

FACULTAD DE BIOQUÍMICA Y CIENCIAS BIOLÓGICAS UNIVERSIDAD NACIONAL DEL LITORAL SANTA FE, ARGENTINA

BINATIONAL PHD PROGRAMME

PHD IN BIOCHEMISTRY AND APPLIED BIOLOGY

REGULATIONS

THE SCOPE AND PURPOSE

Article 1:

This Binational PHD Programme aims to train university graduates at the highest academic level, enabling them to generate original scientific knowledge of both basic and applied nature in the areas of Biochemistry and Biology applied through a systematic training programme that integrates a sequence of high level courses with simultaneously unprecedented and creative research, requiring the realisation of personal and original contributions, within a framework of academic excellence. In addition, it will enable students to enrich their training with a fourth-level intercultural and international experience.

GENERAL ORGANISATION

Article 2:

The PhD in Biochemistry and Applied Biology (DBBA) is a binational PhD programme, whose academic venues are the Facultad de Bioquímica y Ciencias Biológicas at Universidad Nacional del Litoral (FBCB-UNL), Argentina, and the Bereich Mathematik und Naturwissenschaften (Faculty of Sciences - FC) at Technische Universität Dresden (TUD), Germany. The administrative headquarters in Argentina is the FBCB-UNL.

It has a customised curriculum, comprising higher education courses, and seminars on the research and implementation of a doctoral thesis, which must reflect the original contributions made through the research work under the guidance of a team consisting of researchers from both institutions.

The Academic Board of the career will comprise Directors of the career (in Argentina and Germany), the Academic Committee (AC-DBBA), and the Staff of Teachers (Principals and teachers of higher education courses and Directors of Thesis of both countries). The scientific and academic aspects of the career and its development will be in charge of the CA-DBBA, whose objectives, composition and functions are established in the Rules of the Committee (Annex I). This will advise the governing bodies of both institutions as to who will be responsible for the resolution aspects. The Board of FBCB will be responsible for making the administrative-academic decisions based in Argentina.

OF ACADEMIC TITLE

Article 3:

The academic title given by the Universidad Nacional del Litoral to those who have completed all the requirements of the Doctorate Programme in Biochemistry and Applied Biology is "Doctor in Biochemistry and Applied Biology".

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The Bereich Mathematik und Naturwissenschaften at Technische Universität Dresden will give the degree of Doctor rerum naturalium (Dr. rer. Nat.).

These titles, which belong to the highest degree at the Universidad Nacional del Litoral (UNL) and at the Technische Universität Dresden (TUD), will only have academic value and will not enable professional activities.

REQUIREMENTS AND MECHANISMS OF REGISTRATION AND ADMISSION TO THE PROGRAMME

Article 4:

Students who wish to apply to register as candidates must possess a university degree of Biochemist, Biotechnologist, or other title related to the issue of the programme issued by Argentine universities recognised by the competent authority and the graduates of the Master in Biology having completed the Bachelor in Biology or Molecular Biotechnology of the TUD.

Article 5:

The application for registration to the programme in the UNL will be made by a letter addressed to the Dean of the Facultad de Bioquímica y Ciencias Biológicas, and it will result in opening a file in which all the actions will be settled giving rise to the application of this Regulation. The application must include:

- **5.a.** *Curriculum vitae* of the applicant, which shall be an affidavit.
- **5.b.** The applicant needs to present Certificate of Academic Average greater than 7 according to the current grading scale of the UNL.
- **5.c.** Certified copy of a university degree, attaching a copy of the detailed studies for graduates of other national universities, not for graduates from the UNL. Applicants from foreign universities must submit the plan on the basis of the analytical studies on which they were given the degree. In this case, the documents establishing the bachelor's degree and master's degree must be legalised in the country of origin by the pertinent education authority, Ministry of Education or the like, the Argentine Consulate in that country or the Apostille of The Hague will be placed.
- **5.d.** A brief overview and background in the subject area wherein the thesis (in Spanish and English) is presented simultaneously in both printed and electronic format and shall contain the following information:
 - i. Title
 - **ii.** Brief description of the original project contribution
 - iii. Workplaces, available facilities, funding sources.
- **5.e.** The application will be supported by the Directors of Thesis (Argentine and German) proposed by the candidate. This endorsement implies the commitment by the Directors to assume the obligations of academic supervision and, in particular, of the terms and obligations under this Regulation.
- **5.f.** The CVs of the candidates shall be according to the instructions given in Annex III. The information contained therein shall be an affidavit.
- **5.g.** Attachment of the certification for the required level of English knowledge.

