Aplied Physics & Technology

Doctorate Program at Universidad de Salamanca

charla - 4 de mayo de 2022

Contents

- General aspects.
- Obtaining information.
- Formative activities.
- Register of Activities and Research Plan (RAPI).
- Procedures to follow every year.
- Programming your thesis defence.
- Program’s internal calls.

Duration

- A Doctorate is a research plan carried on in

  - Full-time students:

    - 3 years + 1 extension (automatic) + 1 extension (extraordinary) + some months

  - Partial-time studens:

    - 5 years + 2 Extension (automatic) + 1 extension (extraordinary) + some months

Obtaining information

- Official (doctorate school's web page).
  - Contains the latest information on administrative procedures and regulations. In case of contradiction with other sources: Any information here is the valid one.

    https://doctorado.usal.es

Obtaining information

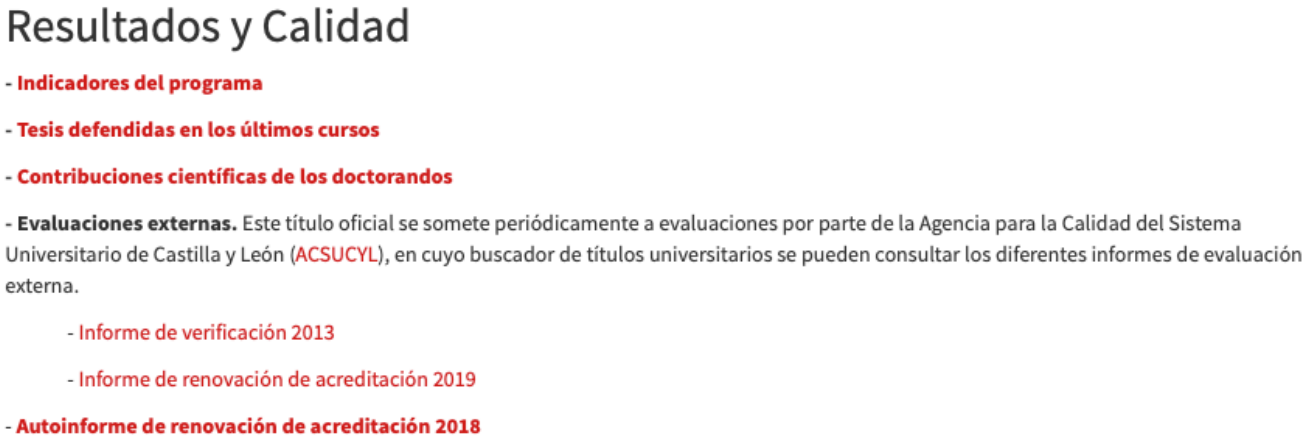
- Oficial (doctorate school's web page).
  - Contains the latest information on administrative procedures and regulations. In case of contradiction with other sources: Any information here is the valid one.

    https://doctorado.usal.es

Obtaining information

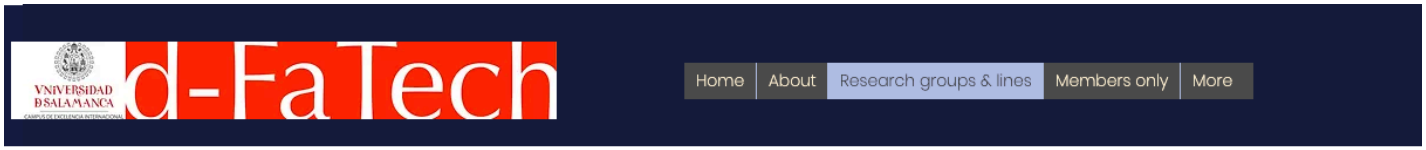
- Oficial (Doctorate Program's web page).
  - Contains the official information of the program: Inscription procedures. General information on results, organization…

https://doctorado.usal.es/es/doctorados



Obtaining information

- “Unoficial” page. https://dfatech.wixsite.com/site
  - Contains more flexible information on



Professors & research lines.

