of Public Administrations, or in person at the general registry of the Rectorate, or at any of the auxiliary registries of the university.

Article 50. Evaluation Committees for the Extraordinary Awards.

1. An evaluation committee will be formed for each doctoral program which, by means of a reasoned report, in which each and every one of the members of the committee may make the observations they deem appropriate, will submit a proposal for the awards to the Master's and Doctoral Committee.

2. They will be formed by three PhDs who have supervised a doctoral thesis in the last five years, and who have accredited research experience. They may be attached to the doctoral program or programs, or be external to it and to the UCO. Persons who have been advisors, co-advisors, or tutors of the candidate may not form part of these committees.


Section 2. Doctor Honoris Causa Degree

Doctor Honoris Causa Degree

1. The Honorary Doctorate is the highest academic degree conferred by the UCO.
2. The UCO may grant the degree of Doctor "Honoris Causa" to persons of recognized academic, scientific and research prestige. Likewise, this degree may be awarded to persons of outstanding and exceptional artistic, literary, cultural, social merits who are worthy of the distinction.
3. Except in exceptional cases, duly accepted as such by the Board of Governors, the awarding of the Doctor "Honoris Causa" degree shall require that the person honored has rendered outstanding services to the UCO and maintains particular links with it.

Proposals for the awarding of the Doctor "Honoris Causa" degree

1. The UCO's Doctoral Schools, Departments and Research Institutes may formulate proposals for the awarding of the Doctor "Honoris Causa" degree by an absolute majority of the proposing collegiate body and the support, by an absolute majority, of two collegiate bodies of the same nature.
2. The Rector may make proposals to the Board of Governors for the awarding of the Doctor "Honoris Causa" degree,
3. Proposals for the awarding of the Doctor "Honoris Causa" degree shall be submitted to the Board of Governors of the UCO once the procedural steps stipulated in these regulations have been completed. To this end, the proposals shall be addressed to the Master's and Doctoral Committee before May 1 of each academic year, and must be accompanied by the minutes of the session of the proposing collegiate body and the corresponding endorsements, a report justifying the academic, scientific, artistic, literary, cultural or social merits of the candidate, his/her link with the UCO, relationships and collaborations, and express indication of one of the branches of knowledge (Arts and Humanities, Sciences, Health Sciences, Social and Legal Sciences, Engineering and Architecture) for which it is proposed.
4. In the event of the concurrence of several applications, and for the purpose of a proper distribution of this degree among the different branches of knowledge, a priority will be established based on the number of Doctor "Honoris Causa" degrees awarded to each branch of knowledge in the

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the last 5 years. Likewise, the necessary preference will be established to balance the presence of men and women.

5. The proposing body that has its proposal approved may not submit another proposal until three years have elapsed.

Article 53. Procedure for the awarding of the Doctor "Honoris Causa" degree

1. The Master's and Doctoral Commission will report the proposal to the university community, initiating a period of 1 month, counting from the announcement, during which the interested members of the university community may consult the proposal and the accompanying documentation and may submit written comments, which will be included in the dossier.

2. At the end of the period of consultation and allegations, the Master's and Doctoral Committee will submit the dossier to the Board of Governors together with the proposal of the rapporteur, who will present and defend the proposal before the Board of Governors and the Senate. The rapporteur must belong to the teaching and research staff of the UCO, with the degree of doctor.

3. The proposal will be presented and defended by the rapporteur before the Board of Governors in ten minutes or less, and will address the academic and personal merits of the candidate proposed, as well as his or her relationship with the UCO. If the proposer is the Rector, the justification shall be carried out by him or her, or the person delegated by him or her.

4. The Board of Governors, after discussing the merits of the candidate, shall vote on whether or not to submit to the Senate the proposal for the awarding of the Doctorate "Honoris Causa" distinction. The approval will require a favorable vote of the absolute majority of the members of the Senate.

5. If the proposal does not obtain the aforementioned majority, it may not be reiterated until three academic years have elapsed.

6. The Senate will designate the "sponsor" of the new doctor, as proposed by the Board of Governors.

Article 54. Awarding of the Doctor "Honoris Causa" degree

Once the Rector has awarded the Doctorate "Honoris Causa" degree, the person in question will be informed, and the distinction will be published, and the date of investiture will be set. The University Senate, in accordance with the provisions of the University Statutes, is responsible for approving the granting and, where appropriate, the revocation of Honorary Doctorates, in accordance with the procedure approved by the Board of Governors.


Additional Provisions

First Additional Provision. Effective equality of women and men.

In accordance with the provisions of Article 53 of Organic Law 3/2007 for the effective equality of women and men, all selection tribunals, commissions and bodies regulated by these Regulations must respect the principle of balanced presence of women and men in their composition, unless well-founded and objective reasons are duly presented to justify another outcome.

Second Additional Provision. Supplementary application.

The regulations governing undergraduate and Master's degree programs approved by the University of Cordoba shall apply in addition to these Regulations in all matters that do not contradict them.

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Third Additional Provision. Adaptation of regulations under extraordinary and exceptional circumstances.

Under extraordinary and exceptional circumstances that affect or are likely to affect the university community as a whole, and due to which it is impossible to achieve the teaching objectives of the official degrees through the application of the ordinary regime established in these Regulations, the Board of Governors, at the proposal of the Rector, may agree on adaptations that are strictly indispensable to ensure the achievement of the aforementioned objectives. These adaptations shall be in force exclusively for as long as the aforementioned circumstances are maintained.

Fourth Additional Provision. Submission of documents.

All documents to be provided by the interested parties, in any of the procedures set down in these Regulations, must be submitted to the Electronic Headquarters of the University of Cordoba (<https://sede.uco.es/>), by any of the means established in Article 16.4 of Law 39/2015, of October 1, of the Common Administrative Procedure of the Public Administrations, or in person at the General Registry of the Rectorate, or at any of the auxiliary Registries of the University.

Transitory Provisions**First Transitory Provision. Application of the new regulations to doctoral students who began their doctoral studies under previous regulatory frameworks.**

1. Doctoral students enrolled on or after October 1, 2023 shall be subject to the regulation of the duration of doctoral studies and the regime of dedication provided for in Article 22 of these Regulations.
2. The regulation on the quality control of the doctoral thesis, established in Article 29 of these Regulations, shall apply to theses filed within two years of the entry into force of these Regulations.

Second Transitory Provision. Regulatory adaptation.


The CAPD and the UGC shall draw up their organizational and operational regulations in accordance with the provisions of this regulation and shall submit them to the Master's and Doctoral Committee for a report and subsequent approval by the Board of Governors within nine months of the entry into force of this regulation.

Repealing Provision**Repeal.**

These Regulations expressly repeal the Regulations Governing Doctoral Studies at the University of Cordoba approved by the Board of Governors on November 27, 2020 and amended by the same body on June 30, 2023, as well as any other provisions that conflict with the provisions of the same.


Final Provisions**First Final Provision. Qualification.**

The Master's and Doctoral Commission of the University of Cordoba, or the body that may replace it, shall be responsible for the interpretation of these Regulations. Likewise, it is the responsibility of the Master's and Doctoral Commission and the Vice-Rector competent in doctoral matters to establish the criteria or instructions necessary for the application of the provisions herein.

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Second Final Provision. Entry into force.

These Regulations shall enter into force on the day following their publication in the Official Bulletin of the University of Cordoba (BOUCO).

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