

CHARTER OF DOCTORAL TRAINING

PASTEUR – PARIS UNIVERSITY

INTERNATIONAL DOCTORAL PROGRAM

The Pasteur – Paris University International Doctoral Program (PPUIDP), an international PhD program in life sciences and biomedicine was created in June 2008 between the Institut Pasteur and the following universities: Université Paris Descartes, the Université Pierre et Marie et Curie, and the Université Paris Diderot.

PPUIDP is for students holding a Master's degree (or equivalent) in science, medicine or related fields from a university other than in France.

The charter defines the significant principles laid down by PPUIDP to prepare a thesis, with the goal of promoting a high quality of scientific study and work.

This charter defines the respective rights and responsibilities and the reciprocal obligations of the partners in the doctoral program: the young scientist in doctoral training; the thesis advisor responsible for his or her research project; the head of the research laboratory in which the project is conducted; the Dean and Steering Committee of the PPUIDP.

This charter is to be signed by all the partners.

1. Doctoral Training

Doctoral training is a professional experience that permits one to acquire scientific competence at a high level. It corresponds to: an original and innovative research project also involving designing new methodologies and know-how; a personal plan for continuing education in support of the research project; the development of the professional plans of the young scientist.

The Institut Pasteur participates in the training of the young scientists in the PPUIDP.

2. Recruitment and Enrollment

The thesis advisor and the head of the research laboratory are responsible for the proposal of the doctoral research project at the beginning of the recruitment process and to ensure that the project is: original, suitable for training, innovative, and can be achieved within the time available for thesis research; coherent with the scientific themes and competences of the laboratory.

The final choice of the doctoral research project is made by the agreement of the young scientist and the thesis advisor.

After recruitment by the PPUIDP, in a transparent and fair process with a clear public criteria, the first enrollment in the university will specify the subject of the doctoral project, the laboratory, and the doctoral school. This enrollment will be renewed at the beginning of each academic year.

3. Financing of the Young Scientist and Duration of the Thesis

The standard duration of doctoral training in France is thirty six months, full time. The Institut Pasteur recruits young scientists into the PPUIDP with an employment contract for a fixed term of thirty six months. The employment contract of a young scientist pursuing doctoral training is obligatorily linked to his or her enrollment in the university and the young scientist's academic standing. The young scientist is recruited into the PPUIDP for full time work. Therefore, he or she agrees to devote his/her activities exclusively to doctoral research and to the other activities planned by the PPUIDP.

A prolongation of the duration of doctoral training beyond thirty six months may be granted by the Director of the Doctoral School upon a justified request by the young scientist, with the favorable advice of the thesis advisor, the head of the laboratory in which the research project is conducted, the Thesis Advisory Committee, and the Dean and Steering Committee of the PPUIDP. However, there is no obligation on the aforesaid mentioned to grant such prolongation and it depends solely on their discretion.

In the case of the prolongation of the doctoral training, the Institut Pasteur will be able to extend the employment contract of the young scientist in conformity with all applicable laws and regulations, however, the young scientist's salary will be paid by the hosting laboratory.

4. Commitments of the Young Scientist and the Thesis Advisor

The young scientist commits to devote himself/herself fully to his/her doctoral research project; to keep his/her lab notebook up-to-date; to regularly report to the thesis advisor about the progress of his/her work and to present his/her work at laboratory meetings; to comply with the regulations of the laboratory and of the Institut Pasteur; to wisely use the resources put at his/her disposal and handle all material and lab equipment with due care and diligence ; the young scientist should only access those areas which are authorized for his/her use; the young scientist also commits to respect the confidentiality of information and results and the provisions relating to intellectual property.

The young scientist also commits to develop and deepen the knowledge of his/her research subject by reading the appropriate literature, to contribute his or her own ideas to the development of the project, and to adapt the hypotheses, methods, and analyses of the results to be able to explain and defend his/her research. The young scientist shall understand the theory and master the techniques he/she uses, and will perform his/her experiments with proper care.

Moreover, the young scientist belonging to the PPUIDP agrees to participate in the information and training sessions organized by the PPUIDP, including the journal club, workshops on ethics and scientific communications, the French language course, the annual scientific retreat and other PPUIDP events, and to organize their research work accordingly.

The thesis advisor and the head of the laboratory agree that the young scientist will have time available to participate in all of the activities planned by the PPUIDP.

