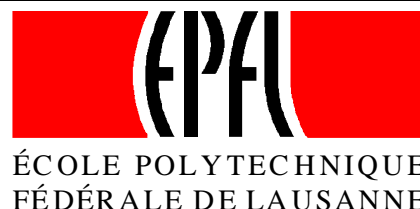


Regulation concerning the Doctoral Program in Neuroscience (EDNE)



Please note that only the French version of this document is legally binding.

Date of entry into force: October 1st 2015

The EDNE Doctoral Program Commission, taking into account art. 3 al. 3 and 6 al. 2 of the Ordinance on the Doctorate conferred by the École Polytechnique Fédérale de Lausanne of January 26, 1998 and 2 al. 4 ch. 3 of the Directives concerning doctoral studies at the École Polytechnique Fédérale de Lausanne of November 21, 2005, decrees:

1. Field of Application

The study regulations for the EDNE doctoral program (hereinafter: "EDNE program") sets forth the rules relating to the study plan of the EDNE program as well as the candidacy examination for the formal admission to prepare for the doctoral thesis in the EDNE program of the EPFL. Furthermore, it reiterates and specifies the application of certain essential rules concerning the doctorate at the EPFL.

2. Study Plan

- 2.1 PhD students need to earn 12 ECTS (credit units) before the final thesis defense. Four credit units must be earned within the first year.

Students can earn ECTS credits from all EPFL doctoral programs.

Students can earn ECTS credits from the Lemanic Neuroscience Doctoral School (UNIL, UNIGE and UNIFRI), ETHZ and UZH. Students can earn a maximum of eight (8) credits from the EPFL BA and MA programs. Courses must be from research fields fundamentally different from the student's background. All these courses have to be approved by the EDNE director *three* weeks before the course begins; otherwise, no credits will be issued. Please fill in "Request for External Course Credit" form (EDNE site) and give it to the program administrator.

Attending a LNAM meeting (Lemantic Neuroscience Annual Meeting) earns one credit. Students must be (1) first authors and (2) hand in the print out of the poster signed by the PhD supervisor confirming that the student has taken an exam on the new knowledge acquired during the LNAM meeting. In total, only two such credits can be earned.

- 2.2 Students hosted on the EPFL Lausanne campus must attend at least half of the talks in the BMI Weekly Seminar series each term (no ECTS credit). Requests for exemptions must be addressed to the Program Director before the beginning of the term (except for unforeseeable reasons).
- 2.3 PhD students are required to participate in undergraduate teaching.

3. Mentoring

- 3.1 Within *three* months after enrolment, each student chooses a mentor who will follow her/his progress in the program. The mentor must not be a director or co-director of the thesis. Mentors must be either an EPFL professor or MER. Mentors may not be changed without the express permission of the EDNE Director.
- 3.2 The mentor will see the student each year before filing the Annual Progress Report form (EDNE site). The Mentor signs the Annual Progress Report and is available to meet the student in case of any problems

- 3.3 The mentor must contact the EDNE program Director, if he/she sees or foresees any problems with the thesis.

4. Candidacy Exam

- 4.1 To be formally admitted to start a doctoral thesis at the EPFL, the candidate must successfully pass the candidacy examination **at the end of the first year after enrolment** (see Ordinance of the Doctorate and the Directive for further information).

The candidacy exam (CE) is comprised of:

- a. A Research Plan of 5 to 15 pages long. See “Research Plan Instructions” on EDNE website.
- b. An oral presentation of approximately thirty minutes by the candidate about his/her research proposal, followed by questions from the jury.
- c. The jury is composed of at least two experts in the pertinent field (holding a PhD) and the thesis supervisor. One of the experts is an EDNE commission member and chairs the CE as president. Co-authors or former lab members cannot be members of the CE jury.
- d. After the jury deliberations, the thesis director verbally informs the candidate of the result of the CE. Possible jury recommendations may be given in writing.
- e. The Research Plan document, the Candidacy Exam summary sheet and the First Year Annual Progress Report Form must be signed by the candidate, the jury members and the President of the CE.
- f. If the candidate fails the CE, a second and final exam will be rescheduled within 15 months after the initial enrolment at the latest.

5. Annual Report

After the second, the third and the fourth years of enrolment, students must submit an Annual Progress Report Form (EDNE Website) to the EDNE administration. The deadline for submission is the anniversary of the EPFL Doctoral School (EDOC) enrolment date. A final Progress Report must be submitted together with the “Oral Exam Jury Proposal” (item 6. below).

6. Oral Thesis Exam (jury defence)

The thesis oral exam (OE) should take place within 4 years after the enrolment date (see ordinance on the doctorate, art. 9.2).

Under exceptional circumstances, the oral thesis exam may be delayed. An extension, typically no longer than 6 months, must be well justified. Fill in the “Request for an Extension Form” (EDOC site) and give it to the EDNE administrator for approval by both the EDNE Director and the Doctoral school. As submission of this form does not guarantee approval, **the form should be submitted more than two months prior to the fourth year of enrolment.**

For an overview of all the major steps to obtain a PhD in Neuroscience, see the “EDNE Timeline” on the EDNE website.

The above regulations entered into force on October 1st, 2015. The revised item 1 regarding the BA-MA EPFL courses extending to max. 8 ECTS entered into force in September 2012.

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