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REGULATIONS FOR DOCTORATE PROGRAMS AT COMILLAS PONTIFICAL UNIVERSITY

(Approved by the Board of Governors at the meeting held on 21 June 2012 and modified at the meetings of 30 September 2013, 18 December 2014, 18 July 2016 and 15 December 2017)

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STATEMENT OF REASONS

The new framework introduced by the Royal Decree 99/2011 of 28 January, which regulates official doctoral courses makes necessary to redefine the doctorate educational system, as well as the development and updating of the university academic regulations that regulates these courses.

With these regulations Comillas Pontifical University adapts the structure of its doctoral studies to the mentioned new framework, and at the same time takes this opportunity to introduce some aspects that improve the academic quality of the University doctoral programs and its connection with society and enterprises, convinced of the essential role of doctoral studies as an element of social progress.

The most remarkable aspect is the foundation of the Comillas International Doctoral School, responsible for organising and managing the doctoral courses and activities at Comillas Pontifical University, and dependent on the Vice-rector responsible for doctoral studies. The School's main goal is to coordinate the different doctoral programs, their procedures and training and monitoring activities. This coordination will bring synergies in the use of resources and a stronger interdisciplinary training of our doctorates. Similarly, the School constitutes the only reference for the University when it comes to doctoral studies, which will facilitate its integration into inter-university networks, such as the Aristos Campus Mundus program, the cooperation agreements with national and foreign research organizations, or the attraction of international talents to the doctoral programs.

A second aspect is the fact that the doctoral programs become dependent on the Doctoral School, and not on the Faculties. This facilitates the foundation of inter-university transversal programs, which stimulates an interdisciplinary approach and the adaptation to the demands of society and allows the University and its researching networks to mobilize its potential. In this regard, the participation of business representatives and other organisations in the doctoral academic committees is envisaged, and this link is recognised by the Industrial Doctor Mention. In any case, the regulations guarantee the participation of the Faculties in the decision-making processes that can concern them, as they are essential contributors to the programs.

Thirdly, these regulations incorporate good management practices, aimed at homogenising the administrative procedures, as well as the processes to monitor and evaluate Doctoral students. Thus, common application requirements are established, as well as uniform procedures for selecting and admitting students, or the assignment of a tutor or director. Furthermore, a single document is established to record all the activities carried out by the Doctoral student, as well as common requirements for the research plan, which constitutes his evaluation system.

Fourth, mechanisms to further ensure the quality of the thesis defended at Comillas University. In addition to the aforementioned evaluation procedure and regular monitoring, this regulation establishes the need to requesting reports from external experts that guarantee the quality of the thesis; a public exposition process to all the University doctors; a more robust award procedure to "cum laude" mention; and the foundation of a Scientific Committee who advise the Director of the Doctoral School.

Finally, another novelty, the regulations open the possibility to submit a thesis as a collection of published articles, for which requirements and necessary precautions are established to guarantee the quality of the thesis in this case.

CHAPTER I. GENERAL PROVISIONS

Article 1. Purpose and Bodies of Doctoral Studies

1. The purpose of this regulation is to adjust the organization of Doctoral Studies at Comillas Pontifical University to the Royal Decree 99/2011, of 28 January, which regulates official doctorate courses. Doctorate courses constitute the third cycle of official university studies leading to the acquisition of competencies and skills related to quality scientific research.



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2. The bodies responsible for the Doctoral Courses at Comillas Pontifical University are:
 - a. The Comillas International Doctoral School, reporting directly to the Vice-rector responsible for doctoral studies.
 - b. The General Doctoral Committee, made up of the members of the School Steering Committee.
 - c. The Academic Committees of Doctorate Programs.
 - d. The Coordinators of Doctorate Programs.

Article 2. Doctoral Programs

Doctoral studies are organized through programs upon the terms established in these regulations, in accordance with the criteria set down in the Royal Decree 99/2011, of 28 of January, which regulates official doctorate courses.

A Doctorate Program is a set of activities leading to the acquisition of competencies and skills required to obtain a doctoral degree. This program aims at developing different training aspects of the doctoral students and will establish the procedures and lines of research for the development of doctoral thesis.

