

Regulation concerning the Doctoral Program in Digital Humanities (EDDH)

Please note that only the French version is legally binding.

Date of entry into force: May 1st, 2022

The EDDH Doctoral Program Committee,

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, 1998¹ and 2 al. 4 ch. 3 of the Directives concerning doctoral studies at the École polytechnique fédérale de Lausanne of November 21, 2005²,

decrees:

1. Field of Application

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

2. Study Plan

- 2.1 The study plan of the EDDH program requires **24 ECTS credits** (European Credit Transfer and Accumulation System).
- 2.2 At least **16 ECTS credits of these 24 ECTS credits** must be obtained during the first year of doctoral studies and before the candidacy exam:
 - **4 ECTS credits** for Master or doctoral courses in Digital Humanities, Data Science or Life Sciences or any EPFL course **recommended by EDDH in its course book**. A doctoral external course in Digital Humanities can be

¹ RS 414.133.2

² EPFL LEX 2.4.1

considered as equivalence, with prior approval of both the thesis Director and EDDH Program Director.

- **12 ECTS credits:** two semester projects for **6 ECTS each** to which a grade will be given. At least one of these projects must be done in the thesis Director's lab; the second one can be done either in the thesis Director's lab or in another lab. This will be discussed case-by-case and will need the approval of both the thesis Director and EDDH program Director.
- 2.3 Up to **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(s) (Doctoral Commission decision, Cdoct 107, May 2015).
- 2.4 The remaining **4 ECTS credits** can be obtained by successfully passing Master or doctoral courses in Digital Humanities, Data science or Life sciences, or any other EPFL doctoral course **recommended by EDDH in its course book** – including summer schools, MOOCs – with the approval of the thesis Director, as well as by the EDDH program Director for external courses. For doctoral courses at a foreign university, the credit equivalence is determined case-by-case.

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 first 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 EPFL). The candidacy exam consists in an oral presentation of approximately thirty minutes by the candidate about the research proposal, 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 time frame for its completion.
- 3.2 The jury of the candidacy exam is composed of the thesis Director (and co-Director when applicable), plus two experts, one external of the EPF/ETH Domain and one internal (MER or other EPFL collaborator authorized to fulfil the function of thesis Director at EPFL and approved by the EDDH program Director). A member of the EDDH program who is or has been a member of the Program Committee chairs the jury with the approval of the EDDH program 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 at 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 EDDH 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 EPFL).

5. Mentoring

- 5.1 Within 3 months after enrolment, the doctoral program assigns a mentor from its pool to each doctoral candidate. The doctoral candidates may change mentor with the agreement of the EDDH 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 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 May 1st, 2022 and replaces any prior EDDH doctoral program regulation.

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