

Welcome session

Ph.D. in Geography

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1. Timing and Progress Requirements

The Ph.D. program may be pursued on a **full-time or part-time basis** (this must be specified in the Commitment Document and in the Research Plan).

The full and part-time may be changed within the first three years (full-time) or four years (part-time), subject to a favorable report from the Academic Committee of the Doctoral Program.

Full-time: **from 2 to 4 calendar years, + one year extension**
(maximum of 5 annual enrolments)

Part-time: **4-7 calendar years, + one year extension** (maximum of 8 annual enrolments)

(Approved leave periods are not computed.)

2. Commitment document



What is it?

The commitment document is a written agreement that establishes the framework for relations between the Ph.D. student, the supervisor, the thesis tutor and the UAB, and the rights and duties of each one.



When must it be completed?

Within a maximum of **3 months** from the enrolment in doctoral studies.



What needs to be done with it?

You will receive an email requesting your signature on the document. You must follow the link provided and log in using your NIU NIU@uab.cat and your usual password. Then, click the signature button and the document will be automatically forwarded to your thesis supervisor(s) for their signature.

3. Activities Record



What is it?

“Individualized record of the monitoring of training activities linked to the doctoral program [...] There are two types of training activities: **compulsory and optional.**”



When must it be completed?

“ Before the deadline set by the CAPD and, at the latest, **within one year of the enrolment date**, the doctoral candidate, with the guidance of their supervisor(s) and tutor, must prepare a personal training plan”.



Types

“By default, compulsory activities are already included in your individualized activities record. Optional activities, however, can be registered following the instructions provided by the program coordination or the administrative office responsible for the doctoral program.

3. Activities Record



What needs to be done with it?

“The type and number of activities may be modified later following the same procedure: with the approval of the thesis supervisor(s) and academic tutor, and with the endorsement of the doctoral program coordination, and they must be recorded in the activities record.”



Compulsory Activities

They must be completed **within the first two academic years.**



[More information](#)

3. Activities Record



Compulsory Activities of the Program

Attendance at a national or international conference. **A certificate must be requested.**

Presentation of **a communication** (poster or oral) at national or international conferences. **A certificate must be requested.**

3. Activities Record



What needs to be done with it?

“The [Tutorial for the UAB self-service RD 99/2011 \(document in Catalan\)](#) provides instructions on how to enter activities into the activities record. It is available via the [UAB Intranet Services platform](#).”

Inscripción
Miembros tribunal
Directores de tesis
Plan de investigación
Documento de actividades
Gestión pago tutelad
Comisiones de seguimiento
Documentación

Curso académico
Tipo de actividad
Descripción
Fecha inicio
Numero de horas
Texto Mención
Cotutela
Rol

2024/25-0
* Seleccione...
(dd/MM/yyyy) Fecha fin (dd/MM/yyyy)
0,0
☒ Sin mención ☐ Mención Doc. internacional ☐ Mención Doc. industrial
☐
* Seleccione...

Curso académico	Tipo de actividad	Numero de horas	Descripción	Origen actividad			Estado modificación estado final					
				Origen	Quien	Rol	Revisión	Quien	Rol	Mención Doctorado	Cotutela	
2020/21	9 - Participación en seminarios internos de grupo de investigación/departamento - Descripción variable	0.0		Propuesta aceptada	Programa doctorado	Programa doctorado	Propuesta aceptada	1545599	Doctorando	Sin mención	No	
2020/21	14 - Presentación de una comunicación (póster u oral) en congreso nacional o internacional - Descripción variable	0.0		Propuesta aceptada	Programa doctorado	Programa doctorado	Propuesta aceptada	1545599	Programa doctorado	Programa doctorado	Sin mención	No
2020/21	15 - Presentación de una comunicación en jornada científica departamental - Descripción variable	0.0		Propuesta aceptada	Programa doctorado	Programa doctorado	Propuesta aceptada	1545599	Doctorando	Sin mención	No	
2021/22	1 - Asistencia a seminarios o conferencias impartidos por expertos en el ámbito de conocimiento - Descripción variable	23.0	Participación Congreso de Derechos Humanos	Propuesta	1545599	Doctorando	Propuesta	1545599	Doctorando	Sin mención	No	

Propuesta por Doctorando

Obligatoria por Programa de Doctorado

Propuesta por Tutor / Secretaría / Director / Programa Doctorado

* ESTADO

- ☒ Propuesta
- ☐ Propuesta aceptada
- ☐ Validada
- ☐ No aceptada

3. Activities Record

 Propuesta por Doctorando

 Obligatoria por Programa de Doctorado

 Propuesta por Tutor / Secretaría / Director
/ Programa Doctorado

Before initiating the thesis submission process, **all activities must be validated.**

The thesis supervisors must validate them once they have been completed and after you have uploaded the corresponding documentation.