Article 3. Length of the Studies

1. The length of the doctoral studies will be no more than three years, for a full-time student, starting from the admission to the doctoral program to the thesis deposit.
2. Nevertheless, part-time students will be admitted with the prior authorisation of the Commission responsible for the program. In this case, the length of the studies will be no more than five years, starting from the admission to the doctoral program to the thesis deposit.
3. The calculation of time will be suspended in case of illness or maternity, duly justified, during the leave period.
4. Doctoral students can request a temporary disenrollment for a maximum period of one year, plus one year extension. This duly substantiated request must be addressed to the Academic Committee responsible for the program, who will decide whether or not to accept the request. If the leave is not due to illness or maternity, the calculation of time will not be suspended.
5. If a thesis deposit is not requested after three years, the Academic Committee responsible for the program, may authorise an extension of one year more, exceptionally extended to one additional year, under the conditions set out in the concerned doctoral program. In the case of part-time studies, an extension of two years more may be authorised, exceptionally extended to one additional year.

Article 4. Organization of Doctoral Studies

Doctoral studies at Comillas Pontifical University will be organised in accordance with article 4 of Royal Decree 99/2011.

Article 5. Application Requirements for Doctoral Programs

1. Generally, it is necessary to hold an official Spanish Bachelor Degree, or equivalent, and a university Master Degree.
2. As well, those in the following situations will be able to apply:
 - a. To hold an official Spanish University Degree or from any other country within the European Higher Education Area, which enables access to a Master Degree in accordance with article 16 in Royal Decree 1393/2007, of 29 October, and to have obtained at least 300 credits ECTS in official university courses, which at least 60 must be Master level credits.
 - b. To hold an official Spanish Bachelor Degree, with a duration of at least 300 credits ECTS, in accordance with the rules of Community law. These graduates must have complementary training referred to in article 6.3 of this regulation,



unless the curriculum of the corresponding degree includes credits in research training, academically equivalent to Master Research credits.

- c. To hold an official university degree equivalent to level 3 of the Spanish Qualifications Framework for Higher Education, in accordance with the procedure laid down in Royal Decree 967/2014 of 21 November, on the requirements and procedure for recognition and attestation of equivalence to official university level and degree and for validation of foreign higher education degrees, and the procedure to determine the correspondence to official degrees of Arquitecto, Ingeniero, Licenciado, Arquitecto Técnico, Ingeniero Técnico and Diplomado, within the Spanish Qualifications Framework for Higher Education.
- d. The university graduates who, after having obtained a training place in the corresponding access test to specialised health training places, have successfully passed at least two training years of a program leading to an official degree in any specialization in Health Sciences.
- e. To hold a degree obtained in accordance with foreign educational systems, without prior recognition, following verification by the General Doctoral Committee that the holder has a training level equivalent to an official Spanish University Master Degree which enables access to doctoral studies in the issuing country. This admission will not involve under any circumstances, the validation of the prior degree held by the student, or its recognition for other purposes other than the access to doctoral studies.
- f. To hold another official Spanish Doctor Degree obtained in accordance with prior university regulations.
- g. Doctoral students who have begun his/her doctoral program in accordance with university regulations prior to Royal Decree 99/2011.
- h. The Graduates, Architects and Engineers holding the Diploma of Advanced Studies obtained in accordance with Royal Decree 778/1998, of 30 April, or having reached the research proficiency governed by Royal Decree 185/1985, of 23 January.

Article 6. Selection and Admission Criteria for Doctoral Programs

1. Candidates will be selected by the academic committee of the corresponding doctoral program. This committee will use the criteria previously set out in the verification report, which in any case must include:
 - a. Academic curriculum assessment
 - b. Assessment of merits of particularly high significance for the applied program.
 - c. Any other criteria or procedure previously defined and reasoned which the Academic Committee judges to be sufficient for the student to continue doctoral studies.
2. The resolution on the admission to a doctoral program is decided by the Rector, or his delegate, on a proposal from the Academic Committee of the corresponding program and, in any case, with the approval of the Dean or Director of the Faculty or Faculties that contribute human or material resources to the program.
3. The admission to doctoral programs may include a requirement of specific complementary training in the terms set out in the verification report, which will not be taken into account for the purposes of calculating the limit set out in article 3 of these regulations.

