

Doctoral School Calendar 2021-2022 Academic Year

This calendar is organised in **four sections**:

1. Administration calendar for doctoral students.
2. Reference calendar for depositing the thesis.
3. Meetings of the Standing Committee, the Doctoral Committee and the Management Committee.
4. Procedures related to doctoral programmes.

1. Administration calendar for doctoral students (in order of topics)

Onsite appointments at the Doctoral School	With an appointment on Tuesday, Wednesday and Thursday mornings and Wednesday afternoon.	More information in case of changes as a result of the pandemic.
Extraordinary prize awards and graduation ceremony	19 November 2021 canceled 3 June 2022	More information .
INDUSTRIAL DOCTORATES: calls for applications	See the More information section.	Generalitat: more information . Ministry: more information .
ERASMUS STUDIES: calls for applications	3rd resolution, Tuesday, April 26, 2022, (applications from March 23 to April 19, 2022) 4th resolution Thursday, June 30, 2022, (applications from April 20 to June 15, 2022)	More information .
ERASMUS PLACEMENTS	See the More information section.	More information .
Self-registration	15 July to 15 November 2021.	More information .
Cancellation of registration	Until March 31	

Doctoral School Calendar 2021-2022 Academic Year

SICK LEAVE, maternity leave, paternity leave, etc.	When the period of leave begins it must be reported to the CAPD.	More information .
Application for VOLUNTARY LEAVE for a <u>full academic year</u> (with effect in 2021-2022)	2 September to 16 December 2021 to CAPD.	More information .
Application for VOLUNTARY LEAVE for <u>less than a full academic year</u>	Must be requested from the CAPD before the leave period begins.	More information .
CERTIFICATES	At any time during the academic year. Remember that applications are accepted in August but no documents will be issued until September. Also bear in mind the holiday periods: Christmas (16.12.2021), Easter (to 4.4.2022) and Summer (to 27.7.2022).	

Doctoral School Calendar 2021-2022 Academic Year

Application for a CHANGE IN THE MAXIMUM PERIOD ALLOWED FOR COMPLETION	2 September to 16 December 2021 to CAPD.	More information .
Application for a CHANGE IN SUPERVISOR(S)/TUTOR(S)	2 September to 16 December 2021 to CAPD.	More information .
Applications to the STANDING COMMITTEE	There is a meeting of the Committee once a month. See point 3 of this calendar.	More information .
Application for EQUIVALENCE of a foreign PhD certificate	Throughout the year. Remember to check the decision dates for this procedure.	More information .
Application for an EXTENSION	Contact the CAPD.	More information .
Application for PhD CERTIFICATE	At any time during the academic year. Remember that applications are accepted in August but no documents will be issued until September. Also bear in mind the holiday periods: Christmas (16.12.2021), Easter (to 4.4.2022) and Summer (to 27.7.2022).	More information . International students may apply as long as the Doctorate School has a certified copy of their original passport. Any international or industrial components or co-tutoring should be noted on the academic transcript as "Fulfil requirements".
THESIS IN 4 MINUTES, inscriptions	Call pending.	More information .

Doctoral School Calendar 2021-2022 Academic Year

2. Reference calendar for depositing the thesis (see the important notes at the end of this section)

The Doctoral School organises the DISSEMINATION OF THE THESIS DEPOSITED (1) at the School (DS state of deposit) until the working Friday before these dates:	Date of APPROVAL OF THE PANEL (2)	The DEFENCE (3) may take place from the following dates (this is the first day that the thesis may be defended but only if the file arrived at the DS the same day as it received the panels approval):
18 October	26 October	5 November
2 November	10 November	22 November
15 November	23 November	3 December
29 November	9 December	20 December
13 December	21 December	10 January
22 December	18 January	28 January
17 January	25 January	4 February
24 January	1 February	11 February
7 February	15 February	25 February
21 February	1 March	11 March
7 March	15 March	25 March
21 March	29 March	19 April
4 April	19 April	29 April
25 April	3 May	13 May
9 May	17 May	27 May
23 May	31 May	10 June
7 June	15 June	27 June
20 June	28 June	8 July
4 July	12 July	22 July
18 July	26 July	1 September
5 September	13 September	23 September
12 September	20 September	30 September
19 September	27 September	7 October
26 September	4 October	14 October