The registration of the applicant at the Technical University of Dresden implies that the applicant must complete the respective requirements of the institution.

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Article 6:

The CA-DBBA will consider the documentation submitted in the application form, will evaluate the background of the Argentine candidate and will conduct an interview.

Within a maximum period of 60 working days of the presentation made, the CA-DBBA should make a proposal of:

1. Acceptance,

2. Acceptance subject to the approval of examinations and/or remedial courses,

3. Rejection founded.

Upon acceptance of the application for registration, the CA-DBBA will appoint a Monitoring and Evaluation Committee in accordance with Article 11 of this Regulation.

If the registration of the applicant was rejected, he/she may correct the aspects that were the cause of the rejection in order to be granted a reversal.

Article 7:

Once the registration is organised, within a period of six months, the applicant must submit the final thesis plan which should include the following aspects:

- i. Title
- ii. Introduction
- iii. Goals
- iv. Brief description of the original project contribution
- v. Methodology and timetable
- vi. Workplace, available facilities, funding sources and dedication of the applicant.

The activities to be carried out in each country must be distinct.

The CA-DBBA presentation will analyse and recommend to the authorities of the FBCB the final admission of the candidate.

ACADEMIC SYSTEM AND CURRICULUM

Article 8:

The PhD in Biochemistry and Applied Biology is a programme with a personalised study modality. It includes the approval of higher education courses, a seminar in each of the academic career offices, TUD and UNL, and the realisation of a doctoral thesis under the supervision of an academic team formed in accordance with the Article 12.

Article 9:

The academic activities are structured on the basis of academic credit units (UCA). UCA equals 15 hours of academic activities supervised by teachers.

The complete cycle of doctoral studies requires at least a total of one hundred (100) units of academic credit (UCAs), comprising:

9.a. Higher Education courses, having to comply with the attendance and approval of the same by a minimum of 195 hours equivalent to thirteen (13) UCAs. Courses must provide adequate training for the doctoral candidate, completing the previous background.

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The students must complete a stay at the Technical University of Dresden, for students enrolled in UNL or the Universidad Nacional del Litoral, to students enrolled in TUD, for a period until 12 months. During that period, at least one (1) course of advanced training and research activities in the framework of his/her thesis must be approved.

- **9.b.** Present at each site, and UNL TUD, a seminar on the thesis work. The seminar will confer in each case 1 UCA.
- **9.c.** Approve a course in the language of the other country (German for Argentine students and Spanish to German students); the course will not grant academic credit units.
- **9.d.** Post some of the core content of the thesis in journals with international circulation of recognised scientific value in their subject area of which an expert peer review of the content has already published. The work will be published or accepted for publication as a prerequisite for the presentation of the thesis referred to in paragraph 9.e.
- **9.e.** Doctoral Thesis in Biochemistry and Applied Biology has to be a work of creative and unpublished research involving an effective contribution to the advancement of knowledge on the chosen topic. For the oral defence and approval, a total of eighty-five (85) UCAs will be assigned.

Article 10:

In the month of March of each year, the PhD candidate will present at the Posgraduate Direction of Facultad de Bioquímica y Ciencias Biológicas, for consideration by the CA-DBBA, an annual report on his/her activities in the programme; it has to be printed and in electronic format and must contain:

1. Title of the thesis work, name and surname of the candidate, directors and date of admission to the programme.

2. Postgraduate approved courses for which he/she requests accreditation.

In the case of courses that were not taught in the faculty, you must provide the information required in Art.17 for the accreditation.