Hide fields | Filter | Group | Sorted by 1 field

	Name	Afiliación: Departamento. Institución.	Línea de investigación #1 (english)
1	Alonso Fernández, Benjamín	Dep. Física Aplicada. Universidad de Salamanca.	Characterization of ultrashort laser puls..
2	Amado Montero, Mario	Dep. Física Fundamental. Universidad de Salamanca.	Two-dimensional materials and thermoe..
3	Calvo Gallego, Jaime	Departamento de Informática y Automática	Nanotechnology, Terahertz (THz), RADA..
4	Calvo Hernández, Antonio	Dep. Física Aplicada	Plantas de concentración solar híbridas

Obtaining information

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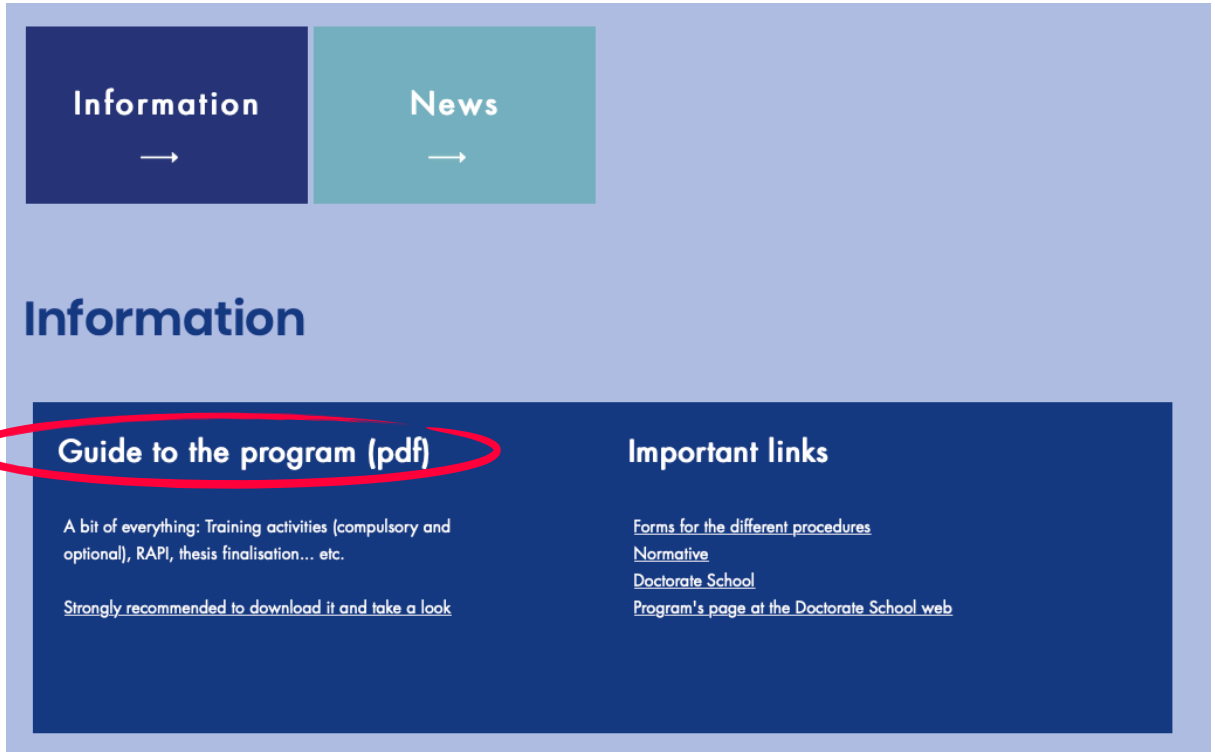