Article 7. Enrolment

Doctoral students admitted to a doctoral program must enrol every year for the doctoral academic tutelage.

Article 8. Thesis Tutor

1. At the time of admission, the Academic Committee of the corresponding program will assign a tutor to the doctoral student. The appointment may be modified at any moment for justified reasons by the Academic Committee, after hearing the student and the tutor, if any.
2. The tutor is the person responsible for the training and research activity of the doctoral student to meet the requirements of the programs and the International Research School.
3. The tutor must be a doctor with accredited research experience and a member of the doctoral program committee. The tutor is in charge of ensuring the interaction between the doctoral student and the corresponding Academic Committee. To this end, he or she is assigned the following duties:
 - a. To regularly supervise the doctoral student's custom Activity Report, together with the thesis supervisor.
 - b. To guarantee the research plan presented by the doctoral student, together with the thesis supervisor before the end of the first year.
 - c. To sign the Commitment Document together with the University, the doctoral student and the thesis supervisor.
 - d. To submit to the Academic Committee the annual report referred to in article 11.7 in the Royal Decree 99/2011.
4. The University may sign a thesis co-tutelage agreement with a foreign university, which will determine the joint supervision by two or more doctors, the activities to undertake by the doctoral student and the terms of his or her stay in the foreign institution for a minimum of 6 months. The international thesis co-tutelage will be incorporated through procedures to the Doctor's Degree certificate, according to article 11.6 in the Royal Decree 1002/2010 of 5 August, on the issue of official university degree certificates.

Article 9. Thesis Supervisor

1. At the time of admission, the Academic Committee of the corresponding program will assign a thesis supervisor to the doctoral student, who also will serve as a tutor, unless a supervisor from a different doctoral program is assigned, in which case a tutor will be assigned according to the preceding article. The appointment of the supervisor may be modified by the Academic Committee at any moment of the doctoral studies for justified reasons.
2. Any Spanish or foreign doctor, with accredited research experience, may be thesis supervisor or co-supervisor, regardless of the university, faculty or institution he or she serves.
3. The thesis supervisor is ultimately responsible for monitoring all the student research tasks, the coherence and adequacy of the complementary training, the impact and innovation of the thesis subject in its field and the guide in the planning and its adequacy, where appropriate, to other projects and activities the doctoral student may participate in. To this end, he or she is assigned the following duties:
 - a. To regularly supervise the doctoral student's custom Activity Report, together with the thesis tutor.
 - b. To guarantee the research plan presented by the doctoral student, together with the thesis tutor before the end of the first year.
 - c. To sign the Commitment Document together with the University, the doctoral student and the thesis tutor.
 - d. To submit to the Academic Committee the annual report referred to in article 11.7 in the Royal Decree 99/2011.
 - e. If necessary, to guarantee the stay and activities required to include the International Doctor mention, according to article 15.1.a) in the Royal Decree 99/2011.



4. With the authorization of the Academic Committee, the thesis can be co-supervised by other doctors for justified academic reasons, such as an interdisciplinary topic or a program developed in national or international cooperation. The authorization may be applied any time during the doctoral studies and may be revoked later if the Academic Committee considers that the joint supervision doesn't benefit the thesis development.

Article 10. Record of Activities

1. Once enrolled in the program, the doctoral student is provided with a custom Activity Report for the purpose of the individual control record referred to in article 2.5 in the Royal Decree 99/2011. All the activities of interest for the student development according to the criteria established by the General Doctoral Committee must be registered. The report will be regularly monitor by the tutor and the supervisor and annually evaluated by the Academic Committee responsible for the doctoral program.
2. The custom Activity Report must be in accordance with the form set out in [Annex I](#) of these regulations.

Article 11. Doctoral Student Monitoring

1. Before the end of the first year, the doctoral student must present a research plan, guaranteed by the tutor and the supervisor, including at least the following sections:
 - a. Identification data of the doctoral student and the thesis supervisor o co-supervisors.
 - b. Title of the thesis proposal.
 - c. Summary of the proposal.
 - d. Methodology to be followed.
 - e. Objectives to be reached.
 - f. Resources and planning to reach the proposed objectives and, if necessary, mention of the specific complementary training to be carried out.
 - g. Bibliography.