3. List of Publications and/or presentations to Congress, with the relevant documentation attached.

4. Internships at other research centres in the country or abroad with a brief indication of the activities and whether they have resulted in joint productions.

5. Status of the thesis. This report must present the background, hypothesis and objectives, followed by a description of the methodology, results and preliminary conclusions. You must specify the percentage of completion and it has to be completed with a schedule of activities to develop in the coming year.

Article 11:

The PHD programme in Biochemistry and Applied Biology will have a maximum of four (4) years to be counted from the admission of the applicant.

Any request for an extension for the presentation of the thesis must include the request for reinstatement and have the informed endorsement of the members of the committee of monitoring and evaluation. This procedure shall be resolved by the Board of FBCB, with the advice of CA-DBBA.

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REQUIREMENTS TO BE MET AND FUNCTIONS OF DIRECTORS OF THESIS

Article 12:

Thesis Directors shall be professors and/or researchers with a strong background in the specialty chosen, with the highest academic degree or equivalent training, and demonstrate competence in their role through publications in refereed journals with international circulation and background training in Human Resources, especially postgraduate. They must also comply with all the requirements of the General Regulations of the UNL Level IV.

Here are the specific functions of the Directors:

1. Develop a thesis plan with the student.

2. Propose the curriculum (courses) that seem convenient for the proper preparation of the student.

3. Provide the necessary material means to develop the research.

Article 13:

The thesis directors may quit their function by presenting a well-founded written reason. In this case, the student must apply for the appointment of another director. The student, meanwhile, may request the change of a director by duly justifying his/her request. All of these procedures will be considered by the CA-DBBA, which advises the Board of the FBCB.

If the director of thesis leaves the UNL definitely, the Board of Directors may authorise the FBCB to change the workplace of the candidate or the continuation thereof in the UNL under another direction.

Article 14: Registration

The candidate will be enrolled at both universities. During the study period at the university, they will not be paid the academic fees. The candidate will be personally responsible for their health insurance and their livelihoods during the study period exchange and the development of his/her career, being that the universities are exempted from any financial obligation to the student.

REQUIREMENTS OF PERMANENCE AS A STUDENT OF THE PROGRAMME

Article 15:

15.a. The conditions of withdrawal from university:

- i. Failure in the annual re-enrolment in the Graduate Student System at UNL.
- ii. The rating as "not acceptable" in two (2) annual reports.
- iii. Failure to pass the course of foreign language taught at the foreign university.

iv. The expiration of the maximum duration of the programme, four (4) years. With the presentation of a well-founded request of the PhD candidate with the guarantee of his/her thesis directors, the CA-DBBA may recommend to the board the granting of an additional period which shall not exceed one (1) year.

15.b. Anyone who has lost his/her status as a PhD student for any of the reasons specified in this Regulation can request readmission to the programme only once and with the approval of the directors. The CA-DBBA shall advise the CD FBCB about it.

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MONITORING AND EVALUATION COMMITTEE

Article 16:

The Monitoring and Evaluation Committee (Examination Board) of each student will consist of at least four (4) teacher-researchers, two of whom are directors of thesis, one in each institution (Argentina and Germany); the remaining members may be experienced teacher-researchers working on the subject belonging to either of the two institutions involved in the programme, TUD and UNL, or other institution that accredits academic prestige.

This Committee shall be responsible for monitoring the student during the thesis work, directing in a way that ensures their work reaches the necessary scientific hierarchy for which it is responsible for the evaluation of the Annual Reports and finally authorise or reject the final presentation of the Thesis.

COURSES OFFERED IN THE FIELD OF UNL

Article 17:

The postgraduate courses completed by the PhD candidate will be accredited if they meet the following requirements:

- **17.a.** They must belong to the PhD programme, which must be endorsed by both thesis supervisors (Argentine and Germany).
- **17.b.** Be approved by the Board of FBCB as a postgraduate PhD course (according to regulations).

