



phd program in
life sciences

free study option

program/credits guidelines

welcome to our program!

AS SOON AS YOU ARE REGISTERED AS PhD STUDENT

- Check your email address @unil.ch, our messages will be sent to this address only.
- Check the [PhD program on our website](#).
- Select courses and events, which will be helpful for your research & career and discuss them with your thesis director.

activities with credits that are part of the program

- Courses and tutorials organized directly by us: On-line registrations (4 periods during the year). Info & registration via the [PhD program web page](#).
- Courses, seminars, conferences and meetings that are listed on our program, but organized by other entities. Registration according to the organizers' procedures.
- CUSO courses ([PhD programs](#) & [Soft Skills](#)). Registration via [CUSO](#).
- International conferences, meetings & workshops organized by renowned universities and institutions (incl. oral presentations of the thesis research outside the department).
- Interested in other courses or seminars outside the program organized by other universities and renowned entities? We encourage you to take part to them, just contact us to ensure we will recognize them.

HOW TO VALIDATE CREDITS?

- See the back of this document

1st year: take part in two tutorials!

Tutorials are discussion groups, which are followed by an evaluation. This evaluation assesses the students' ability to read scientific articles and think critically. The topic discussed during the tutorial does not necessarily require to be related to the thesis research. You have to take part -and be successful- to two tutorials during the first year (other tutors than the thesis director and two different tutors). You do not need to validate a tutorial via a participation form, as the teacher informs the Doctoral School if the student is or not successful; the Doctoral School informs then the PhD student.

check our program & guidelines on-line:
www.unil.ch/ecoledoctoralefbm/phdlifesciences

our program requirements

in your 1st year

- 4 ECTS credits (minimum), of which 2 are obtained from tutorials and 2 with participation in seminars, courses or congresses/workshops/meetings.
- Course documents should be sent for validation at the end of the 1st year.
- Use [Check-List 1](#).

in the following years

- At least 12 ECTS credits in total (including those obtained during the first year).
- Use [Check-list 2](#).

keep in mind

- At least 12 ECTS credits should be obtained by the end of the PhD doctoral studies (in the following categories: tutorials, conferences/workshops/meetings, PhD level courses, oral presentations outside the department, seminars and transferable skills courses; a maximum of 6 ECTS can be obtained in the last category).
- It is better to forward the documents for validation of courses at any time during your thesis but no later than **at least four weeks before the announcement of the date of your private defence to the Secretary's office** (the same deadline applies for the request of your ECTS Certificate).
- Check the [web portal MyUNIL](#) to visit your ECTS file.

any queries on the courses & credits ?

send us an e-mail : program.lseunil.ch

general queries: 021 692 40 01 / educational advice: 021 692 40 02

phd program in life sciences free study option
doctoral school FBM, Amphipôle, office n°304
UNIL-sorge, Dorigny

any queries related to the thesis procedure* ?

send an e-mail : phdthesis@unil.ch

or dial: 021 692 40 00

*thesis manuscript, jury, half-term exams, reports, committee, deadlines, thesis defences...

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events: equivalence in ECTS (European Credit Transfer and Accumulation System)

Events	Descriptive	Credits (ECTS)
Tutorial	Discussion group, which is followed by an evaluation. The evaluation assesses the students' ability to read scientific articles and think critically. The topic discussed during the tutorial does not necessarily require to be related to the thesis research. You have to take part (and be successful) in two tutorials during your first year (other tutors than the thesis director and two different tutors). You do not need to validate a tutorial via a participation form, as the teacher informs the Doctoral School (DS) if the student is or not successful; the DS informs then the PhD student.	<ul style="list-style-type: none"> Usually 1 ECTS There are some exceptions
Course	PhD level <i>Interested in other courses outside the program organized by other universities and renowned entities? We encourage you to take part to them, just contact us to ensure we will recognize them.</i>	Depends on the: <ul style="list-style-type: none"> Home work Exam Duration of the course Rule -> 1 ECTS = 25h-30h
Seminar	Series of seminars with speakers/experts in the field external to the Faculty. se = sessions <i>Interested in other seminars outside the program organized by other universities and renowned entities? We encourage you to take part to them, just contact us to ensure we will recognize them.</i>	Depends on the type and duration of the seminar: <ul style="list-style-type: none"> 12 se of 1h each = 1 ECTS 6 se of 2h each = 1 ECTS
Conference (≥ 2 Days)	With a presentation of a poster as first author or talk. <i>Organized by a renowned university or institution.</i>	<ul style="list-style-type: none"> 1 ECTS
Conference (≥ 2 Days)	Without any poster/oral as first author	Depends on the duration of the scientific content: <ul style="list-style-type: none"> Rule -> 1 ECTS = 25h-30h
Talk	Presentation of the thesis results for a public larger than the department (during a conference, a meeting...).	<ul style="list-style-type: none"> 1 ECTS
Meeting	Presentation of a poster as first author.	<ul style="list-style-type: none"> 1.5 days = 0.75 ECTS 1 day = 0.5 ECTS 0.5 day = 0.25 ECTS
Meeting	Without any poster/oral as first author.	Depends on the duration of the scientific content: <ul style="list-style-type: none"> Rule -> 1 ECTS = 25h-30h
Workshop		Depends on the: <ul style="list-style-type: none"> Home work Exam Duration of the workshop Rule -> 1 ECTS = 25h-30h

HOW TO VALIDATE CREDITS?

- For ALL the courses, conferences, seminars, meetings and workshops forward us the Participations Forms (special documents available on our website) signed by your thesis director and yourself; attach all the requested documents (e.g. copies of the certificate, the overview of the program...).
- Participation Forms are available [on our website](#).
- Forward the forms to your program coordinator for the ECTS equivalence.
- Check your ECTS file on [MyUnil](#).

find also relevant information on the front of this document!

check our program & guidelines on-line: www.unil.ch/ecoledoctoralefbm/phdlifesciences