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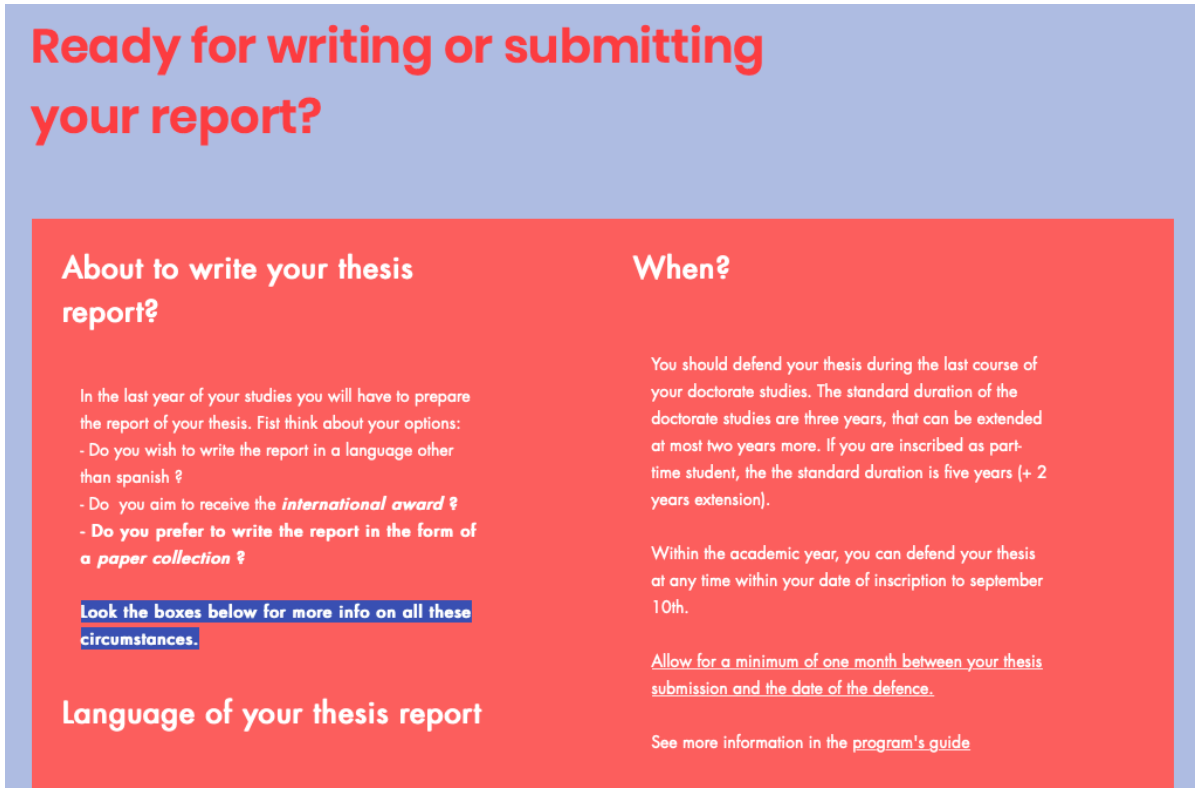


Ready for writing or submitting your report?

About to write your thesis report?

In the last year of your studies you will have to prepare the report of your thesis. Fist think about your options:
- Do you wish to write the report in a language other than spanish ?
- Do you aim to receive the ***international award*** ?
- **Do you prefer to write the report in the form of a *paper collection* ?**

Look the boxes below for more info on all these circumstances.

Language of your thesis report

When?

You should defend your thesis during the last course of your doctorate studies. The standard duration of the doctorate studies are three years, that can be extended at most two years more. If you are inscribed as part-time student, the the standard duration is five years (+ 2 years extension).