Postgraduate Courses developed in other faculties of the Universidad Nacional del Litoral or other universities and institutes in the country or abroad may be accredited by the CA-DBBA. For this, the PhD student must inform the programme, the CV of the director of the course, the workload, the evaluation system, place, certifying if it belongs to the curriculum of an accredited doctorate programme in the case of Latin American universities.

The CA-DBBA assigns the corresponding UCAs taking into account the following criteria:

- one (1) UCA equals 15 hours of academic activity.
- courses of a workload less than 30 hours will not be assigned credits.
- \bullet the maximum UCAS to assign a course will be four (4) even when it has a workload of more than 60 hours.
- · courses aprobated and calificated in the current grading scale of the UNL

The courses may be offered in Spanish or English. If the dictation is in the Spanish language, teachers should give English material to the foreign students and exams must be taken in English.

Article 18:

The doctoral student may apply for recognition and the granting of credits for postgraduate courses completed previous to the registration, whether they have been given at the UNL or other prestigious academic institutions. The courses may be accepted only if they have an affinity with the thesis topic and are endorsed by the Directors. The CA-DBBA

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shall propose to the Board of FBCB the acceptance or rejection of the request and, if it is accepted, the number of academic credits to recognise in total may not exceed four (4). There will be considered only those postgraduate courses approved within two (2) years preceding the date of admission to the programme.

PLACES OF IMPLEMENTING THE WORK OF THESIS

Article 19:

For applicants who enrol in the FBCB, the place of performance may be all the research fields at UNL which the CA-DBBA considers they would be suitable for the thesis work. A minimum period of 12 months should be completed at the Technical University of Dresden.

REQUIREMENTS TO FULFIL THE THESIS

Article 20:

Once the research is finished, the Monitoring and Evaluation Committee CAT will advise the writing of the manuscript of the doctoral thesis.

The development of the thesis manuscript must be complete and include:

1. Summary of no more than 600 words and no fewer than 400. In Spanish, English and German languages.

- 2. Hypothesis, general and specific objectives of the thesis.
- 3. The facts related thereto and the state of the art.
- 4. Methodology used to achieve the objectives.
- **5.** Results Achieved.
- 6. Review of the results achieved and the divergent views.
- 7. Conclusions.
- 8. Consulted bibliography cited according to international standards, e.g. Elsevier.

If necessary, and in order to better understand the manuscript, another organisation may be adopted, such as chapters. In each section, the respective content will be developed, taking into account that the need for conciseness should not lead to the omission of important details to determine authorship for the above. In the case of opting for an organisation into chapters, it should include a general conclusion of the thesis work.

Article 21:

The thesis must be written with the following general guidelines:

1. Cover with the following legends: UNIVERSIDAD NACIONAL DEL LITORAL FACULTAD DE BIOQUÍMICA Y CIENCIAS BIOLÓGICAS

TECHNISCHE UNIVERSITÄT DRESDEN BEREICH MATHEMATIK UND NATURWISSENSCHAFTEN

Thesis presented as part of the requirements of the UNL, to obtain the Academic Degree: Doctor in Biochemistry and Applied Biology / Doctor Rerum Naturalium

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Title of the Thesis:		
Places of execution:		
Name and surname:		
Name and surname of the Argentine Director of the thesis:		
Name and surname of the German Director of the Thesis:		
Year of submission:		

- 2. Acknowledgements
- **3.** Table of contents. No Index of tables and figures should be included.
- **4.** Content pursuant the provisions of the Article 20, printed on A-4 size IRAM, written with enough margin to provide further binding. 1.5 line spacing. Duplex prints will be accepted in quality paper equal to or greater than 80 g.

EVALUATION OF THE THESIS

Article 22:

Once the Monitoring and Evaluation Committee has accepted the final version of the manuscript thesis and the student has met all of the requirements under Article 9 inc. a, b, c and d, the candidate may request the Dean with the approval of its directors, the constitution of the jury that will evaluate the doctoral thesis.

The CA-DBBA proposes the jury members to the Board of FBCB. The jury will be composed of three members as full members and two supply members. In all cases, the professors or researchers must be of recognised prestige in the specialty of the thesis and they must meet the same requirements established for Thesis Directors.