This plan may be improved and detailed throughout the doctoral studies.

Article 12. Commitment Document

1. The monitoring of doctoral students will be established by a Commitment Document signed by the Vice-rector responsible for doctoral studies, the doctoral student, the tutor and the supervisor or co-supervisors. This document must be signed at the assignment of the supervisor.
2. The Commitment Document must include a disputes settlement procedure and a cover all aspects related to intellectual and industrial property rights which may be generated in doctoral programs, as provided in [Annex II](#) of these regulations. Once signed by the persons involved, the Commitment Document is filed in the student's record.

Article 13. Disputes Settlement Procedure

1. In the event of a possible non-compliance of the requirements included in the Commitment Document or the concurrence of a disagreement regarding the development of the student in the doctoral program, the parties may inform the Coordinator of each doctoral program, who serve as a mediator for an unanimous agreement that puts an end to this controversy.
2. If mediation fails one month after the information to the Coordinator of the program, it will be notified to the General Doctoral Committee, who must issue a decision within one month, after hearing the parties and the Coordinator of the program.
3. It is possible to appeal to the Rector against the decision of the General Doctoral Committee.



CHAPTER II. THE DOCTORAL THESIS

Article 14. The Doctoral Thesis

The doctoral thesis will be an original research work in any field of knowledge written by the doctoral student. The thesis enables the student to work autonomously in the field of R&D&I.

Article 15. Thesis Writing

1. The doctoral student may write and, if so, defend his or her thesis in Spanish or English.
2. At the request of the doctoral student, the General Doctorate Committee may authorize the writing and, if so, the defence of the thesis in a language other than Spanish or English, if this language is widespread used for scientific communication in the concerned field of knowledge. To this end, a favourable report from the Academic Committee responsible for the program is required.
3. The request of writing and, if so, defence of the thesis in a language other than Spanish or English, must be addressed to the General Doctorate Committee before presenting the thesis.
4. As an exception and without prior authorization, doctoral theses in the field of Translation and Interpretation may be written and, if so, defended in the language of the corresponding specialty.
5. The title of the thesis must be written in its original writing language and in Spanish, on the cover and the first page.
6. If the language is not Spanish, the thesis must contain a summary written in Spanish. This summary must have a minimum of 2000 words and must be bound as part of the thesis.

Article 16. Thesis Format

In order to set rules that guarantee uniformity in the presentation, covers, electronic formats of the thesis, access rights to its content and other relevant aspects, the preparation of the doctoral thesis must be in accordance with the formal requirements set out in the [Annex III](#).

Article 17. The thesis as a collection of published articles

1. The doctoral students that, in the period between the guarantee of his or her research plan in accordance with article 11.6 in the Royal Decree 99/2011, of 28 January, and the presentation of his or her thesis, with the express authorization of his or her thesis supervisor or co-supervisors, obtain a favourable report from the Academic Committee of the doctoral program, may choose to present his or her thesis as a collection of publications. The Committee will make a reasoned decision on a case-by-case basis in view of the research merits of every doctoral student. The publications may be previously published or in the process of publishing. In any case, the publications must have a scientific value by themselves and, at the same time, configure a scientific unit. Only the doctoral student and the thesis supervisor can be co-authors of the publications.
Exceptionally, with prior authorization of the Academic Committee of the doctoral program, the supervisors can be also co-authors in the case of a research stay in another centre. In any case, the doctoral student must be the lead author of every publication.
2. Before presenting the thesis, with a favourable and reasoned report from the Academic Committee of the program, the doctoral student must request the General Doctorate Commission to authorize the presentation of his or her doctoral thesis as a collection of published publications.