It is recalled that the head of the laboratory and the thesis advisor will identify and make available to the young scientist the means necessary to accomplish the research project within the time-limit as prescribed Paragraph 3 above. Fully integrated into the laboratory, the young scientist shall have the same access as the permanent scientists at Institut Pasteur to

equipment, bibliographic resources, seminars, conferences and congresses - including international meetings - where the progress of their work may be presented.

5. Supervision and Monitoring of the Research Project

The supervisor commits himself/herself to regularly monitor the doctoral research project of the young scientist and to devote a significant part of his/her time to the effective supervision and guidance of the young scientist in the development of the research project. In doing so, the supervisor must ensure that the young scientist is proactive and gains autonomy during the project. The number of doctoral candidates being guided by the thesis advisor must be communicated to candidates during the recruitment.

With the approval of the Dean of the PPUIDP, a scientist not yet possessing the title of “Habilitation à Diriger des Recherches” (HDR) may co-advise a young scientist in doctoral training under the supervision of a thesis advisor who does have an HDR. This commits both the advisor and the co-advisor to the regular and effective monitoring of the progress of the research work of the young scientist.

In addition, a tutor (mentor) of the young scientist, from a department different from that of the young scientist, will be appointed by the Tutor Committee of the Institut Pasteur, independently of the PPUIDP, to help monitor the welfare of the young scientist. A Thesis Advisory Committee will be created to follow the research and academic standing of each young scientist and offer advice concerning the research project and overall progress towards a Ph.D. It will be composed of an expert from outside the Institut Pasteur, the tutor, a representative of the Doctoral School to which the young scientist belongs, the thesis advisor, and possibly a second expert and the co-advisor of the thesis, if applicable or desired.

The Thesis Advisory Committee will meet at least once a year and as many times as necessary in accordance with the academic standing of the young scientist. The opinions and recommendations of the Thesis Advisory Committee will be communicated to the young scientist, the thesis advisor, the Dean of the PPUIDP, and the doctoral school within two weeks of the Thesis Advisory Committee meeting. In addition, a sub-committee of the PPUIDP Steering Committee will regularly review Thesis Advisory Committee reports. Individual sub-committee members will, when they feel it necessary, bring a Thesis Advisory Committee report to the attention of the full PPUIDP Steering Committee. In the case of a negative Thesis Advisory Committee meeting report, the Dean of the PPUIDP will immediately communicate the full report to the PPUIDP Steering Committee.

6. Academic standing

The PPUIDP is a doctoral program that aims to develop promising young scientists into independent researchers with a high level of academic competence and intellectual caliber. To this aim, the Thesis Advisory Committee will include an evaluation of the academic standing of the young scientist as a component of their Thesis Advisory Committee meeting report.

Young scientists in the PPUIDP may be either 1) in academic good standing, 2) on academic probation, or 3) subject to dismissal. Young scientists are by default in good academic standing if they are making progress towards the completion of the PhD and have completed the necessary requirements of the PPUIDP, as specified in Paragraph 4 above (workshops,

journal club, etc.), and have not been placed on formal academic probation for academic insufficiencies by the PPUIDP Steering Committee.

Young scientists can be placed on academic probation by a decision of the full PPUIDP Steering Committee based on a negative report of the Thesis Advisory Committee and will be informed in writing, by e-mail or otherwise within two weeks of being placed on academic probation. The young scientist will be expected to follow the advice of the Thesis Advisory Committee report with respect to the nature of the insufficiency and recommended corrective action(s). The young scientist will also be required to organize a Thesis Advisory Committee meeting to be held within four months of being placed on academic probation to address the issues resulting in probation and shall be given an adequate hearing. In case of failure of the young scientist to demonstrate to the Thesis Advisory Committee improvement and potential to complete a PhD, the PPUIDP Steering Committee may suggest for the dismissal of the young scientist from the program to the Director of Teaching, the Director of Human Resources, and the President of Institut Pasteur, who together will take a decision on the termination of the employment contract of the young scientist with the Institut Pasteur, in compliance of all applicable laws and regulations.