Among the regular members of the jury, there will be the members of the monitoring and evaluation committee that have not been directors of the thesis, plus an external member to the two universities. At least one of the full members must be from the University of Dresden.

The applicant shall deliver a copy of the manuscript of thesis in the Department of Graduate FBCB who will put it under consideration of the CA-DBBA. They will review the formal aspects of the issue and make the appropriate recommendations. When the manuscript meets the requirements of this Regulation, the CA-DBBA through the Posgraduate Direction of the Facultad de Bioquímica y Ciencias Biológicas will send it to the jury.

Article 23:

23.a. Each of the jury members shall issue a reasoned judgement, individual and written of the manuscript thesis, opinion which shall state whether, in their opinion, the manuscript should be:

• Accepted without modification:

It is recommended to pass the instance of the oral and public defence.

• Accepted for defence with minor changes:

This means suggested corrections <u>are minor</u>, but <u>must be answered and included in</u> <u>the manuscript of doctoral thesis</u> as a prerequisite to the act of oral defence and public or to the granting of the title, being at the discretion of the CA-DBBA this decision.

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• Returned for corrections:

This means that the corrections to be performed involve <u>substantial comments</u> on the content of the doctoral thesis. All <u>must be answered and included in the manuscript</u> of the doctoral thesis. The answers to these substantial comments and/or their corresponding amendments in the manuscript will be sent to the jury for revaluation, as a prerequisite to the act of oral and public defence.

• Rejected:

This means that the <u>manuscript is not in a position to be approved</u>, that there are drawbacks to the proposition of work in terms of originality, methodology, discussion and/or conclusions.

The PhD student must respond in writing to the comments made by each member of the jury.

- **23.b.** Jury members have a period of thirty (30) working days to issue its opinion, which may be extended for a second period of thirty (30) business days. End of these periods, the return of the manuscript to anyone who is in default shall be required, and request the Board to rescind its designation, appointing a replacement.
- **23.c.** All opinions that are not founded will be returned by the CA-DBBA to a member of the Jury, who will have a period of fifteen (15) days to substantiate it. After this period, you shall require the return of the manuscript, and request the Board to rescind its designation, appointing a replacement.
- **23.d.** If the jury rejects the submitted manuscript, the PhD student will have the option to submit a new manuscript within one (1) year, which will be evaluated as established in the preceding paragraphs. If this new manuscript was not submitted on time, or if it was again rejected by the jury, the PhD student will lose their status as such.

Article 24: Oral presentation of thesis work

- **24.a.** When the resulting thesis written work is accepted by most members of the jury, the CA-DBBA requests the Dean to set the date for the PhD student to defend it in a public session. After a free exposure of not more than forty-five minutes of the PhD student, the Jury must promote a debate on the content of the thesis. This debate will consist of two parts: the first, only the PhD candidate and members of the jury may participate. After the PhD candidate demonstrates his/her ability to respond to the questioning of the jury, in the second part the discussion will be open to the rest of the audience, including the thesis directors.
- **24.b.** After the oral defence of the thesis, the Jury will write and endorse an Act with its opinion, to be read to the PhD candidate by one of the jurors. In the act there will be the opinions of the majority and the minority, if any, and the score obtained on the basis of the current grading scale in the area of the Universidad Nacional del Litoral.
- **24.c.** If the majority of the Jury would reject an oral defence, it will be passed to a recess within thirty (30) days to reiterate the defence.
- **24.d.** The Board will consider the opinion of the jury after intervention by CA-DBBA, and if it is approved, it will confer the candidate the title of Doctor in Biochemistry and Applied Biology and it shall authorise the organisation of the diploma. Alongside this act, it shall be communicated to the Technical University of Dresden, which must apply before the relevant bodies to grant the title of Doctor rerum naturalium.

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24.e. The views expressed by the PhD student, before or after the approval of the thesis are his/her sole responsibility and they do not commit the university, or their institutes, nor the jury.

