



University of
**Southern
Queensland**
Australia



1 July 2022

Important Information for Cotutelle and Joint PhD Program Applicants and Supervisors

Contents

Cotutelle and Joint PhD Program Overview	2
Supervision Arrangements	2
Cotutelle and Joint PhD Program Differences	2
Notice of Intent (NOI) Cotutelle/Joint PhD Program Form	2
Cotutelle and Joint PhD Program Duration	3
How to Apply - Cotutelle and Joint PhD Program	3
Cotutelle and Joint PhD Program Entry Requirements	4
Scholarship Components	4
Variations to candidature for Cotutelle and Joint PhD enrolments	4
Cotutelle and Joint PhD Operative Principles and Considerations	5
Application, Enrolment and Admission	5
Cotutelle/ Joint PhD Program Expenses	5
Intellectual Property	5
Research Integrity and Ethical Clearance	5
Insurance Policy	5
Risk Management Policy and Procedure	5
Human Research Ethics Policy and Procedure	6
Animal Wellbeing and Ethics Research Policy and Procedure	6
Biosafety Policy and Procedure	6
Useful links	6

Cotutelle and Joint PhD Program Overview

The Cotutelle and Joint PhD programs are tailored doctoral studies developed jointly between two universities. Both programs offer PhD students the opportunity to complete their studies at University of Southern Queensland and at an international partner university. The Cotutelle/Joint PhD program can also be undertaken online in selected research areas, allowing the program to be completed from anywhere in the world.

Supervision Arrangements

A team of supervisors from both institutions will jointly supervise the student throughout their program. The supervisory team will host meetings and regularly communicate with the student to ensure that they remain engaged. Wherever the student is located, there will be supervisory and skills development support readily available.

Cotutelle and Joint PhD Program Differences

The main difference between the Cotutelle model and the Joint model lies in the examination, final testamur, and the designation of one university as the lead.

Cotutelle	Joint PhD
A Doctoral degree program that is undertaken jointly at University of Southern Queensland and an international higher education institution.	
The candidature is divided between University of Southern Queensland and the partner institution, spending a minimum of 12 months at each institution.	
Differences	
Candidate will be awarded a separate testamur from each Institute noting that the award was completed under a jointly supervised arrangement and naming the other institute.	Awarding of the single testamur which is jointly badged with both universities' seals.
No university is designated as the lead	Designation of one university as the lead. The lead university under the Joint model is responsible for the administration of the thesis examination
	Joint PhD enrolments are only possible with selected universities. Please contact UniSQ International Office for further details - hdrinternational@usq.edu.au
Single thesis submitted to both universities	Single thesis submitted to the lead university only
Candidates can attend a graduation ceremony at each institute	Candidate attends one graduation ceremony held at the lead university.

The model that a **Proposed Candidate** is administered under will be dependent on the **Proposed Partner** Institute's Governing body.

Notice of Intent (NOI) Cotutelle/Joint PhD Program Form

The **Notice of Intent (NOI) Cotutelle/Joint PhD Program Form** seeks to commence the establishment of a Jointly supervised Doctor of Philosophy research program. The **NOI Form begins** the administrative process to establish the Student Agreement that will lay out the terms of the agreement that will govern the co-enrolment of the identified candidate and supervisors. The Student Agreement seeks to enhance co-operation and collaboration between the **Proposed Candidate** and the research supervisors at both institutions.

Cotutelle and Joint PhD Program Duration

The maximum program duration (or tenure) is 3 years (36 months) for full time enrolment. The program is not available for part time admission. A candidate must spend a minimum of 12 months at each Institution and up to a maximum of 24 months, during the period of Joint enrolment. Periods of study completed prior to the establishment of the Jointly supervised PhD Program will not count towards meeting the duration requirement of either institute under the Jointly supervised PhD Program.