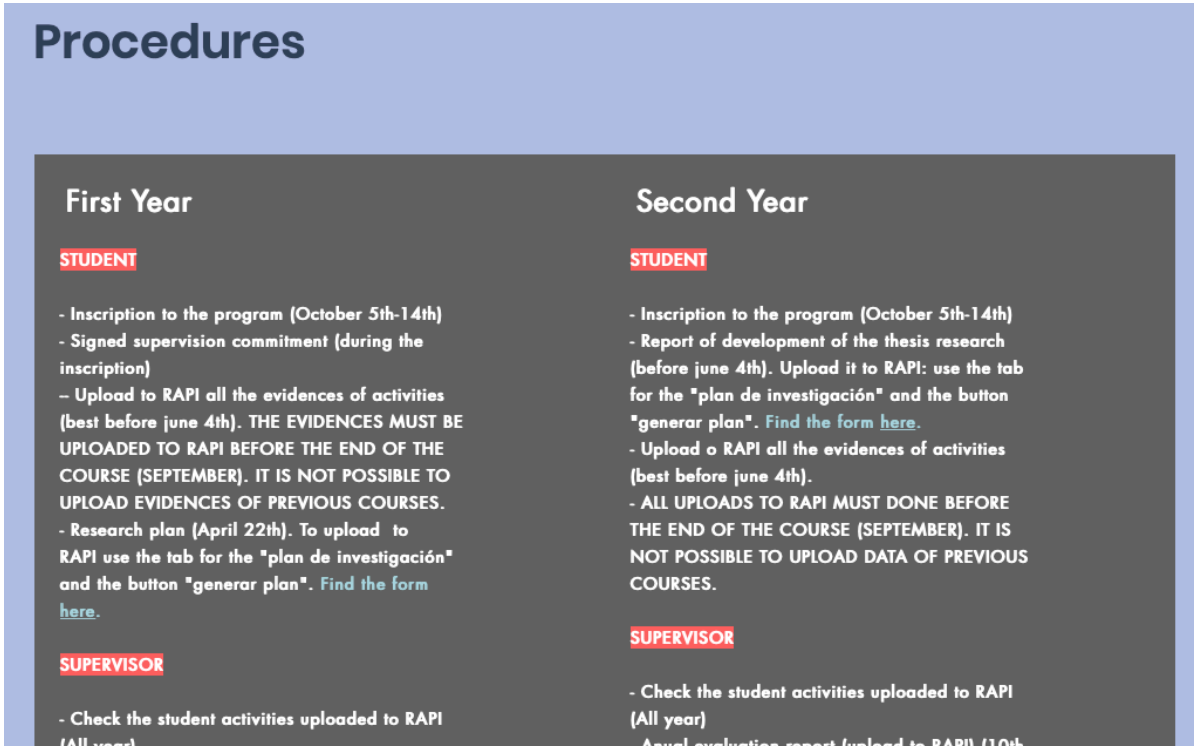
Within the academic year, you can defend your thesis at any time within your date of inscription to september 10th.

Allow for a minimum of one month between your thesis submission and the date of the defence.

See more information in the program's guide

Obtaining information

- “Unoficial” page. https://dfatech.wixsite.com/site



Procedures

First Year

STUDENT

- Inscription to the program (October 5th-14th)
- Signed supervision commitment (during the inscription)
– Upload to RAPI all the evidences of activities (best before june 4th). THE EVIDENCES MUST BE UPLOADED TO RAPI BEFORE THE END OF THE COURSE (SEPTEMBER). IT IS NOT POSSIBLE TO UPLOAD EVIDENCES OF PREVIOUS COURSES.
- Research plan (April 22th). To upload to RAPI use the tab for the "plan de investigación" and the button "generar plan". Find the form here.

