Doctoral LEARNING AGREEMENT

in Public Administration

# Doctoral candidate

|  |  |
| --- | --- |
| Family Name |  |
| First name |  |
| University |  |
| Faculty |  |

|  |  |
| --- | --- |
| Thesis title (will be published on the website) |  |

The doctoral training programme consists of compulsory and optional courses in theory or specific issues and methodology and academic activities, including participation in conferences, publications, and teaching activities. In addition, the PhD students can attend courses organized by the IDHEAP doctoral training programme and those of other institutes. They can also follow suitable external courses and attend additional learning activities.

Before their **private thesis defence conference**, IDHEAP’s doctoral students must attend a total of 15 ECTS for the obtention of the doctorate. This notably includes 9 ECTS for courses on theory and 6 ECTS for courses on methodology. **Three courses are compulsory:**

* **“Public Administration: History and Evolution” (theory, 1.5 ECTS),**
* **“Communicating Public Administration Research” (theory, 2 ECTS), and**
* **“Methodology and Research Design” (methodology, 1.5 ECTS).**

Therefore, to promote a successful conclusion of the doctorate initiated, IDHEAP’s doctoral students must submit their training plan (i.e. fill out the document below) to the Research Committee (RC) at the latest one year after being hired (see Art. 5 [Règlement du Doctorat en administration publique (du 14.09.20)](https://www.unil.ch/files/live/sites/idheap/files/Acces%20rapides/R%c3%a8glements/PhD_IDHEAP_Regl_2020.pdf)).

## Theory or specific Issues – 9 ECTS

*The* ***bold courses*** *in the table below are compulsory. They are organized every two years by the IDHEAP training programme. The schedule below is given as an example based on previous years and may be subject to change. The update schedule is available on the* [*IDHEAP training programme’s website*](https://www.unil.ch/idheap/home/menuinst/formations/doctorat-en-administration-publique/ecole-doctorale.html)*. For the other courses, please select some courses from the* [*IDHEAP training programme*](https://www.unil.ch/idheap/home/menuinst/formations/doctorat-en-administration-publique/ecole-doctorale.html) *or other institutes (e.g. CUSO, summer schools).*

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| --- | --- | --- | --- | --- |
| ***Course Title*** | ***Compulsory or optional*** | ***Institution*** | ***ECTS*** | ***Scheduled (tbc)*** |
| **Public Administration: History and Evolution** | **Compulsory** | **IDHEAP, Lausanne** | **1.5** | **November 2022** |
| **Communicating Public Administration Research** | **Compulsory** | **IDHEAP,**  **Lausanne** | **2** | **September 2022** |
| Selected course 3 | Optional |  |  |  |
| Selected course 4 | Optional |  |  |  |
| Etc. |  |  |  |  |
| **Total ECTS for the Theory part** | | | **3.5/9** | |

## Methods – 6 ECTS

*The* ***bold courses*** *in the table below are compulsory. They are organized every two years by the IDHEAP training programme. The schedule below is given as an example based on previous years and may be subject to change. The update schedule is available on the* [*IDHEAP training programme’s website*](https://www.unil.ch/idheap/home/menuinst/formations/doctorat-en-administration-publique/ecole-doctorale.html)*. For the other courses, please select some courses from the* [*IDHEAP training programme*](https://www.unil.ch/idheap/home/menuinst/formations/doctorat-en-administration-publique/ecole-doctorale.html) *or other institutes (e.g. CUSO, summer schools, etc).*

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| --- | --- | --- | --- | --- |
| ***Course Title*** | ***Compulsory or optional*** | ***Institution*** | ***ECTS*** | ***Scheduled***  ***(tbc)*** |
| **Methodology and Research Design** | **Compulsory** | **IDHEAP, Lausanne** | **1.5** | **April 2022** |
| Selected course 2 |  |  |  |  |
| Selected course 3 |  |  |  |  |
| Etc. |  |  |  |  |
| Etc. |  |  |  |  |
| **Total ECTS for the Methodology part** | | | **1.5/6** | |

# Reporting: Doctoral Symposia and Academic activities

## Doctoral Symposia

*The* ***activities in bold*** *are compulsory, please refer to Chapter IV of the* [*Règlement du Doctorat en administration publique (du 14.09.20)*](https://www.unil.ch/files/live/sites/idheap/files/Acces%20rapides/R%c3%a8glements/PhD_IDHEAP_Regl_2020.pdf)*.*

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| ***Activities*** | ***Scheduled*** |
| **Thesis Proposal** | **September 2018** *(given as an example)* |
| Follow-up 1 | September 2019 *(given as an example)* |
| **Preliminary thesis meeting** | **September 2020 (given as an example)** |
| Follow-up 2 | September 2021 *(given as an example)* |
| **Private thesis meeting** | **July 2022** *(given as an example)* |
| **Public thesis meeting** | **October 2022***(given as an example)* |

# Rights and Obligations

1. In agreement with his/her thesis supervisor, the doctoral candidate will determine the courses and activities to follow in his/her doctoral training. He/she will regularly update this list according to the evolution of his/her research
2. He/she is committed to actively following the planned courses.
3. For all courses not directly organized by the doctoral training programme in Public Administration, he/she will submit documentation about each course (certificates, programs, publications) for recording to the director of the doctoral training programme.
4. When determining the candidate’s training plan, the candidate must ensure the funding prior to attending courses, conferences, or congresses.

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| Doctoral candidate: | Thesis supervisor: | Director of the doctoral training programme: |
|  |  |  |

Date Date Date