4. Research Plan and Training Plan



The approved research plan may be improved, further detailed, or corrected during the Ph.D. program. In such cases, the same procedure must be followed, using the **research plan modification request**.

- [Research plan request form \(MS Word\)](#)
- [Modification of the research plan \(MS Word\)](#)
- [Tutorial for the UAB self-service RD 99/2011 \(PDF\)](#)

4. Research Plan and Training Plan



What needs to be done with it?

UAB

Universitat Autònoma de Barcelona

Servicios y trámites en línea

ALUMNADO DE GRADO, MÁSTER OFICIALES Y DOCTORADO

Preinscripción

PREINSCRIPCIÓN ESTUDIOS OFICIALES

- Solicitud de cambio de estudios de grado con NIU
- Solicitud de cambio de estudios de grado sin NIU
- Preinscripción a másteres oficiales con NIU
- Preinscripción a másteres oficiales sin NIU
- Preinscripción a doctorado con NIU
- Preinscripción a doctorado sin NIU

PAGO PREINSCRIPCIÓN ESTUDIOS OFICIALES

- Pago prematrícula de másteres oficiales
- Pago por TPV

Certificados y títulos

- Solicitud de certificados electrónicos (diplomatura, licenciatura, ingeniería, grado y máster oficial)
- Solicitud de título

Encuestas

- Encuestas de satisfacción: Asignatura y Actuación docente
- Encuestas de matrícula

Matrícula y expediente

ANTES DE LA MATRÍCULA

- Asignación de la contraseña para alumnos de nuevo acceso
- Simulador de precios de matrícula
- Verifica tu horario de automatrícula

MATRÍCULA Y MODIFICACIÓN MATRÍCULA ESTUDIOS OFICIALES

- Automatrícula de estudiantes de nuevo acceso al grado
- Automatrícula del resto de estudiantes de grado y de estudiantes de máster
- Automatrícula de estudiantes de doctorado
- Automodificación de matrícula

Consulta Expediente

- Consulta y reimpresión de la matrícula
- Consulta del expediente académico y de calificaciones

Inscripciones TFE y TESI

- Plan de investigación y actividades de doctorandos
- Deposito on-line de tesis
- Automodificación de tesis

Homologación de títulos extranjeros

- Solicitud para cursar requisitos formativos complementarios (Homologación títulos extranjeros)

Movilidad e intercambio

- Solicitud y consulta de intercambio OUT (Estudiantes Salientes)
- Registro y solicitud de intercambio IN (Estudiantes Entrantes)
- Consulta tu solicitud de intercambio IN (Estudiantes Entrantes)
- Registro y solicitud International Tracks (Estudiantes Entrantes)
- Consulta tu solicitud International Tracks (Estudiantes Entrantes)
- SO: Prácticas Internacionales

Servicios

- Campus Virtual de la UAB
- Transparencia del Plan docente
- Consulta de horarios
- Consulta de horarios del alumno
- Gestión de contraseñas
- Mantenimiento datos personales
- Portal de Peticiones
- Sigm@ - Utilidades
- Acceso al Webmail
- Salida del Servicio de autenticación central

5. Code of good practices



What is it?

"[...]A code of values and principles that guides the development of your activities and is, at the same time, shared by all participants involved".



When must it be completed?

"You must sign this code of good practice once you have been admitted to the doctoral program and, **at the latest, within three months of admission.**



What needs to be done with it?

You will receive an email requesting your signature on the document. You must follow the link provided and log in using your NIU (NIU@uab.cat) and your password. Then, click the signature button, and the document will be sent to your thesis supervisor(s).

5. Code of good practices

You can upload it to the “Research Plan” tab of your student record.