SUPERVISOR

- Check the student activities uploaded to RAPI

Second Year

STUDENT

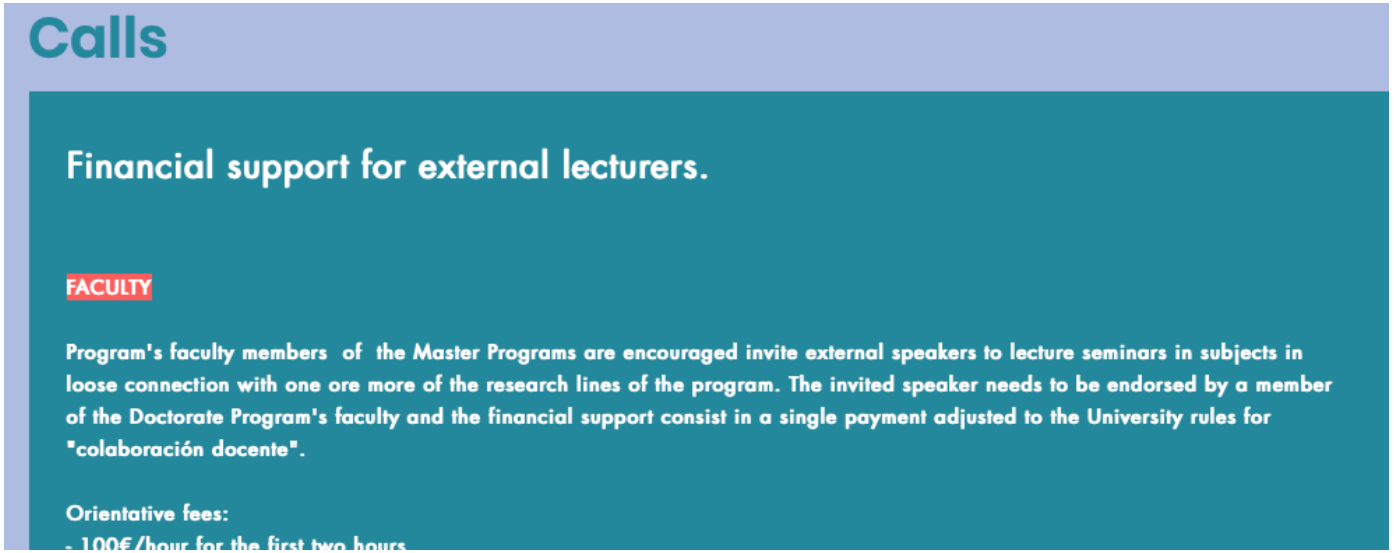
- Inscription to the program (October 5th-14th)
- Report of development of the thesis research (before june 4th). Upload it to RAPI: use the tab for the "plan de investigación" and the button "generar plan". Find the form here.
- Upload o RAPI all the evidences of activities (best before june 4th).
- ALL UPLOADS TO RAPI MUST DONE BEFORE THE END OF THE COURSE (SEPTEMBER). IT IS NOT POSSIBLE TO UPLOAD DATA OF PREVIOUS COURSES.

SUPERVISOR

- Check the student activities uploaded to RAPI (All year)