3. In order to obtain the authorization from the Academic Committee of the doctoral program, the doctoral student must provide the following documentation:
 - a. A copy of the published or provided publications.
 - b. A report from the thesis supervisor, justifying the presentation as a collection of published publications.
 - c. A report from the doctoral student, specifying his or her contribution to every publication supported by the thesis supervisor.
4. The theses proposed as a collection of publications apply to article 15 regarding their writing and language.
5. The theses proposed as a collection of published must contain the following additional sections:
 - a. A general introduction presenting the publications and justifying the scientific unit of the thesis.
 - b. An overall summary of the research objectives and final conclusions, where partial results presented in each publication are unified.
 - c. A full copy of the publications (articles, book chapters or books, etc.) with full references, personal data of the authors and, if so, the name of the magazine or media where they have been published. The doctoral student must specify his or her contribution to the provided publications.
 - d. Copies of the acceptance letters of the thesis publications, in the case of pending publications.
6. Each doctoral program may establish additional admission requirements for doctoral thesis presented as a collection of publications in the verification report, which they may consider as appropriate.

Article 18. Thesis Presentation and Deposit

1. Once the doctoral thesis is finished, the doctoral student will request a deposit authorization by addressing a letter to the Academic Committee attaching:
 - a. A favourable report from the thesis supervisor or co-supervisors. If they are not academically linked to the Comillas Pontifical University, a favourable report from the tutor will be as well required.
 - b. A copy of the thesis.
2. Once the authorization requested, the Academic Committee of the doctoral program will ask a thesis report to a minimum of two external experts in the field and, upon receipt of these reports, will ask the doctoral student to present his or her thesis. If appropriate, the Academic Committee may convene other experts. Also, the Academic Committee will obtain an originality report to be filed in the student's record.
3. Once the full student's record is evaluated, including the Activity Report, the Academic Committee of the doctoral program will authorize, where appropriate, the thesis deposit issuing a decision within a maximum period of one month. If the authorization is denied, the doctoral student may appeal to the Rector, who will take a decision following a report from the General Doctoral Commission.
4. After obtaining the authorization, the Academic Committee will propose experts in the field that may be members of the Thesis Tribunal responsible for the evaluation of the thesis according to article 19. This proposal must include a reasoned report on the suitability of the proposed experts, indicating the president and secretary of the tribunal.
5. Once the thesis deposit is authorized, the Academic Committee of the doctoral program will address the authorization to the Secretary of the International Doctoral School with the following documents:
 - a. The Activity Report with the training activities carried out by the doctoral student.
 - b. A copy of the doctoral thesis.
 - c. The authorization from the Academic Committee of the doctoral program
6. Once the documents have been received, the Secretary of de Doctoral School will:
 - a. Verify the formal validity of the documents



- b. Communicate the presentation of the thesis to all the doctors at the University.
- c. Ensure that a copy of the thesis remains deposited at the Degree Certificates and Transcripts Service for a period of 15 working days so it can be examined by any doctor.
7. Once the public exhibition period has expired, the Academic Committee of the doctoral program will decide on the authorization of the thesis defence. If the authorization is denied, the doctoral student may appeal to the Rector, giving reasons, who will take a decision following a report from the General Doctoral Commission.
8. Once the thesis defence is authorised, it must take place within three months, unless the Vice-Rector responsible for doctoral studies authorize otherwise for duly justified reasons.

Article 19. Thesis Board

Once the thesis defence is authorized, the Thesis Board is proposed by the Academic Committee of the doctoral program according to this article.

The following shall be taken into account for the appointment of the Board members:

- a. It must be composed by five titular members: a President, a Secretary and three board members, as well as two alternate members. Exceptionally, the Rector may authorize a Board composed by three titular members.
- b. Most members of the Board must be external doctors.
- c. All the members must have a Doctorate Degree and accredited research experience. It will be understood that professors or researchers who have obtained recognition of at least a six-year research period or equivalent, or have enough projects or publications in the field. Retirees doctors may be part of the Board if they have accredited recent research in the field.
- d. The thesis supervisor or co-supervisor cannot be part of the Thesis Board, except in international co-tutelage cases if the regulation of the corresponding country makes it necessary and is established in the co-tutelage agreement.
- e. The President of the Board will be the one with the highest academic level or the most accredited in terms of research.
- f. The Secretary of the Board must be a professor at Comillas Pontifical University.

