Appendix B

Cotutelle Agreement to be developed by the University in consultation with the Faculty of Graduate Studies Council

COTUTELLE AGREEMENT

FOR JOINT DOCTORAL ENROLMENT

BETWEEN

LAKEHEAD UNIVERSITY (Thunder Bay, Ontario, Canada)

AND

\_\_\_\_\_\_\_\_\_\_\_\_\_ (\_\_\_\_\_\_,\_\_\_\_\_\_)

 In accordance with Lakehead University’s Cotutelle Policy (Approved by Senate insert date) and (policy, bylaw of partner institution), the present agreement is made between:

Lakehead University, Thunder Bay, Ontario, Canada, represented by the Dean of the Faculty Graduate of Graduate Studies

and

(Other Institution name and address) represented by the (Insert Title here), in order to put in place a doctoral co-supervision and co-enrolment program under the following terms and conditions for

(Student, name, date of birth, city and country of birth, nationality), whereby both institutions recognize the validity of the cotutelle established and that of the resulting Ph.D. degree defended.

**Administrative Details**

The “home” institution is (Lakehead University) and the “partner” institution is (partner institution name).

**Registration, Fees and Duration**:

At Lakehead University the student is registered in the Doctor of Philosophy in (specific doctoral program) starting in the (month/year) term. At (partner institution) the student is registered in the doctorate program (specific doctoral program) starting in the (month/year) term. All student registration fees are paid to Lakehead University. Expected duration of the program is 4 years (12 semesters), with possible extension of an additional four semesters without modification of this agreement.

Thesis Topic and Placement Periods

**Thesis topic**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Placement Periods:**

(N.B.: 1. Fall term = September - December; Winter term = January - April; Summer term = May - August. 2. Minimum residency in each institution is three terms. Minimum residency at Lakehead University is six terms.)

Location of Study:

|  |  |  |
| --- | --- | --- |
|  | Lakehead University | Partner Institution |
| Month/Year |  |  |
| Month/Year |  |  |
| Month/Year |  |  |
| Month/Year |  |  |

**Health Coverage and Legal Liability**

Adequate coverage is ensured at each institution as follows:

At Lakehead University the student is covered by (UHIP, OHIP, etc.).

At (partner institution) the student is covered by (UHIP, OHIP, etc.).

 Additional notes (if necessary): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Pedagogical Details**

Thesis Supervisors and Existing Collaboration

At Lakehead University the student is supervised by (Professor name, department),

And

At (partner institution) the student is supervised by (Professor name, department), both of whom are committed to fulfilling their role as supervisors to the doctoral student. They both exercise the responsibilities assigned to thesis or coursework supervisors in each country.

Description of pre-existing and ongoing research collaboration between the two institutions, including any existing Cotutelle agreements and an explanation of how the Cotutelle agreement will benefit both: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Doctoral Project**

Description of thesis project (maximum 1 page, attached)

**Academic Requirements**

Description of activities (courses, seminars, comprehensive exams, thesis research, etc.) at each institution:

|  |  |
| --- | --- |
| Lakehead University | Partner Institution |
| Fall 20XX: - Course, seminar, etc. | Fall 20XX: - Course, seminar, etc. |
|  |  |
|  |  |
|  |  |
|  |  |

Notes (transfers of credits, etc.) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(N.B. Completion of the above activities will satisfy the doctoral degree requirements at each institution.)

**Thesis Manuscript and Oral Defence**

(N.B.: The thesis leads to a single oral defence recognized by both participating institutions. The examining committee is appointed mutually by both participating institutions according to each one’s academic regulations.)

The thesis defence will be held at Lakehead University during the (expected term and year of completion) term. The language of the thesis manuscript and the oral defence will be English.

Notes (possible alternate language requirements of thesis summary:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Issuing of degrees**

Upon a favourable verdict by the oral defence examining committee, after following all university regulations regarding internal and external examination of the dissertation, Lakehead University agrees to confer the title of “Doctor of Philosophy” to (student name) and to issue the corresponding degree (doctorate),

And

Partner Institution agrees to confer the title of “Doctor of the University” to (student name) and to issue the corresponding degree (doctorate). The wording of each parchment will mention the partner institution and the cotutelle mode of study.

**Submission, Description and Reproduction of the Thesis**

These will comply with the regulations in effect at each institution.

**Other Aspects**

Details of student funding: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Intellectual property arrangements: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Additional matters:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed in (city and country) in five copies on (date).

SIGNATURES:

|  |  |
| --- | --- |
| **LAKEHEAD UNIVERSITY** | **PARTNER INSTITUTION** |
| Student Signature: ------------------------------------------Name: Date: |  |
| Supervisor Signature: ) ----------------------------------------------------Name:Date: | Supervisor Signature: ----------------------------------------------------Name:Date: |
| Graduate Coordinator: ----------------------------------------------------Name:Date: | Graduate Coordinator: ----------------------------------------------------Name:Date: |
| Dean, Faculty of Graduate Studies: ----------------------------------------------------Name:Date: | Dean, Faculty of Graduate Studies/Signing Officer: ----------------------------------------------------Name:Date: |