

## PGP 1.4.1 Jointly Awarded Doctoral Degree Agreements

### Summary

### Purpose

This protocol outlines the processes and procedures required for jointly awarding the Doctor of Philosophy qualification with a partner University.

The aim of a jointly awarded doctoral programme is to recognise and encourage strategic international partnerships between AUT and designated universities.

### Scope

This protocol outlines the processes governing individual PhD candidacies that are jointly supervised and awarded in collaboration with a designated overseas partner university.

This is not available for professional doctorate or Masters' programmes.

### Application

The process for applying to establish such a programme is rigorous and must be started well in advance of a student's application to the PhD programme. Faculties are required to discuss the proposed programme extensively with the proposed partner institution and provide the University Postgraduate Research Board with comprehensive documentation, as outlined below, detailing these discussions which address the procedural and academic requirements. The University Postgraduate Research Board will not consider an application until the documents required, as outlined below, are complete.

### Definitions

**Cotutelle** refers to a doctoral degree programme that is undertaken jointly at AUT University and a French higher education institution which may involve the award of two doctoral qualifications, one from each institution.

**"Home"** institution has been used to refer to the institution with which an applicant was first affiliated or is enrolled

**"Host"** is used to refer to the institution to which they will travel to undertake part of their studies

These terms are used for the sake of clarity but the programme is a "joint" one and each student will receive one degree which is approved by both institutions.

### Requirements for Establishing a Jointly Awarded Degree

- AUT would normally act as the "Home" institution in these agreements.
- The Faculty is required to informally discuss potential proposals by submitting an expression of interest form to the Dean of the Graduate Research School then to the University Postgraduate Research Board as soon as possible.
- Joint arrangements will be established only where there is evidence that the collaboration provides educational and professional benefit to candidates and draws on existing research relationships that are of strategic interest to AUT University.
- Supervisors must provide evidence that ongoing and sustained research collaboration has taken place and is sufficient to support a PhD candidate.

- The application must demonstrate how a research topic could be substantially enhanced by being undertaken by the two specified institutions.
- A formal joint agreement must be drawn up between the two participating institutions in respect to each candidate. It will detail the particular arrangements pertaining to that particular candidate, including time to be spent at the two universities.
- Departmental resources to support the candidate and the research project, including travel, must be specified
- All the normal regulatory requirements for an AUT PhD degree must be met in every respect.
- The primary supervisor must be an AUT academic staff member.
- The PhD cannot be commenced until a contract has been approved from both institutions.

### Application Requirements

- Expression of Interest Form
- Joint Award of Degree Proposal Form
- Documents confirming strategic importance
- Evidence of collaborative research between supervisors
- A memo outlining how this candidate's research topic would benefit from this agreement

### Approval Process for Contracts

A proposal for the award of a joint degree (form xx) setting out the candidate, external institution, evidence of strategic importance and research collaboration is to be submitted to the Head of Department for sign of prior to being forwarded to the Faculty Associate Dean (Postgraduate) and Postgraduate Committee. Once the Faculty Postgraduate Committee have agreed in principle to the proposal the Faculty Dean approves the proposal before it is forwarded to the Dean of the Graduate Research School before being considered by the UPRB.

Once the UPRB approves the proposal a contract can be drawn up between the institutions which sets out the processes to be followed for the commencement, progress, examination and award of the degree.

Once a joint/double-badged PhD agreement has been drawn up, a meeting with all the relevant stakeholders will be arranged if required. The purpose of this meeting will be to ensure that the joint/double-badged PhD agreement includes all information necessary to effectively administer the proposed PhD programme and accurately describes the proposed programme and any associated conditions

AUT's University Postgraduate Research Board will set out in a letter to the candidate all of the special arrangements that will apply to their agreement. This will include: a copy of the joint agreement; the names of the supervisors and the Joint Administrators; the periods to be spent at each university; and other relevant matters, including reporting, confirmation of candidature, examination and award of the degree.

### Attendance Requirements

- The candidate must apply to and be approved for admission and registration for a doctorate at both of the institutions and must meet each institution's requirements as detailed in the Contract, including any financial costs.
- Throughout the joint arrangement, the candidate will continue to be enrolled as a PhD candidate at the AUT University and is therefore subject to the AUT University's regulations, rules, and policies.
- Candidates are required to spend 75% of their candidature time at the home institution and 25% of the candidature at the host institution.
  - It is government policy that International students undertaking a PhD are to spend no more than 12 months (75% of their candidature) out of New Zealand in order to remain on domestic fees.
  - Permanent Residents (including Australian Citizens) are not eligible for EFTS funding when not based in New Zealand will normally be expected to pay full international fees.

## Programme Requirements

- The candidate will comply with AUT's progress reporting requirements as specified in the Postgraduate Handbook.
- There is to be a single examination process, the successful outcome of which would be the award of the PhD from AUT although the partner university may wish to also award a separate degree. In such a case, both parchments must clearly show that the degree was jointly awarded.

## Scholarships

- If the candidate is applying for an AUT scholarship (including VC Doctoral scholarship) they must clearly indicate that this is a joint doctoral degree in their scholarship application.
- A candidate of a joint doctoral degree is required to declare any scholarship funding received from the partner University. The candidate may not hold a full PhD scholarship for the same research from each partner University. This excludes funding for travel and direct research expenses.
- A recipients of an AUT scholarship is required to meet the conditions laid out in the relevant scholarship regulations and the AUT Postgraduate Scholarship Contract. If the scholarship has been awarded prior to the approval for the jointly awarded doctoral degree the scholarship contract will be renegotiated to reflect the joint degree.

## Graduation/Award of Degree

The degree certificates of both institutions must clearly show that the degree is being awarded jointly (i.e. one thesis is not being awarded two doctorates).

## Outcome

The success outcome of the application of this protocol is that an agreement with another University is reached regarding the joint award of a doctoral degree with AUT.

## Review

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July 2015

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