DOCTORAL COTUTELLE APPLICATION CHECKLIST
for doctoral students registered at partner university

Before you apply for Cotutelle, make sure the following requirements are met:

☐ Obtain your supervisor’s support from both your home university and Partner University
☐ You are in good standing in your doctoral program
☐ You are within the first two years of your doctoral program
☐ You have read and understood the University of Calgary Doctoral Cotutelle Agreement
☐ You have confirmed with your home university that they are able to participate in the Cotutelle program

Application Steps:

☐ Obtain permission from your home university
☐ Contact the University of Calgary graduate program in which you would like to be a doctoral cotutelle student (list of UCalgary graduate programs)
☐ Find a faculty member at the University of Calgary graduate program who will agree to doctoral cotutelle supervision
☐ If the University of Calgary program agrees to doctoral cotutelle study, apply for admission to the University of Calgary PhD program
☐ Complete the University of Calgary Doctoral Cotutelle Agreement

The following must be included in your Cotutelle Agreement package:

☐ Detailed funding arrangements and time line to completion
☐ A research proposal detailing research schedule and plan
  (you must spend at least 30% of your time in the University of Calgary graduate program)

If Applicable,

☐ Ensure your research complies with both your home university and University of Calgary Ethics regulations.

Upon completion,
  • Submit one copy to the University of Calgary Faculty of Graduate Studies

☐ Complete any other paperwork required by your home university

------------------------------------------------ Wait for Approval ------------------------------------------------

☐ A meeting will be scheduled for you, your supervisors and the Faculty of Graduate Studies, to review the Cotutelle agreement. The Cotutelle agreement cannot be approved and signed until this meeting has taken place.

15 August, 2018