



## NOTE FOR THE JURY

- **Designation of the president of the jury**

*"The jury members designate a president among them and, if needs be, a defence reporter. The president must be a professor, or a figure of an equivalent rank, or a lecturer of an equivalent rank" (article 18 of the decree of 25 May 2016).*

The president of the jury cannot be in videoconference.

The thesis supervisor/co-supervisor cannot be the president of the jury.

- **The thesis supervisor(s)**

*"The thesis supervisor participates to the jury, but does not take part to the final decision" (article 18 of the decree of 25 May 2016).*

The thesis supervisor attends the debate, and his/her participation is valuable for properly understanding the works he/she supervised. He/She can bring useful information to the debate leading to the final decision, but he/she does not lead the debate. He/She does not take part to the final decision. He/She does not sign the defence transcript, but he/she signs the defence report.

- **Guests**

Guests are allowed to ask questions. They may in no way participate to the debate. They do not sign the defence documents.

- **Videoconference**

Before defence, the thesis supervisor gives the absent jury member's proxy to the president of the jury. The president signs the defence transcript and report in his/her name.

- **Absent jury member**

Only one absence of one jury member is permitted during defence. The absent jury member will have transmitted his/her remarks about the defendant's work along with a list of questions to be asked, in writing, before defence.

- **Debate**

*"During the debate, the jury assesses the quality of the PhD student's works, their novel aspect, the PhD student's capacity to fit them within their scientific context, and the way the works are presented. The jury may request corrections" (article 19 of the decree of 25 May 2016).*

- **Defence documents**

The thesis supervisor gives the duly completed defence documents to the office of doctoral studies in Dijon or to the relevant doctoral school in Besançon or Belfort 8 days after defence at the latest:

- the defence transcript, signed by all jury members except the thesis supervisor and the guests
- the defence report, signed by the president of the jury and countersigned by all jury members except guests
- the "Delegation of signature – jury member in videoconference" form for jury members in videoconference, if needs be
- the "Proof of absent jury member" for the absent jury member, if needs be.