

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 March 2022

The EDAM Doctoral Program Committee,

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 doctoral program in Advanced Manufacturing (hereinafter: EDAM program) sets forth the rules relating to the study plan of the EDAM program as well as the candidacy exam 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 ECTS credits among courses of the doctoral course books free of choice by the doctoral candidate (not to be used for the 4 credits required in the first year);
 - Minimum 4 ECTS credits to be acquired from the EDAM course book;
 - Maximum 4 ECTS 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 candidate)** must be obtained during the first year of doctoral studies.
- 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

¹ RS 414.133.2

² EPFL LEX 2.4.1

is granted for one doctoral course offered by a Swiss university (including ETH Zürich). 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 doctoral candidate must successfully pass the candidacy exam at the end of the 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 exam consists in an oral presentation of maximum 25 minutes by the candidate about his/her research proposal. It is followed by questions from the jury. The candidate must demonstrate the originality of the 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 candidate and his/her thesis Director.
- 3.3 After jury deliberations, the jury President 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

During the thesis work, the doctoral candidate has the obligation to submit an annual progress report each year. The candidate submits a summary of the work progress, as well as a point-by-point self-evaluation. In parallel, the thesis Director (and co-Director when applicable) complete an analogous assessment of the work progress. After a joint discussion the report is cosigned by the candidate and the thesis Director (and co-Director when applicable). The candidate then also discusses the progress and wider context with the mentor and they confirm to have met in the annual report, without reporting the content of the discussion which is confidential. Finally, the program Director will add his/her signature to the report. The candidate ensures that the above process is finalized within one month (art. 10 al. 3 and al. 4 of the Ordinance on the Doctorate at the EPFL).

5. Mentoring

- 5.1 Within 3 months after enrolment, the doctoral program assigns a mentor from its pool to each doctoral candidate. The candidates may change mentor with the agreement of the program Director. The mentor remains anonymous with respect to the thesis Director to ensure confidentiality (it is up to the candidate to keep this anonymity or not).
- 5.2 The mentor offers guidance to doctoral candidates regarding academic or career choices, as well as the resolution of any difficulties met within the context of their training, in particular regarding the preparation of their thesis or cases of conflict.
- 5.3 The candidates can contact their mentor whenever they deem it necessary. The candidate and the mentor confer at least once a year as part of the annual report. Exchanges between candidates and their mentor should remain confidential unless both parties agree to disclose to the program Director.
- 5.4 It is recommended that the candidate's mentor does not participate in nor presides over the jury for either the candidacy or the oral exam.

6. Final Provisions

The present regulation shall take effect on the 1st March 2022 and replaces any prior EDAM doctoral program regulation.

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