Annual report Information

One year after you passed your candidacy examination, you have to provide your annual report once a year in the same period until the end of the thesis.

Please find below an extract of the rules and the steps to follow:

4. Annual Report

4.1 Every year, that is the first time one year after the candidacy exam, the doctoral candidate has the obligation to submit an annual report on the progress of his/her work to the thesis director, for approval and signature. The report is then transmitted to the EDMX program director for approval (art. 10 al. 3 and al. 4 of the Ordinance on the Doctorate).

4.2 A confidential form is added both for the thesis director and the Ph.D. student. It indicates independently and confidentially if there is any problem on either side, and if so, the nature of the problem. The respective forms are joined with the annual report by the administrator and transmitted to the EDMX program director. Action is taken by the program director if there is a serious problem or if either the Ph.D. candidate or the thesis director so wishes.

Please use the following document for the signatures:

Signatures form

In this form “Comments by the thesis director” have to be completed by your thesis director.

To sum up, your email must contain the three following documents:

- The coverpage with the signatures
- The annual report
- The detection form

Thank you in advance.

Kind regards
EDMX Secretariat