Inscripción

Miembros tribunal

Directores de tesis

Plan de investigación

Documento de actividades

Gestión pago tutelas

Comisiones de seguimiento

Documentación

Descripción

Documento

Fecha documento

Año Académico

* 20/01/2025 (dd/MM/yyyy)

Fecha aceptación

(dd/MM/yyyy)

* 2024/25-0

* REVISIÓN

OBSERVACIONES

Visible por el alumno

☒

	Curso académico	Revisión	Fecha documento	Fecha aceptación	Descripción	Visible por el alumno	Perfil alta	Usuario alta	Perfil modificación fichero	Usuario modificación fichero
 	2024/25	Primera revisión del curso	23/12/2024	-	Document de Compromís	S	Alumno	1462091	Alumno	1462091
 	2024/25	Primera revisión del curso	24/12/2024	-	Codi de Bones Pràctiques	S	Alumno	1462091	Alumno	1462091

Timelines from admission



6. Annual review



When is it due?

- Every academic year
- Information on the annual progress review for this doctoral programme can be consulted in the “**Review and Thesis**” section of the [programme website](#)



[All the information](#)

7. Thesis as a compendium of publications

Request to the Academic Committee of the Doctoral Programme.

Must include: A minimum of one article with sole authorship by the doctoral candidate and two additional publications or manuscripts accepted for publication in article or book chapter format, with the doctoral candidate as main author.

In the case of co-authorship of texts with non-doctoral candidates, these individuals must formally waive, in writing, the right to use those texts in their own theses.

The central body of the thesis must be complemented with: a chapter including the theoretical and methodological introduction (highlighting the rationale and the relationship between the texts and the research project), a discussion chapter, and a conclusions chapter.

8. International Mention vs International Cotutelle

Internacional Mention



- A minimum stay of **three months outside Spain** at a higher education institution or a prestigious research center, where studies or research work have been carried out.
- One of the research stays must have a minimum duration of one month. The remaining time, up to a total of three months, may be divided into shorter periods.

Internacional Cotutelle



- With a single thesis and a single defense, **the doctoral degree is awarded by each of the universities participating in the agreement.**
- The agreement must be signed no later than one year after the first enrolment at UAB (processing time approx. 6 months), and the thesis must comply with all the requirements established by both universities.

9. Sick leave and quitting the Ph.D.



“Periods of sick leave, pregnancy, or any other leave of [absence](#) provided for under the current [doctoral regulations](#) are not taken into account.”



This must be communicated to the Academic Committee of the Program (via the coordinator), who will inform the Doctoral School.



The doctoral candidate may request a temporary leave from the program for a maximum period of one year, extendable to a second year. The justified request must be addressed to the Academic Committee of the Doctoral Program, which will decide whether to grant the leave.

9. Sick leave and quitting the Ph.D.

- [Suspension request form](#) (in Catalan) for sick leave, pregnancy/maternity/paternity leave, or any other legally provided reason.
- [Suspension request form](#) for voluntary temporary leave + [Report template Academic Tutor / Thesis Supervisor](#)
- [Suspension request form](#) for quitting your Ph.D.
- [FAQ](#) (in Catalan)
- [More information](#).

10. Stays abroad

Erasmus estudios Doctorado

Condiciones generales del programa Erasmus+



Cofinanciado por el
programa Erasmus+
de la Unión Europea



10. Stays abroad

Erasmus Estudios

9 puntos para solicitar Erasmus+ Estudi OUT

Estos son los 9 puntos que necesitas para solicitar y realizar la convocatoria del Erasmus+ de estudio.

Recuerda que es un requisito imprescindible para solicitarlo, si no eres ciudadano del estado español, que tengas el NIE como estudiante.



11. Student's Guide

Link to [PhD Student's Guide](#)



11. More information

PhD in Geography



Programme information

PhD in Geography	↗
Welcome session Ph.D. in Geography	↗
Useful information during your PhD (computer version)	↗
Useful information during your PhD (mobile version)	↗
Thesis by compendium of publications. Regulations CAP (document in catalan)	↗
Process for the deposit and defence of the doctoral thesis	↗
Repository of links to document templates	↗

<https://www.uab.cat/en/geography/phd-in-geography>

More Information

Ethical aspects of research	▼
Data management in research	▼
Thesis format	▼
Theses published in TDX	▼

UAB

**Universitat Autònoma
de Barcelona**

Departament de Geografia