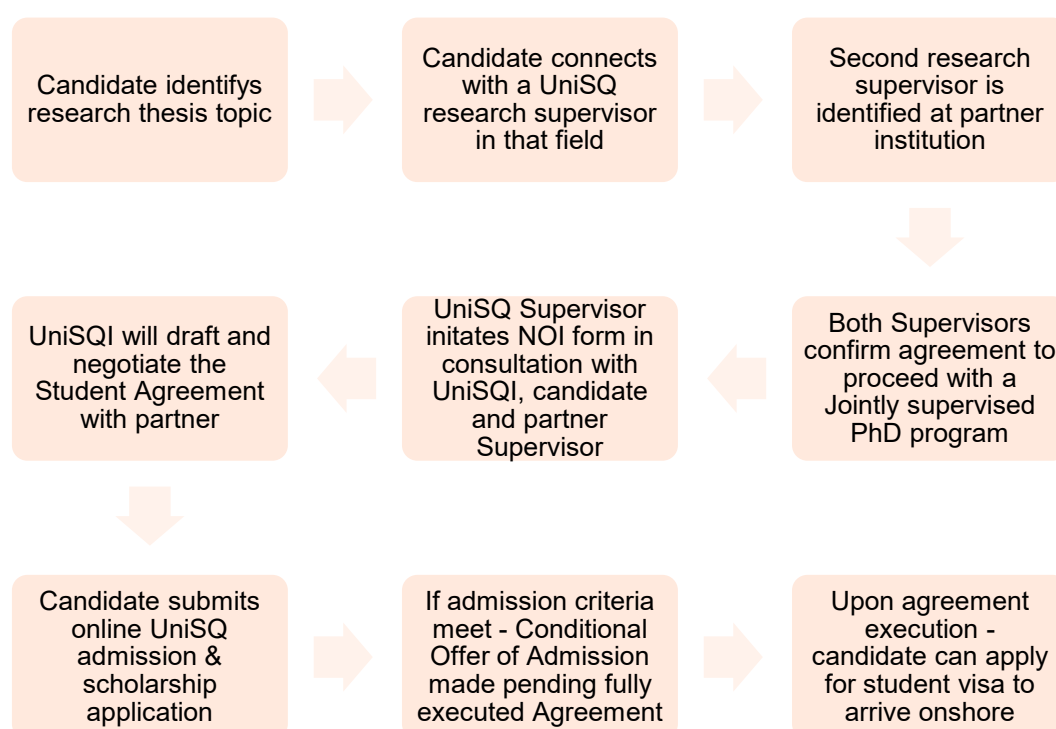
The Enrolment Type, Expected Start Date of the Jointly Supervised Research Project, the Expected Date of Program Completion (Thesis Submission) and the Title of the Proposed Research Project (Thesis) can be subject to change. The Student Agreement is drafted based on the proposed dates and research timeline. – **Refer to NOI Section D**

Planned Durations also known as the Expected Study Periods lay out the planned periods of jointly supervised research to be spent at each Institution – this timeline is laid out in Section E of the NOI Form.

In some circumstances the original planned dates may need to be adjusted, realigned, and moved once the agreement has been established. But the adjustment of these dates must not disadvantage the program of study or the requirements of the conditions of the program. – Refer to NOI Section E. An adjustment to the original planned campus duration (visit) must never exceed what was initially proposed and accepted in the Offer of Admission as funding for a scholarship component do not allow for extensions.

How to Apply - Cotutelle and Joint PhD Program

Simple Overview of Applying for a Cotutelle and Joint PhD Program



Cotutelle and Joint PhD Program Entry Requirements

All candidates must meet the entry requirements, including English Language Requirement, for the Doctor of Philosophy program at University of Southern Queensland and the Proposed Partner Institution.

Applicants must have one of the following:

- an Australian university Bachelor honours degree with First Class Honours or Second-Class Honours (Division A) or equivalent, or
- an Australian university Master's degree (with a significant research component) or equivalent, or
- other qualifications and/or experiences equivalent to First Class or Second-Class Honours (Division A).

The English Language Requirements for this program requires a minimum of IELTS 6.5 or equivalent.

Scholarship Components

The offered scholarships that will be granted to eligible Cotutelle/Joint PhD program candidates based on the candidate's academic profile and proposed thesis quality currently include:

- Funding for tuition fees for up to three years (for both online and on-campus programs)
- A return airfare between University Southern Queensland from Brisbane International Airport and the partner institution home country
- A living allowance while studying on-campus at UniSQ - currently valued at \$32,000AUD per annum (Tax free)

After the period of co supervision at University of Southern Queensland and in line with the proposed timeline the candidate will return to their home university and or submit the thesis prior to departure from Australia. This will be managed on a case-by-case basis depending on where the candidate is in their expected timeline and in consultation with the joint supervision team or as laid out in the cotutelle agreement.

Variations to candidature for Cotutelle and Joint PhD enrolments

In accordance with the standard operating practises and governed by the respective HDR (Higher Degree by Research) policy, any variation to candidature for Cotutelle and Joint PhD Program Candidates will be administered through the Graduate Research School and UniSQI (contract management and compliance perspective).

[Higher Degree by Research Student Policy - University of Southern Queensland \(unisq.edu.au\)](https://www.unisq.edu.au/research/higher-degree-by-research-student-policy)

[Higher Degree by Research Student Progress Procedure - University of Southern Queensland \(unisq.edu.au\)](https://www.unisq.edu.au/research/higher-degree-by-research-student-progress-procedure)

[Higher Degree by Research Confirmation of Candidature Schedule - University of Southern Queensland \(unisq.edu.au\)](https://www.unisq.edu.au/research/higher-degree-by-research-confirmation-of-candidature-schedule)

[Higher Degree by Research Supervision and Student Support Procedure - University of Southern Queensland \(unisq.edu.au\)](https://www.unisq.edu.au/research/higher-degree-by-research-supervision-and-student-support-procedure)

Cotutelle and Joint PhD Operative Principles and Considerations

Application, Enrolment and Admission

Each Institution acknowledges and agrees that before any student is enrolled at either Institution to participate in the Cotutelle/Joint Program, the Institutions and that **Proposed Candidate** must enter into a Student Agreement. University of Southern Queensland will facilitate signing of the Student Agreement.

