

LERH PhD Program  
University of Padova

## The final exam: how it works



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## Outline

- Actors
- Main steps
- Schedule
- Who can be a reviewer?
- Who can be a member of the final Commission?
- Postponement of the thesis discussion
- Other issues



## Actors

- The students
- The supervisor(s)
- The reviewers (2 for each thesis)
- The PhD program Council: all the members of the program, potential and real supervisors
- The final Commission



## Main steps

1. **Internal evaluation** made by the Supervisor(s) and the Council /Academic Board)
2. **Individual external review** made by the 2 external **evaluators** (experts of the topic, also non academic – not co-authors of papers of the candidate)
3. **Group external evaluation** made by a **Commission** (Jury for the final exam: at least 3 members, normally 1-2 with a background on the thesis topic)

 **Schedule**  
**1<sup>st</sup> step**

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2 <sup>nd</sup> week Sept (12 <sup>th</sup> Sept in 2018)	3-years report prepared, evaluation of the supervisor prepared, presentation and discussion of the work done in front of the Council		
Middle Sept (12 <sup>th</sup> Sept in 2018)	Students are formally admitted to the following steps by the Council (short written evaluation). 2+1 external evaluators are designated		
1 <sup>st</sup> Oct	<table border="0"> <tr> <td data-bbox="630 851 917 929">End of the LERH program</td> <td data-bbox="933 851 1252 929">Thesis is upload in its final version</td> </tr> </table>	End of the LERH program	Thesis is upload in its final version
End of the LERH program	Thesis is upload in its final version		

Note: after 1<sup>st</sup> Oct students may be financed by their supervisors till the final Discussion

 **Schedule**  
**2<sup>nd</sup> step**

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Beginning Oct	Evaluators formally accept and start their revision – 30 days max available
After 30 days (1 <sup>st</sup> -2 <sup>nd</sup> week Nov)	<p>Evaluators upload their revisions:</p> <ul style="list-style-type: none"> <li>a. The thesis doesn't need changes</li> <li>b. Minor changes needed</li> <li>c. Major changes needed</li> </ul>
For b. and c.: within 30 days (30 Nov in 2018)	Applicants upload a revised version of the thesis
Only for b. (minor r.):	The thesis will be available for the Jury for the final exam (3 <sup>rd</sup> step) without any further evaluation

 **Schedule  
2<sup>nd</sup> step (cont.)**

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Only for c. (major r.): Evaluators will make a 2<sup>nd</sup> evaluation in 30 days

If both the evaluations are positive The thesis will be available for the Jury for the final exam (3<sup>rd</sup> step)

If one evaluation is still negative The Council will decide (after consulting the supervisors and the candidate):

- 6 months delay or
- the thesis can be discussed in front of the Jury for the final exam

 **Schedule  
3<sup>rd</sup> step**

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Starting from the 1<sup>st</sup> Jan ...

2-4 Juries (with 3-5 members) will be organized (with 3-5 students/each). The Jury will check and discuss (with its own criteria):

- The thesis
- The oral presentation by the student (20-30 minutes)
- The 2 reviewers' evaluation
- The 3-years report
- The supervisor's evaluation
- The Council evaluation

... till the end of March

After the final evaluation you are not anymore a PhD student!

## Who can act as an external evaluator?

- A clear **expert** (academic or not, from a public or private organization) on the topic of the thesis
- An **independent** person:
  - not the supervisor or co-supervisors (of course!)
  - not a member of UNIPD or of the Universities that have a formal agreement with the LERH PhD program
  - (preferably) not a co-author of the paper presented in the thesis
- **Not a retired** person

## Who can act as a member of the Jury for the final exam?

- A **qualified** person (academic and from other research institutions) on one of the topics of the LERH PhD program
- An **independent** person:
  - not the supervisor or co-supervisors (of course!)
  - (preferably) not a co-author of the paper presented in the thesis
- **Not a retired** person



## Postponement of the thesis discussion

If **exceptional or force majeure causes**, not depending from the student's will, prevent the candidate to discuss the thesis, he/she can make **a properly motivated request to the Rector** to postpone the submission of the thesis (deadline: 31<sup>st</sup> July in 2018)

The Rector will decide on the matter, after receiving the **formal opinion of the LERH PhD program**.



## Other issues

- The Jury for the final exam approves the thesis, gives the degree, using only **2 marks** (approved with/without *laude*) with a relatively informal exam session
- All the procedure is organized **on line**, so the applicant will probably never see the **external evaluators**, but they can (should) be **mentioned** in the thesis cover. It might be useful/kind to **send an hard copy of the thesis** for easing their review work (send a mail to offer this possibility)
- In theory the **evaluators** can be **part of the Jury for the final exam**, but this option will be avoided in LERH
- The final exam (3<sup>rd</sup> step) can be organized with the **on line participation** of one of the members of the **Jury** (but not of its President and of the Secretary) and of the **candidate**. These options must be previously approved by the Rector
- To be allowed to write the **thesis in English** students need to make a **formal request** to the LERH Secretariat (this is an old stupid rule still working that we need to modify in the future). A form is available.
- The University is organizing every year (October) an **award celebration of the PhD diploma** in the Aula Magna "Galileo Galilei" at the Bo' Palace, with the Rector and the PhD Coordinators

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A video of the celebration: [https://mediaspace.unipd.it/media/PHDA+October+23+Morning+Session/1\\_dkpz3171/80725661](https://mediaspace.unipd.it/media/PHDA+October+23+Morning+Session/1_dkpz3171/80725661)

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# Good luck!