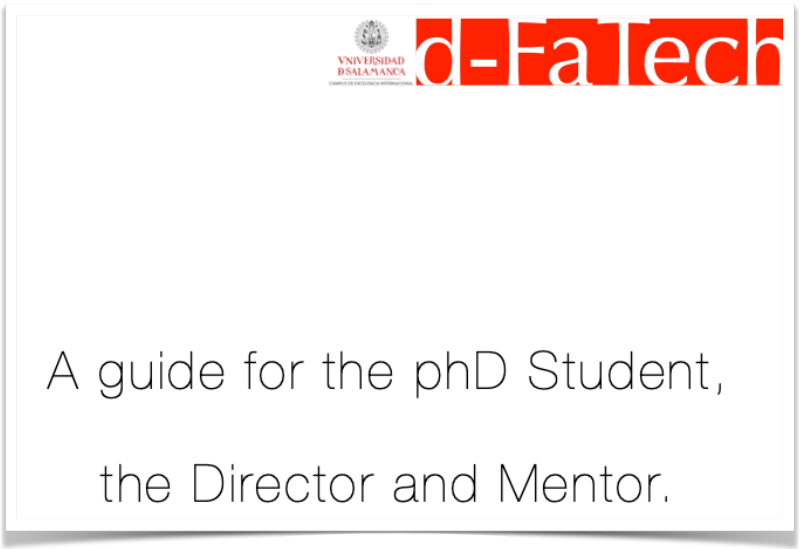
Obtaining information

- “Unoficial” page. https://dfatech.wixsite.com/site



Obtaining information

- Students' guide



List of abbreviations 3

Where may I find information about the Doctorate Program? 3

What is a Doctorate Program (*Programa de Doctorado*) and what training activities are needed to complete it? 4

What is the academic structure of the Program? 6

I would like to join the program. What should I do? 7

Procedures before and during your studies. 8

Thesis submission and dissertation 9

Formative activities

- There are 6 formative activities, some of which are compulsory to obtain your phD degree.
- Before the deposit of the thesis manuscript, the Program's Coordinator will check wether the compulsory activities are documented in RAPI. **The Academic Committee will not allow for a thesis defence unless these activities are properly documented in RAPI.**

Activity 1: Attendance to research seminars (compulsory)

The student must have attended 30 hours of seminars along theeir phD studies. These research seminars are provided by the reserach groups where the student advisor is included.

How to demonstrate it: In their last year of studies, the student must upload to RAPI a single certification from their advisor's stating that the student has attended to >30 hours of seminars and discussions associated.

Formative activities

Activity 2: Regular meetings with the advisors (compulsory)

The student must have scheduled at leas 24h of meetings with their advisors.

How to demonstrate it: In their last year of studies, the student must upload to RAPI a single certification from their advisor's stating that the student has met with them >24 hours.

Activity 3: Attendance to methodological courses (compulsory)

The student must have attended at least 6 h of methodological courses (for instance programming languages, laboratory methods, etc.), during thirs first two years (full-time students) or first four years (part-time students)

How to demonstrate it: During the year where the course has been attended, the student must upload to RAPI the course termination certificate. With a comment on the course content and how this is useful for their studies.

Formative activities

Activity 4: Congress assistance (compulsory unless the student and advisors allagate no finacial resources for this)

The student must have attended at least 20 h of of conferences durig the first three (full-time students) or five (part-time students).

How to demonstrate it: During the year where the conference has been attended, upload to RAPI the details of the conference, inscription certificate and, if a contribution has been made, pdf of the abstract/poster and copy of the conference program or certification that demonstrates the impartition of the conference/poster.

Activity 5: Publications (compulsory)

At least one original scientific contribution or one original technological development (patent)

How to demonstrate it: Upload to RAPI the details of the publication or papent and a copy of it. If not yet published, copy of the editor's acceptance.

Formative activities

Activity 6: Secondments in other research centers or groups (compulsory or not depending on the advisor's decission)

The student must have spent at least 150 hours of stays in other centers

How to demonstrate it: During the year where the stay has beeen done, upload to RAPI certification of the host research center/group and s brief account of the activities done.

RAPI

RAPI is the online Register of Activities and Research Plan.

https://portalservicios.usal.es/RAPI

It contains the information on your activities during your phD years. **You have to be very much aware of two things:**

IMPORTANT THING #1: Before the deposit of your thesis (i.e. starting the procedures for the defence) the Academic Committee will check all the information you have uploaded in RAPI. This information must demonstrate you have completed your formatrive activities, including the information that demonstrates it. **If there is no proper justification of all these activities, the Academic Committee will not allow you to proceed to the thesis defence.**

IMPORTANT THING #2: RAPI does not allow to upload information of years other thant that of the prosent course. **There is no posibility to upload to RAPI activities made in tyhe previouys years.**

RAPI

You have to upload to RAPI:

