Recruitment File

**File to be completed by the thesis director and the doctoral student.**

**MUST be attached to this application form:**

1. A CV of no more than one page.

2. A letter from the thesis director explaining the reasons for the choice of the candidate.

3. A letter of motivation from the candidate.

4. A copy of the funding contract or certificate of future funding.

5. A copy of the certificate of completion or diploma (in French or English) allowing entry into the thesis.

6. Transcripts of last degree (rank, honours)

7. Any other document that may support the application may be added to this file: publications by the candidate in a peer-reviewed journal, awards, letters of recommendation, etc.

8. Summary of the Master's thesis

***Cases of foreign diplomas:***

*If the candidate does not hold a French M2 degree or a French engineering degree, this file will be examined by the Doctoral Commission for Derogations and Exemptions (CD3) for a request for diploma equivalence. This commission meets monthly (see dates on the ED website) and the whole file must be sent to the ED at the latest 10 days before the equivalence commission.*

***Supervision:***

- In accordance with the order of May 25, 2016, the thesis director must hold an HDR diploma or equivalent. He/she must be attached to the EDCSV. A thesis director cannot exceed a management rate of more than 300% (i.e. 3 PhDs supervised at 100% or 6 PhDs supervised at 50%).

- Caution: A co-supervisor (= non HDR) cannot co-supervised more than 3 PhDs s and cannot co-supervision more than 2 PhDs at the same time. This measure is intended to encourage supervisors to obtain their HDR.

- A management team (director, co-director, co-supervisor) may not consist of more than two people (except for doctoral studies carried out within the framework of a Co-tutelle or a CIFRE agreement where a co-director may be appointed within the company financing the doctoral studies).

**Thesis project**

**Cotutelle: yes / no (if yes, indicate the partner country)**

**Laboratory:**

**Thesis supervisor(s) (HDR)**

*- Last Name, First name:*

*- Function and employer (CNRS, UGA, INSERM, CEA…) :*

*- email :*

*- Laboratory :*

*- date of HDR diploma:*

*- number of thesis under current supervision*

**Possibly co-director (HDR) or co-supervisor (non-HDR- In this case, specify the number of theses already co-supervised):**

*- Last Name, First name:*

*- Function and employer (CNRS, UGA, INSERM, CEA…) :*

*- email :*

*- Laboratory :*

*- HDR: no/yes . If yes: date of HDR diploma*

*- number of thesis previously supervised*

*- number of thesis under current supervision*

**Title of thesis topic:**

**Financing (origin of funds, duration, monthly amount in euros) :**

**Candidate**

**Family name :**

**First name :**

**Contact (email) :**

**Date of birth :**

**Nationality :**

**Title of highest diploma obtained :**

**Year and place where obtained :**

**grades :**

**Rank :**

**Professional experience and possible publications :**

**Recruitment procedure**

**Date of interviews:**

**Composition of the jury:**

**Broadcast of the job offer :**

- Websites:

- Other broadcasts:

**Applications :**

Total number of applicants:

Number of international candidates:

Number of candidates interviewed:

**Criteria used for the selection of candidates (motivation, adequacy of the profile with the project, academic level...):**

**Incomplete files will not go to committee.**

**The whole file is to be sent as a single pdf document to**

[**magali.pourtier@univ-grenoble-alpes.fr**](mailto:magali.pourtier@univ-grenoble-alpes.fr)