Article 25: Copies of the final Thesis Work

After the oral defence of the thesis, the PhD student must submit to the FBCB two (2) copies of the written thesis work in its final version. The PhD Faculty will return one (1) copy, which shall carry the approval, citing the number of the relevant board resolution and the list of the members of the jury. The other copy will be sent to the Faculty Library.

The copies of Thesis presented, approved or not, belong to the faculty.

Moreover, and in compliance with the provisions on this in the Regulation of the Fourth Level of the UNL, the authors should deliver a digital version of the thesis to the Department of the Electronic Library of the Universidad Nacional del Litoral, according to the procedure.

They must also comply with the requirements established about the TUD for granting the title.

PROTECTION OF RESEARCH TOPIC

Article 26:

The protection of the thesis topic as well as the publishing, exploitation and protection of the research results of the doctoral research at both institutions are subject to the regulations in force in the two countries.

GENERAL PROVISIONS

Article 27:

Any situation not covered by this Regulation shall be considered by the CA-DBBA, according to the General Rules of IV level of the UNL and the agreements signed with the Technical University of Dresden, which suggest the measures to be taken to the Board of FBCB and will then decide on it.

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ANNEXI

REGULATION OF ACADEMIC COMMITTEE THE PHD PROGRAMME IN BIOCHEMISTRY AND APPLIED BIOLOGY (CA-DBBA)

Article 1: Objectives

The Academic Committee of the Doctorate in Biochemistry and Applied Biology (CA-DBBA) shall advise the Board of the Facultad de Bioquímica y Ciencias Biológicas and TUD regarding everything that concerns the continuity, scientific and academic level of the programme, according with the existing regulations.

Article 2: Integration of CA-DBBA

The CA-DBBA shall consist of six (6) members. They must have the academic degree of Doctor and belong to the Academic Board of the School. Three (3) members shall be from FBCB-UNL, and three (3) from FC-TUD.

The Programme Director at UNL must be a member of the CA-DBBA and act as coordinator, being the link with the Postgraduate Direction of the FBCB.

Article 3: Appointment of members of the CA-DBBA

The six (6) members of the CA shall be appointed by the Board on a proposal of the Dean.

The Programme Director will act in the organisation, coordination and management of the academic career. Members of CA-DBBA last four (4) years in office and may be reappointed.

Article 4: Operation of CA-DBBA

The CA-DBBA run continuously during the academic year and shall be convened by the Coordinator. The quorum for the operation is four (4) members. Decisions are approved by simple majority. In case of a tie, the decision will be the responsibility of the Director of the Programme.

Article 5: Duties of the CA-DBBA

The functions of CA-DBBA are the following:

- **5.a.** To ensure the proper enforcement of this Regulation.
- **5.b.** To advise the Board of the Facultad de Bioquímica y Ciencias Biológicas regarding the admission, monitoring and egress of students at the Doctorate in Biochemistry and Applied Biology.
- **5.c.** To propose to the Board the approval of proposals for postgraduate courses as part of the curricular offerings of the programme.
- **5.d.** To suggest to the Board the appointment of teachers/researchers who act as principals and teachers of doctoral courses, Monitoring and Evaluation Committee and thesis directors.
- **5.e.** To suggest to the Board the constitution of a Jury for the thesis.
- **5.f.** To issue reports and opinions that require the Dean, the Board or the competent authority to make decisions on each case.
- **5.g.** To be responsible, in collaboration with the postgraduate direction of the processes of evaluation and accreditation of the programme before the competent authorities.

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	www.fbcb.unl.edu.ar



Article 6: Functions of the CA-DBBA

The attributions of the CA-DBBA:

- **6.a.** To have an initial interview with each applicant to the PhD, assessing personal characteristics, the level of training and scientific information, personal goals, and everything else that contributes to acquire background information based on real possibilities to meet the demands of the programme, within the framework of the aims set by the university. The interview will also inform the applicant about the characteristics of the programme and the requirements to get the title. If appropriate, the CA-DBBA may delegate the interview to the Argentine Programme Director.
- **6.b.** To ask the students through the Coordinator, the presentation of reports and antecedents, in regulatory terms and under penalty of sanctions to apply in case of default.

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