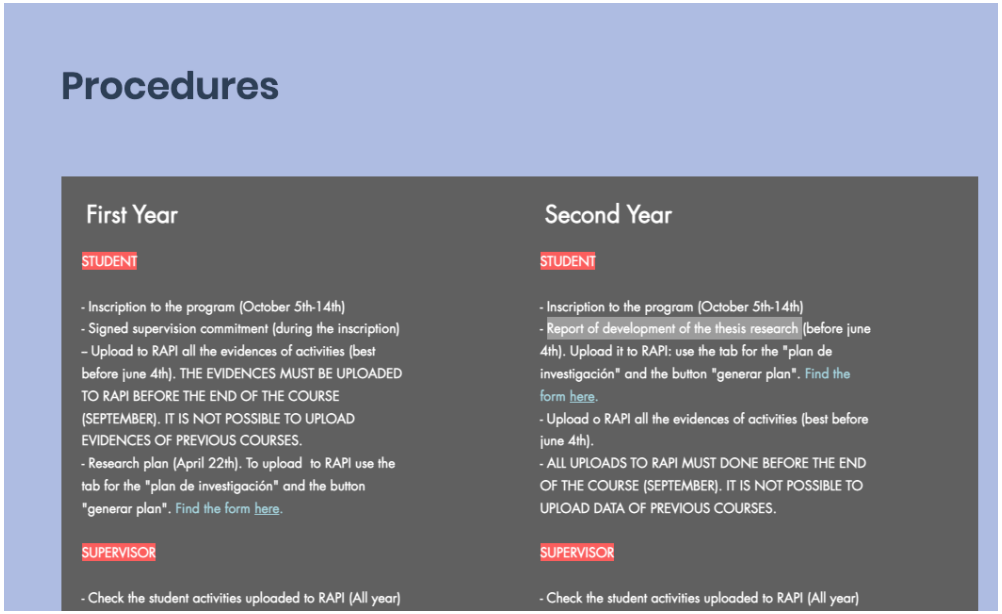
- Information and certificates of the formative activities (**Don’t be lazy:** Upload as much inofrmation as you can).
- Your Research Plan (first year)
- Your Report on the Development of the Thesis Research (second to las year). Use the same tab as for the Research Plan.
- The Annual Evaluation Report writen by your advisor.
- **Check that your advisor has confirmed your uploads!!!**

Procedures to follow every year

Check every year the procedures that you and your advisor have to follow.

You can find and account of these procedures in the Program's web page:

https://dfatech.wixsite.com/site/members-only-procedures



Procedures

First Year

STUDENT

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- Research plan (April 22th). To upload to RAPI use the tab for the "plan de investigación" and the button "generar plan". Find the form here.

SUPERVISOR

- Check the student activities uploaded to RAPI (All year)

Second Year

STUDENT

- Inscription to the program (October 5th-14th)
- Report of development of the thesis research (before june 4th). Upload it to RAPI: use the tab for the "plan de investigación" and the button "generar plan". Find the form here.
- Upload o RAPI all the evidences of activities (best before june 4th).
- ALL UPLOADS TO RAPI MUST DONE BEFORE THE END OF THE COURSE (SEPTEMBER). IT IS NOT POSSIBLE TO UPLOAD DATA OF PREVIOUS COURSES.

SUPERVISOR

- Check the student activities uploaded to RAPI (All year)