Remember that if you want to defend the thesis after a holiday period and the panel has been approved:

- ♦ For defences between 10 and 14 January 2022, the defence file must have arrived at the DS at 2pm on 22 December 2021 at the latest.
- ♦ For defences between 19 and 22 April 2022, the defence file must have arrived at the DS at 2pm on 4 April de 2022 at the latest.
- ♦ For defences between 1 and 2 September 2022, the defence file must have arrived at the DS at 2pm on 27 July 2022 at the latest.

If you need to carry out any additional procedures for the defence (application to carry out the defence outside the UAB, via video link, patents, etc.) you must remember the dates for submitting the documents

Doctoral School Calendar 2021-2022 Academic Year

and the meetings of the Standing Committee.

If the defence does not take place within three months from the date of the deposit a new deposit must be made (with payment of the corresponding fees) and the panel must be nominated again. The month of August does not form part of these three months.

Check the period for applying for the PhD certificate on this calendar. International students may apply as long as the Doctorate School has a certified copy of their original passport.

Any international or industrial components or co-tutoring should be noted on the academic transcript as "Fulfils requirements".

IMPORTANT INFORMATION:

Date of DISSEMINATION OF THE DEPOSIT (1): See the calendar. The Doctoral School includes in its dissemination all the deposits validated by the Doctoral Programme Coordinator (deposit in DS state) up to the working Friday before that date, as long as there are no errors which would require the deposited thesis to be rejected.

Date of APPROVAL OF THE EXAMINATION PANEL (2): See the calendar. From the same day as the panel is approved the defence file can be sent to the Doctoral School.

Date of the THESIS DEFENCE (3): The Doctoral School publishes the date of the defence in the UAB calendar. The file which contains information about the defence (date, place, etc.) must arrive at the Doctoral School at least 8 working days before the defence date and always after the date of the approval of the panel. The defence must take place on a day during term time.

VERY IMPORTANT: check the website of each doctoral programme (the thesis section) to find out which internal procedures are necessary and especially the deadline for depositing the thesis.

Doctoral School Calendar 2021-2022 Academic Year

3. Meetings of the Standing Committee, the Doctoral Committee and the Management Committee

STANDING COMMITTEE, at 9.30am

DEADLINE FOR SUBMITTING DOCUMENTS	MEETING
First working day of the month	22 October
	23 November
	17 December
	21 January
	18 February
	18 March
	22 April
	20 May
	17 June
	22 July
	16 September

DOCTORAL COMMITTEE, at 9.30am

DEADLINE FOR SUBMITTING PROPOSALS	PREPARATORY MEETING	MEETING
10 January	3 February	15 February
10 May	2 June	21 June

MANAGEMENT COMMITTEE, at 10am

PREPARATORY MEETING	MEETING
4 November	17 November

Doctoral School Calendar 2021-2022 Academic Year

4. Procedures related to Doctoral Programmes (by month)

September 2021 (for the presentation of new doctoral programmes 2023-2024)

NEW PROGRAMMES: deadline for submitting the new doctoral programme proposal file to the Standing Committee meeting in September (ed.qualitat@uab.cat)	1.9.2021
NEW PROGRAMMES: deadline for the DS to send departments and institutes affected authorisation for the programme	2.9.2021
NEW PROGRAMMES: deadline for the DS to send new proposals received to the OQD for review	2.9.2021
NEW PROGRAMMES: deadline for the DS to receive agreement of the departments affected by the new doctoral programme proposal	9.9.2021
NEW PROGRAMMES: deadline for the DS to send the approval of the departments affected by the proposal to the OQD	10.9.2021
NEW PROGRAMMES: deadline for the OQD to receive the new proposal approved by the CAPD of the new programme (programme promoters)	10.9.2021
Deadline for monitoring session evaluations for the 2020-2021 year	30.9.2021

October 2021

MODIFICATIONS TO DOCTORAL PROGRAMMES: presentation of modifications to doctoral programmes for the 2022-2023 academic year to the OQD	1.10.2021
Date for submission of monitoring lists to the Doctoral School	10.10.2021.
MODIFICATIONS TO DOCTORAL PROGRAMMES: approval of modifications for the 2022-2023 academic year by the Standing Committee	28.10.2021.