Article 20. Defence and Evaluation of the Doctoral Thesis

1. The doctoral thesis is assessed at the defence ceremony.
2. The thesis defence ceremony must take place on working day or days according to the official University academic calendar and will be convened by the President of the Board and communicated by the Secretary to other members, the doctoral student and the International Doctoral School a minimum of 7 days before.
3. Once the Thesis Board is constituted, the defence and the assessment must take place in a public meeting where the doctoral student present his or her work, methodology, content and conclusions, especially the original contributions.
4. The doctoral student's Activity Report cannot lead to a quantitative score but it can be an instrument of qualitative assessment to complete that of the doctoral thesis.
5. The members of the Board can ask as many questions as they consider, to which the doctoral student must answer. Also, the doctors attending the public ceremony can ask questions when and how the President points it out.
6. The Thesis Board will issue a report and the global score given to the thesis according to the following scale: "Fail", "Pass", "Good", "Merit" and "Distinction".
7. The Thesis Board can give "cum laude" mention if the global score is "Distinction" and results from the unanimous secret vote. The vote cast by each member of the Board will remain guarded by the Secretary of the Board, who will address it to the International Doctoral School for the counting at a different session.
8. The outcome of the assessment must be recorded in the Minutes addressed to the Vice-Rector responsible for doctoral studies noting the result of the count and including

the votes cast. This record will be immediately sent to the Degree Certificates and Transcripts Service to be included in the student's record.

Article 21. Distance Intervention of Board Members in the Thesis Defence Ceremony by Telematic Means

Exceptionally, the Vice-Rector responsible for doctoral studies may authorize, at the request of the Doctoral Coordinator, that a maximum of one board member, other than the President or the Secretary, verify by telematic means his or her intervention in the thesis defence ceremony. This authorization will state as well the appropriate measures to be applied by the Thesis Board in order to verify the identity of the member and so that the signature of the reading record and the secret vote remain at the disposal of the Secretary.

Article 22. Doctoral Thesis Store

1. Once the doctoral thesis is approved, the University will store it in electronic format, preferably open, in the institutional repository and send, also in electronic format, a copy of the thesis with all the complementary information required by the Ministry responsible for university matters for the appropriate purposes.
2. Also, a paper copy of each approved doctoral thesis must be sent to the University Record Office.

Article 23. International and Industrial Doctoral Mentions

The International and Industrial Doctoral Mentions are in accordance with the provisions set forth in article 15 of Royal Decree 99/2011.

CHAPTER III. DOCTORAL STUDIES BOARDS

Article 24. Identification of the Doctoral Studies Boards

The doctoral studies boards at Comillas Pontifical University are listed in article 1 of this regulations.

Article 25. Comillas International Doctoral School

1. Upon the Vice-Rector responsible for doctoral studies, the Comillas International Doctoral School is founded to organise and manage doctoral studies and activities of the doctoral programs at Comillas University. The School and its programs must guarantee a leadership and critical mass of doctors professors and doctoral studies in their field of knowledge.
2. The Director of the Comillas International Doctoral School is appointed by the Rector for a period of 3 years. He or she must be a renowned professor or researcher, justified by having at least 3 periods of research activity recognized according to Royal Decree 1086/1989, of 28 August. If this researcher has a position different from this evaluation criteria, he or she must prove equivalent merits.
3. The Director of the Comillas International Doctoral School have representational functions following the criteria indicated by the Vice-Rector responsible for doctoral studies and assisted by a Scientific Committee formed by renowned researchers in the fields of the doctoral programs at Comillas University and appointed by the Vice-Rector responsible for doctoral studies.
4. The Comillas International Doctoral School will have internal regulations approved by the Governing Board proposed by the Vice-Rector responsible for doctoral studies, who will establish, among others, the rights and duties of the doctoral student, in accordance with the Student Statute approved by Royal Decree 1791/2010, of 30



December, the rights and duties of the thesis tutors and supervisors, as well as the composition and functioning of the Academic Committees of their programs.

5. The Comillas International Doctoral School will make and adopt a code of good practice which must be signed by all the people belonging the School.
6. Other private or public, national or international universities, centres, institutions and entities with R&D&I activities may participate in the School, according to the terms authorized by the Vice-Rector and having heard the General Doctoral Committee.

