

## Regulation concerning the Doctoral Program in Architecture and Sciences of the City (EDAR)

Please note that only the French version is legally binding.

Date of entry into force: 5 April 2022

*The EDAR 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, 1998<sup>1</sup> and 2 al. 4 ch. 3 of the Directives concerning doctoral studies at the Ecole Polytechnique Fédérale de Lausanne of November 21, 2005,<sup>2</sup>

*decrees:*

### 1. Field of Application

The regulation concerning the doctoral program in Architecture and Sciences of the City (hereinafter: EDAR program) sets forth the rules relating to the study plan of the EDAR program as well as the candidacy examination for the formal admission to start the doctoral thesis in the EDAR 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 EDAR program requires **14 ECTS credits** (European Credit Transfer and Accumulation System).
- 2.2 A minimum of **4 ECTS credits** must be obtained during the first year of doctoral studies. These credits must be acquired by successfully passing EDAR first year compulsory courses.
- 2.3 A maximum of **4 ECTS credits** – but not those required for the first year – can be chosen by the doctoral candidate from all EPFL doctoral course books (including transferable skills courses) without the approval of neither the program Committee nor the thesis Director (Doctoral commission decision, Cdoct 107, May 2015).
- 2.4 The **remainder of the ECTS credits requirement** may be obtained by successfully passing other EDAR doctoral courses, other doctoral courses at the

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<sup>1</sup> RS 414.133.2

<sup>2</sup> EPFL LEX 2.4.1

EPFL or a Swiss or foreign university, with approval of the EDAR program Director and in accordance with EDAR program's rules in terms of evaluation and calculation of ECTS credits.

- 2.5 Out of the total of 14 ECTS credits, the credits obtained from Master courses are limited to **4 ECTS credits**. In the case of a Master course that is not already included in the EPFL doctoral programs' offer, the request must be approved by the thesis Director and then by the program Director. The course should enable the doctoral student to obtain skills other than those acquired during his-her university training and necessary for the success of the doctoral research in progress.

### **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 approximately thirty minutes by the candidate about the 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, including 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. The doctoral program Director may allow videoconference upon request and with the explicit (i.e. in writing) agreement of the doctoral candidate for candidacy exam for one jury member (Doctoral commission decision, Cdoct 115, February 2017).
- 3.2 The jury of the candidacy exam is composed of a President, chosen by the EDAR doctoral program among the list of members authorized to chair a thesis jury, the candidate's thesis Director, a professor, senior research scientist (MER) or other EPFL collaborator authorized to fulfil the function of thesis Director at the EPFL (external to the candidate's laboratory). An EPFL collaborator, holder of a PhD, can, in supplement, be a member of the jury. In the event of a co-directed thesis, the co-Director is a member of the jury but does not chair the jury.
- 3.3 After jury deliberations, the thesis Director verbally informs the candidate of the result of the candidacy exam. Possible jury recommendations are communicated in writing thereafter. The candidate then receives from the EPFL a decision to formally admit or refuse the start of a doctoral thesis at the EPFL (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, starting one year after the candidacy exam. 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).

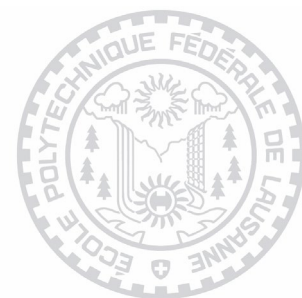
## **5. Mentoring**

- 5.1 Within 3 months after enrolment, each doctoral candidate chooses a mentor. If this is not done within this period, the program assigns the candidate a mentor from its pool. The candidates may change mentor with the agreement of the program Director.
- 5.2 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). The mentor offers guidance to 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 5 April 2022 and replaces any prior EDAR doctoral program regulation.

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