Cotutelle/ Joint PhD Program Expenses

Proposed Candidates are responsible for the financial costs associated with participating in the Cotutelle/Joint PhD Program including: costs related to language proficiency testing ,international travel and domestic travel; travel documentation, visa application and meeting all visa requirements; accommodation, meals and living expenses; applicable student association fees; textbooks, stationery, laboratory fees and other ongoing study costs; medical/health and personal injury insurance as required by each university and country of destination; travel insurance; personal travel within the country of destination; costs associated with dependents including education and living expenses; and all other debts and incidental expenses incurred in participating in the Cotutelle/Joint PhD Program.

Intellectual Property

The parties agree that **Proposed Candidates** will retain copyright in the thesis and any other works, documents, items, or things created as part of the Cotutelle/Joint PhD Program (Student Works) which are created solely for assessment purposes. Each university may require the student to deposit such number of copies of the thesis as are required by its regulations.

Research Integrity and Ethical Clearance

While enrolled at University of Southern Queensland, **Enrolled Candidates** must comply with the Australian Code for the Responsible Conduct of Research, relevant external and internal ethical guidelines and with all University of Southern Queensland [rules, policies, and procedures](#). All students of University Southern Queensland must be aware of and comply with the University's research ethics policies and procedures about [the gathering and use of data](#).

Insurance Policy

The University of Southern Queensland provides Personal Accident Insurance and Travel Insurance to **Enrolled Candidates** during studies at University of Southern Queensland. Full insurance policy details can be found at the University of Southern Queensland Financial Services [website](#).

Outbound students departing University Southern Queensland, going to **Partner/Institute**, are required to purchase and maintain any compulsory health insurance of **Partner Institute's** country for themselves and any accompanying dependents while in **Partner Country**.

Risk Management Policy and Procedure

Proposed Candidates and Supervisors should be aware of the Risk Management policy and procedure at University of Southern Queensland and the relevant corresponding policy at the Proposed Partner/Institute.

[Risk Management Policy and Procedure - University of Southern Queensland \(unisq.edu.au\)](https://www.unisq.edu.au/risk-management-policy-and-procedure)

Human Research Ethics Policy and Procedure

Proposed Candidates and Supervisors should be aware of the Human Research Ethics policy and procedure at University of Southern Queensland and the relevant corresponding policy at the Proposed Partner/Institute if the research project will involve human research.

[Human Research Ethics Procedure - University of Southern Queensland \(unisq.edu.au\)](https://www.unisq.edu.au/research/ethics-procedure)

Human Research Ethics Application

[Applications and reports - University of Southern Queensland \(unisq.edu.au\)](https://www.unisq.edu.au/research/ethics-application)

Animal Wellbeing and Ethics Research Policy and Procedure

Proposed Candidates and Supervisors should be aware of the Animal Wellbeing and Ethics policy and procedure at University of Southern Queensland and the relevant corresponding policy at the Proposed Partner/Institute if the research project will involve animal research.

[Animal Wellbeing and Ethics Policy - University of Southern Queensland \(unisq.edu.au\)](https://www.unisq.edu.au/research/ethics-policy)

Animal Wellbeing and Ethics Application

[Applications and reports - University of Southern Queensland \(unisq.edu.au\)](https://www.unisq.edu.au/research/ethics-application)

Biosafety Policy and Procedure

Proposed Candidates and Supervisors should be aware of the Biosafety policy procedure at University of Southern Queensland and the relevant corresponding policy at the Proposed Partner/Institute if the research project will involve the use of biological materials.

[Biosafety Procedure - University of Southern Queensland \(unisq.edu.au\)](https://www.unisq.edu.au/research/biosafety-procedure)

Biosafety Procedure and Application

[Biosafety Process - University of Southern Queensland \(unisq.edu.au\)](https://www.unisq.edu.au/research/biosafety-process)

Useful links

[University of Southern Queensland Graduate Research School](https://www.unisq.edu.au/graduate-research-school)

[University of Queensland Cotutelle and Joint PhD website](https://www.unisq.edu.au/cotutelle)

[University of Queensland Cotutelle and Joint PhD Online Application Portal](https://www.unisq.edu.au/cotutelle-portal)

[The Australian Government – Tertiary Education Quality and Standards Agency \(TEQSA\) Guidance Note](https://www.teqsa.gov.au/guidance) provides an information overview of the operation of Cotutelle and Joint PhD programs.