Article 26. General Doctoral Committee and Steering Committee of the Comillas International Doctoral School

1. The Steering Committee of the Comillas International Doctoral School has organisation and management functions and will act as its Steering Committee with the functions listed in section 3 of this article.
2. The General Doctoral Committee is formed by:
 - a. The Vice-Rector Vice-Rector responsible for doctoral studies, who is its President.
 - b. The Director of the Doctoral School.
 - c. The Coordinators of the doctoral programs.
 - d. The Student's Delegate of the Doctoral School, elected by the delegates of the different programs.
 - e. The General Secretary, who will act as Secretary.
3. The functions of the General Doctoral Committee are:
 - a. To advise the Rector in the implementation proposal for new doctoral programs, as well as in their expiration.
 - b. To issue a mandatory report so that the Rector can resolve the appeal against the denial of the theses defence authorization.
 - c. To propose the common admission and enrolment deadlines of doctoral studies.
 - d. To award the honorary prizes to the best defended theses in each doctoral program, according to its specific regulations.
 - e. To assist the Rector in the admission to doctoral programs of students with not officially recognized degrees taken in accordance with university educational systems of countries outside the EU.
 - f. To approve the planning of activities common to all the doctoral programs.
 - g. Ensure the seek and secure of resources.
 - h. Establish the conditions under which the thesis reading in exceptional confidentiality circumstances is applicable.
 - i. Any other function that may be given or delegate in by the University competent bodies.

Article 27. Academic Committees of Doctoral Programs

1. Each doctoral program will have an Academic Committee formed by doctors according to Royal Decree 99/2011, as follows:
 - a. The President will be the Coordinator of the Program.
 - b. At least two members appointed by the Vice-Rector responsible for doctoral studies and elected between the professors with accredited research experience.
 - c. If appropriate, one or more representatives of the enterprises and institutions related to the program appointed by the Vice-Rector responsible for doctoral studies, provided that they are doctors.
2. The functions of the Academic Committees of Doctoral Programs are:
 - a. To approve the proposal of student selection.
 - b. To authorize the three-year extensions to develop the thesis.
 - c. To assign a tutor to each doctoral student, once he or she is been admitted to the program.



- d. To assign a supervisor or co-supervisors to each doctoral student within six months after his or her enrolment.
- e. To modify the appointment of the thesis tutor or supervisor, for justified reasons.
- f. To assess annually the research plan and activity report of the doctoral students, together with the corresponding reports written by the tutor and the director.
- g. To authorize the presentation and defence of the doctoral thesis.
- h. To make a proposal to appoint the members of the Thesis Board, to be authorized by the Rector, approved by the Vice-Rector responsible for doctoral studies.
- i. To develop the proposal of the program's training activities.
- j. To give the "cum laude" mention where applicable according to article 20.8 of these regulations.
- k. Any other function that may be assigned in accordance with the applied regulations.

Article 28. Coordinators of the doctoral programs

1. Each doctoral program, official or ecclesiastical, will have a coordinator, appointed by the Rector after hearing the Faculties providing resources to the program, among the professors and researchers of accredited experience in supervising research projects.
2. The functions of the Coordinators of the doctoral programs are:
 - a. To act on behalf of the corresponding Academic Committee before the General Doctoral Committee.
 - b. To chair the Academic Committee.
 - c. To coordinate the development and monitoring of the program.
 - d. To coordinate the activity of the doctoral program with the Faculties where the professors and researchers participating in the program are located.
 - e. To address an exceptional authorization request to the Vice-Rector responsible for doctoral studies so that board members not physically present in the defence ceremony can participate by telematics means and communicate, if any, his or her granting.
 - f. Any other function that may be assigned according the applied regulations or delegated in by the General Doctoral Committee.

TRANSITIONAL PROVISION

Once the new doctoral programs are approved and implemented as provided in Royal Decree 99/2011, no new doctoral students will be admitted to the existing programs previously implemented and regulated.

DEROGATING PROVISION

The Academic Regulations of Official Postgraduate Doctoral Studies, approved by the governing body at the meeting held on 17 December 2007, are repealed.

FINAL PROVISION

These regulations come into force from the day following its approval by the University governing body.