



## MASTER'S DEGREE EXEMPTION

Decree of 25 May 2016 (modified by the decree of 1 July 2016) relative to doctoral training and to the doctoral degree, article 11, paragraphs 2 and 3:

*"To be registered as a doctoral student, the applicant must be holder of a national Master's degree or another degree awarding him/her the Master's degree level, following a training course or professional experience that testifies for his/her capacities for research. If the Master's degree condition is not met, the Head of the institution may, via exemption and following the Doctoral School Council's proposal, register students who attended training courses of an equivalent level or validated prior experience as defined in article L. 613-5 of the Education Code."*

The students who wish to enroll as PhD students at UBFC without being holders of a European Master's degree (or a "Diplôme d'Études Approfondies"), especially students who are holders of university degrees for which they graduated after at least 5 years of post-"baccalauréat" studies, are invited to follow the following Master's degree exemption procedure.

The request will be submitted to the Doctoral School (DS) to which the research unit is attached, and intended for the president of UBFC. It will include:

- a cover letter
- a CV
- a summary of the research project (1 page maximum)
- certified copies of all the original versions of your diplomas, and copies of their translation into French by a sworn translator
- the transcript of the equivalent degree to a Master's degree
- the detailed opinion of the prospective thesis supervisor, counter-signed by the Head of the research unit.

The DS director will examine the request, give his/her recommendation, then the request will be submitted to the president of UBFC's signature, and a letter will be sent to the applicant to inform him/her of the decision.

A list of the applicants exempted from a Master's degree will be presented to the UBFC Academic Council for information.

**Please note** that in order to facilitate the doctoral thesis enrollment procedure, and provided that Master's degree exemption is granted, it is highly recommended to download the doctoral thesis enrollment file concomitantly to the setting up of the exemption file. In case of administrative co-supervision, please do not forget that the co-supervision agreement must be signed by the two co-contracting universities during the first year, but can be submitted concomitantly to the exemption request.