Young scientists subject to dismissal will be informed in writing, by e-mail or otherwise within four weeks of the PPUIDP Steering Committee's receipt of the Thesis Advisory Committee's recommendation for dismissal. The young scientist subject to dismissal may appeal in writing, by e-mail or otherwise within four weeks to the Institut Pasteur Director of Teaching or his representative, who will consult with the Institut Pasteur Director of Human Resources or his representative, and the President of Institut Pasteur. The decision of the Director of Teaching will be delivered in writing, by e-mail or otherwise within four weeks of receipt of the appeal and shall be considered final.

7. Compliance

Failure to comply with his/her academic obligations to the University, the PPUIDP, the Institut Pasteur, or the host laboratory may lead to the dismissal of the young scientist from the PPUIDP and the termination of his/her affiliation with the doctoral school and the university – as decided by the Institut Pasteur Director of Teaching, Institut Pasteur Director of Human Resources, upon the recommendation of the Thesis Advisory Committee, thesis advisor, the head of the laboratory in which the research project is conducted, and the Dean and Steering Committee of the PPUIDP – and as a result, the termination of his/her employment contract at the Institut Pasteur, in accordance to all applicable laws and regulations.

Failure to comply with the employment contract of the Institut Pasteur by the young scientist may cause the termination of his/her employment contract at the Institut Pasteur. In this case, the Institut Pasteur will inform the doctoral school and university authorities as soon as possible, within four weeks.

Failure to comply with his/her obligations to the thesis advisor or the head of the laboratory in which the research project is conducted may lead to the reorientation of the young scientist in another direction within the Institut Pasteur, including, but not limited to, transfer to another supervisor or laboratory, at the suggestion of the Thesis Advisory Committee and the PPUIDP Steering Committee.

8. Continuing education of the young scientist and his/her professional planning and

career

The Institut Pasteur, through the PPUIDP, supports the continuing education of young scientists and the preparation of their professional future. The continuing education plan for each young scientist may have a balanced choice of training to deepen scientific knowledge, to learn new scientific subjects, and to learn about employment options in support of the development of their career plans. The services of the “Mission Accueil Accompagnement et Suivi des Carrières des Chercheurs (MAASCC)” of the Institut Pasteur provides additional training and support.

The PPUIDP follows the professional future of the young scientists trained in the PPUIDP. Young scientists should keep the PPUIDP Dean informed of the evolution of their career.

9. Thesis Defense

The rules for the thesis defense of the young scientist are defined by the doctoral school in which he or she is enrolled.

10. Publication, Confidentiality, and Application of the Results of the Research of the Young Scientist

As an employee of the Institut Pasteur, the results of the research of the young scientist shall be the property of the Institut Pasteur, in accordance with applicable legal provisions. The rules concerning the utilization of the results of the research are those of the Institut Pasteur in its capacity as employer.

The rules of confidentiality are in the employment contract of the young scientist.

11. Procedures of Mediation

Young scientists in the PPUIDP are informed that numerous points of contact exist at Institut Pasteur to help in mediating any potential problems or conflicts that may arise. These include, but are not limited to: the young scientist's tutor; any individual member of the PPUIDP Steering Committee; the PPUIDP Dean; the Institut Pasteur Director of Teaching; the Comité de Veille Déontologique et de Conciliation (CVDC).

In case of conflict between the young scientist and the thesis advisor and/or the head of the research laboratory, the young scientist may ask a second tutor that will be independent from the Thesis Advisory Committee and who will belong from a different department than the host lab. Moreover, the Dean of the PPUIDP or his representative, as well as the Director of Teaching, and the Director of Human Resources of the Institut Pasteur or his representative, will listen to the views of the parties and propose a suitable solution, objectively, to resolve the conflict amicably. The parties will inform the doctoral school of the mediation process and keep it updated.

12. Special Provisions

If the young investigator's doctorate is performed in partnership with another organization (joint doctoral program), the partners will comply with the provisions of the partnership agreement, which will be brought to the knowledge of the signatories of this charter.

The Institut Pasteur will ensure that the principles of this charter are respected in the

preparation of such partnership agreements.

We, the undersigned, certify that we are aware of the provisions of the Charter Of Doctoral Training Pasteur-Paris University, International Doctoral Program implemented by Institut Pasteur.

We hereby undertake to comply with the terms herein.

Place:

Date:

The thesis advisor : Name:*

The head of research laboratory:Name:*

The Dean and Steering Committee of PPUIDP: Name:*

The doctoral researcher: Name:*

* Please write read and approved before signing