November 2021

CSC GRANTS: proposal by supervisors to admit students	Call pending.
THESIS DEPOSITS (exceptional for 2020-2021: deadline for validation of thesis deposits by academic coordinators (CAPD) for 2020-2021)	30.11.2022

December 2021

MONITORING SESSIONS: Information for students to be published on the website	17.12.2021
ADMISSIONS: deadline for sending the Doctoral School admissions to programmes for the 2022-2023 academic year	21.12.2021

Doctoral School Calendar 2021-2022 Academic Year

THESIS DEFENCE FILES: for theses to be defended from 10 to 14 January the file must reach the Doctoral School (ed.fitxa.defensa@uab.cat) before the date and time indicated: (Link to the defence file)	22.12.2021 at 2pm.
REGISTRATION: registration cancellations	17.12.2021 at 2pm.
DECISIONS by the CAPD on PhD student applications (changes in the maximum period allowed for completion, non-continuation of study, change of supervisor/tutor, etc.)	21.12.2021
NEW PROGRAMMES – REPORT: deadline for sending the report by promoters o new doctoral programmes to the OQD for review (2023-2024 academic year)	3.12.2021

January 2022

Submission of DECISIONS by the CAPD on PhD student applications (changes in the maximum period allowed for completion, non-continuation of study, change of supervisor/tutor, etc.) to the DS	11.1.2022
SPECIAL PRIZES: submission of proposals	10.1.2022
ADMISSIONS for the 2022-2023 academic year, turns proposed by the Doctoral School (<u>each programme must decide which turns to activate</u>): <ul style="list-style-type: none"> • <u>15 January to 10 March</u> PROPOSAL by the coordinator, deadline: 17 March DECISION by the Doctoral School, deadline: 24 March • <u>11 March to 31 May</u> PROPOSAL by the coordinator, deadline: 9 June DECISION by the Doctoral School, deadline: 29 June • <u>15 June to 31 July</u> PROPOSAL by the coordinator, deadline: 15 September DECISION by the Doctoral School, deadline: 1 October • <u>1 September to 14 September</u> PROPOSAL by the coordinator, deadline: 23 September DECISION by the Doctoral School, deadline: 15 October • <u>1 August* to 14 September</u> PROPOSAL by the coordinator, deadline: 23 September DECISION by the Doctoral School, deadline: 15 October • <u>1 October to 15 October</u> PROPOSAL by the coordinator, deadline: 22 October DECISION by the Doctoral School, deadline: 2 November • <u>16 October to 31 October</u> PROPOSAL by the coordinator, deadline: 12 November DECISION by the Doctoral School, deadline: 26 November • <u>1 November to 16 November</u> PROPOSAL by the coordinator, deadline: 25 November DECISION by the Doctoral School, deadline: 15 December 	15.1.2022 to 16.11.2022
CSC GRANTS: specific pre-registration period for CSC grants	Pending.

Doctoral School Calendar 2021-2022 Academic Year

ONLINE DEPOSIT: deadline for doctoral programmes to inform the DS of the deadline for online deposits in 2021-2022	17.1.2022
---	------------------

Doctoral School Calendar 2021-2022 Academic Year

NEW PROGRAMMES – REPORT: deadline for sending the OQD the final documents approved by the CAPD	18.1.2022
NEW PROGRAMMES – REPORT: submission of the report to the Standing Committee	24.1.2022
CLOSURE OF FILES for non-registered students by the Doctoral School	31.1.2022
Updating on the website of the pre-registration dates for doctoral programmes	31.1.2022

February 2022

Deadline for NEW PROPOSALS FOR DOCTORAL PROGRAMMES (2023-2024 academic year): new proposals to the Doctoral Committee (report and title); once approved by the DC they will be sent to OQD the before 5.2.21.	2.2.2022
Entry in SIGMA (DS) of the DECISIONS of the CAPD on PhD student applications (changes in the maximum period allowed for completion, non-continuation of study, change of supervisor/tutor, extensions, registration cancellation, etc.)	28.2.2022
Submission of the DECISIONS by the CAPD on PhD student applications (changes in the maximum period allowed for completion, non-continuation of study, change of supervisor/tutor, extensions, registration cancellation, etc.) to the DS	

March 2022

CSC GRANTS: proposals for acceptance of CSC grants by the coordinators of doctoral programmes (PENDING)	Pending.
CSC GRANTS: acceptance by the Doctoral School (PENDING)	Until 24.3.2022.
THESIS DEFENCE FILES: for theses to be defended from 19 to 22 April the file must reach the Doctoral School (ed.fitxa.defensa@uab.cat) before the date and time indicated: (Link to the defence file)	Until 4.3.2022 at 2pm.
MONITORING SESSIONS: lists of monitoring evaluations (PhD students repeating the monitoring session) sent to the DS	30.3.2022
Activation for new Teaching Plan for the 2021-2022 academic year	March 2022.

April 2022

Printing, signing and sending of individual teaching plans	All academic year.
Registration of PhD students who have passed the March monitoring sessions (this registration is done by the DS internally)	Until 30.4.2022.

May 2022

SPECIAL PRIZES: submission of proposals	Until 10.5.2021.
---	-------------------------

Doctoral School Calendar 2021-2022 Academic Year

NEW PROPOSALS for doctoral programmes for the 2023-2024 academic year (message to be sent by the DS to departments and institutes)	Until 16.5.2021.
---	-------------------------

June 2022

QUESTIONNAIRES: to thesis supervisors and PhD students who have defended their theses (theses defended from 1 October to 31 June)	1 to 15 June 2022 Reminder: 10.6.2022
---	---

Doctoral School Calendar 2021-2022 Academic Year

July 2022

SIGMA: closure period	Pending.
REGISTRATION for first year	17.7.2021 to 30.1.2022.
REGISTRATION for all other years	17.7.2021 to 15.11.2021.
THESIS DEFENCE FILES: for theses to be defended from 1 to 2 September, the file must reach the Doctoral School (ed.fitxa.defensa@uab.cat) before the date and time indicated: (Link to the defence file)	Fins al 27.7.2022 a les 14 h.

September 2022

NEW DOCTORAL PROGRAMME PROPOSALS (2024-2025): submission of the new doctoral programme proposal file to the Standing Committee meeting in September	1.9.2022
NEW DOCTORAL PROGRAMME PROPOSALS (2024-2025): deadline for the DS to send departments and institutes affected authorisation for the programme	2.9.2022
NEW DOCTORAL PROGRAMME PROPOSALS (2024-2025): presentation at the Standing Committee meeting in September	15.9.2022
SIGMA: closure period (affects all modules and users)	9.9.2022 at 8pm to 12.9.2022 at midnight.
EXTENSIONS: CAPD Decision	Until 30.9.2022
NON-CONTINUATION: non-continuation proposals by PhD students (who did not attend the monitoring session)	Until 30.9.2022.
MONITORING SESSIONS: list of evaluation of monitoring sessions (CAD)	Until 30.9.2022.

October 2022

NEW DOCTORAL PROGRAMME PROPOSALS: submission to the OQD by the DS once approved by the Standing Committee (2024-2025)	Fins al 8.10.2022.
QUESTIONNAIRES: to thesis supervisors and PhD students who have defended their theses (theses defended from 1 June to 30 September)	From 1 to 15 October 2022. Reminder: 10.10.2022.