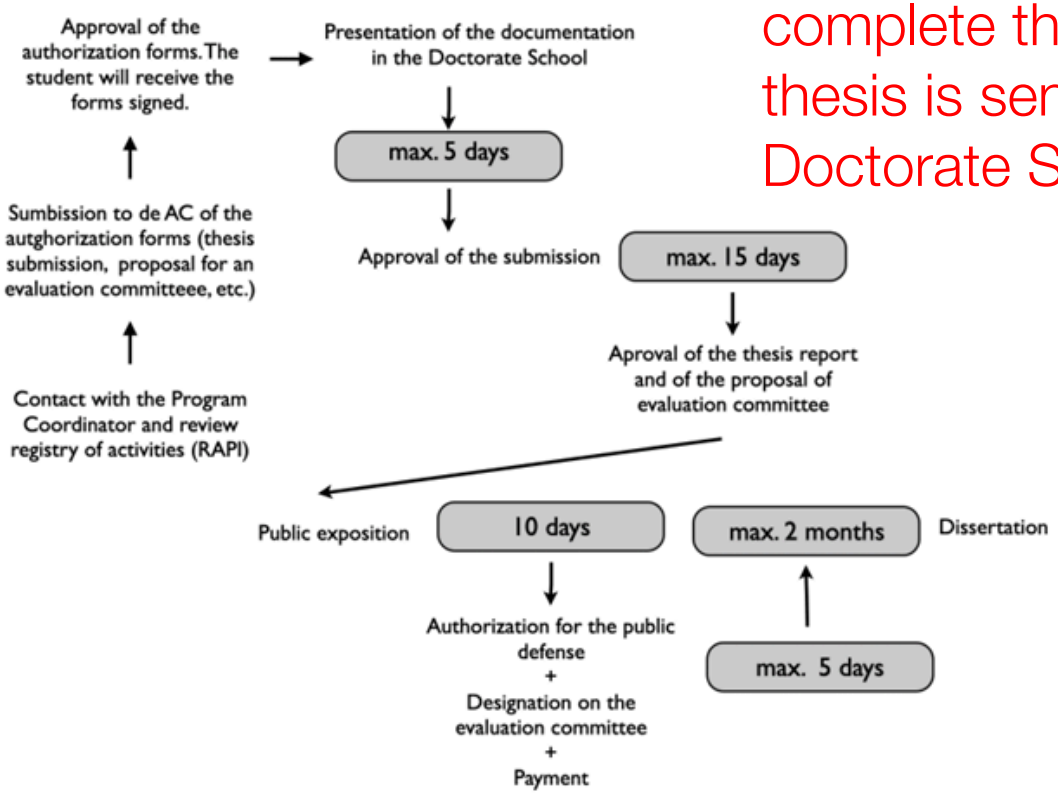
Programing your thesis defence.

You can find the most relevant information of the procedures and options for your thesis report and defence in

https://dfatech.wixsite.com/site/members-only-submision

Programing your thesis defence.

Procedure



Allow 1 **at least** one month to complete the procedure once the thesis is sent for deposit to the Doctorate School

Programing your thesis defence.

Presenting your thesis as article collection:

a) A least three published papers (not proceedings), or accepted for publication, during the years of enrollment to the Doctorate Program. Papers have to be published in JCR journals.

b) The student has to be first author of at least two of the papers.

c) At most two of the members of Thesis Defence Evaluation Commission may be co authors in these papers.

See more info at https://dfatech.wixsite.com/site/members-only-submision

Also there is a brieffing lettter:

https://c4573dab-252a-4e32-b013-2e3de6e7c060.filesusr.com/ugd/23deb4_9e85e1923a5d4980950be77bfa8f0b60.pdf

Programing your thesis defence.

Asking for the international award

a) Before finishing his thesis, the student has to have carried a secondment in nonSpanish research institutions of total minimal duration of three months (it can be fractioned).

b) The complete thesis report or, at least, the summary and conclusions should be written in a language standard for scientific communication, different from spanish or any other official language in Spain. This rule is not applicable if the secondment is carried on in a Spanish-speaking country.

c) The thesis report has to be examined by two phD independent experts from a nonSpanish institution.

d) The defence evaluation committee has to include at least one international phD expert different from the host of the secondment and from the two international experts in part c).

See more info at https://dfatech.wixsite.com/site/members-only-submision

Also there is antother brieffing lettter:

https://c4573dab-252a-4e32-b013-2e3de6e7c060.filesusr.com/ugd/23deb4_05f69d67a6954ee2b183a36fc40d6f1c.pdf

The end….

Questions?