



Universidad
de Alcalá

LEARNING AND GOOD PRACTICE AGREEMENT

Name of student

Doctoral Programme in

University of Alcalá

Academic Year 20.../....

LEARNING AND GOOD PRACTICE AGREEMENT

This document is an agreement entered into by the university, the student, the thesis supervisor and the tutor.

Student's name and surname(s) :

ID/passport:

Address (street, number, post code):

Town and province:

Telephone:

Email:

Tutor's name and surname(s):

Name and surname(s) of Supervisor(s)¹:

ID/passport:

University/Body/Institution:

Telephone:

Email:

¹ According to the *Code of Good Practice* of the Doctoral School, as far as possible, the Tutor and the Thesis Supervisor should be the same person unless the supervisor is a researcher who is not affiliated to the University of Alcalá. The tutor must always be a member of the University of Alcalá.

Terms of the Learning and Good Practice Agreement

Generally, the undersigned state that they are familiar with the general regulations regarding doctoral studies and the specific regulations of the University of Alcalá, as well as the ethical principles and professional responsibilities established by the National Declaration on Scientific Integrity and the recommendations of the Code of Good Practice of the Doctoral School, complying with all its provisions. In particular, the undersigned subscribe the agreement as follows:

- **The student:** will comply with the regulations regarding intellectual and industrial property in relation to research work, as well as maintain the record of activities and the research plan as approved; be directed by his or her tutor and supervisor; and follow the established procedure in the event of conflict with tutor, supervisor or research working group.
- **The tutor:** will plan and monitor the student's activities, advising him or her on training issues; write an annual report on the record of activities; and appear before the Academic Committee if requested to do so in order to account for that report.
- **The thesis supervisor:** will comply with relevant regulations regarding intellectual and industrial property in relation to research work, as well as oversee fulfilment of the research plan and the writing of the thesis by means of planned, periodical meetings with the student. He or she also undertakes to write an annual report on the monitoring of the research plan and to appear before the Academic Committee if requested to do so in order to account for that report.
- **The university:** will put at the student's disposal the resources set out in the research plan in order for the work leading to the writing of the doctoral thesis to be carried out.

Alcalá de Henares, on

20__

Approved by Thesis Supervisor(s)
(all supervisors must sign in cases of joint
supervision)

Student's signature

Signed:

Signed:

Approved by Thesis Tutor
(whenever the tutor is different from the Thesis
Supervisor(s))

Director of the Doctoral School

Signed:

Signed: