

Regulation concerning the Doctoral Program in Advanced Manufacturing (EDAM)

Please note that only the French version is legally binding.

Date of entry into force: 1st May 2017

The EDAM Doctoral Program Commission,

taking into account art. 3 al. 3 and 6 al. 2 of the Ordinance on the Doctorate conferred by the Ecole Polytechnique Fédérale de Lausanne of January 26, 1998¹ and 2 al. 4 ch. 3 of the Directives concerning doctoral studies at the Ecole Polytechnique Fédérale de Lausanne of November 21, 2005,²

decrees:

1. Field of Application

The regulation concerning the EDAM doctoral program (hereinafter: EDAM program) sets forth the rules relating to the study plan of the EDAM program as well as the candidacy examination for the formal admission to start the doctoral thesis in the EDAM program of the EPFL. Furthermore it reiterates and details the application of certain essential rules concerning the doctorate at the EPFL.

2. Study Plan

- 2.1 The study plan of the EDAM program requires **12 ECTS credits** (European Credit Transfer and Accumulation System) to be acquired as follows:
- 4 credits among courses of the EDOC course books free of choice by the PhD candidate (these are not to be used for the first year course requirement)
 - Minimum 4 credits to be acquired from the EDAM course book
 - Maximum 4 credits to be acquired for courses that require prior agreement of the EDAM program director
- 2.2 At least **4 ECTS credits out of these 12 credits (except those free of choice by the PhD candidate)** must be obtained during the first year of doctoral studies.

¹ RS 414.133.2

² EPFL LEX 2.4.1

- 2.3 Credits may be obtained by successfully passing doctoral courses at EPFL or at a Swiss or a foreign university, according to the study plan presented in paragraph 2.1. As a general rule, a credit equivalence of up to a maximum of 4 ECTS credits is granted for one doctoral course offered by a Swiss university (including ETHZ). For doctoral courses followed in a foreign university and for which the mandatory approval of EDAM's program director in accordance with the terms established by the EDAM program is required, the credit equivalence is determined on a case-by-case basis. Any courses **not** listed as EPFL doctoral course (e.g., **master's courses or summer schools**) have to be approved by the EDAM program director.

3. Candidacy Exam

- 3.1 To be formally admitted to start a doctoral thesis at the EPFL, the candidate must successfully pass the candidacy examination at the end of her/his 1st year of doctoral studies (art. 6 and 8 al. 1 let. a of the Ordinance on the Doctorate and art. 8 al. 1 and 2 of the Directives concerning doctoral studies at the EPFL). The candidacy examination consists of an oral presentation of maximum 25 minutes by the candidate about her/his research proposal. It is followed by questions from the jury. The candidate must demonstrate the originality of her/his thesis subject, the objectives and methods envisaged, as well as the hypothesis and related scientific arguments. It should include the general context of the thesis subject, state of the art of research in the area, position of the doctoral candidate's work within the research area, plan and methodology for the research project, as well as the timeframe for its completion.
- 3.2 The jury of the candidacy exam is composed of the thesis director, the thesis co-director (if applicable), one expert (not involved in the project, MER or other professor authorized to fulfil the function of thesis director at EPFL and approved by the EDAM program director) as well as a member of the EDAM program committee who chairs the jury with the approval of the EDAM program director. Another expert can be part of the jury if requested by the doctoral student and her/his thesis supervisor.
- 3.3 After jury deliberations, the chair of the jury verbally informs the candidate of the result of the candidacy exam. Possible jury recommendations are communicated in writing thereafter. The candidate then receives from EPFL a decision to formally admit or refuse the start of a doctoral thesis (art. 8 al. 2 of the Ordinance on the Doctorate).

4. Annual Report

Throughout the doctoral thesis, starting one year after the candidacy exam, candidates are required to submit an annual report, signed by themselves and their thesis director. The annual report includes a summary of the work progress made during the reporting year, a point-by-point self-evaluation and a concomitant evaluation by the thesis director with his/her written input on the project. After a joint discussion, the annual report, co-signed by the student and the thesis director, is transmitted to the EDAM program director within one month (art. 10 al. 3 and al. 4 of the Ordinance on the Doctorate) after the end of the reporting year. A copy of the annual report is transmitted for information to the candidate's mentor.

5. Mentoring

For each doctoral student, a mentor is appointed by the EDAM program director. The doctoral candidate should regularly meet with her/his mentor, e.g. to discuss the annual report or other points in connection with the thesis work. The role of the mentor is to mediate between the doctoral student and the thesis director, other faculty members or the administration. A doctoral student may directly contact her/his mentor, who will make suggestions to resolve possible issues.

6. Final Provisions

The present regulation shall take effect on 1st May 2017.

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