

MACQUARIE UNIVERSITY

JOINT DOCTORAL SUPERVISION and AGREEMENTS

JOINT ENROLMENT PHD STRATEGY - BACKGROUND

The French 'Cotutelle' for bilateral doctoral enrolment/co-enrolment and exchange is recognised as the foundation international model, and has been adopted (with variations) by other countries. While the term Cotutelle is used to describe co-enrolment agreements with French universities, the term "Joint Enrolment" is now commonly used in Australia for all such agreements, regardless of the partner country. This is the term Macquarie University uses.

Joint Enrolment agreements are a key method of enhancing international research collaboration through co-supervision of doctoral candidates between overseas and Australian Universities. Macquarie University's strategy is to maximise joint enrolments to expand international research collaboration with leading research Universities.

Joint enrolment agreements are based on two way mobility of doctoral students between institutions where there is existing active research collaboration or where there is a firm opportunity to develop such collaboration. Jointly enrolled PhD students in Australia apply for and are enrolled at two universities (e.g. 1 Australian, 1 other) under individual student contract agreements between the universities. On successful completion students receive either two doctoral degrees, each specifying that the degree was obtained under a joint enrolment agreement for the individual student; or a single double-badged degree for an approved joint doctoral degree program (currently under consideration at Macquarie).

Under a joint enrolment agreement a PhD candidate will normally spend a minimum of one year under supervision at a partner institution, and the remaining two years at the home institution, or durations as agreed by the institutions. There is flexibility in determining the duration of individual periods of time which can range upwards from three months. Shorter periods of time tend to be costly both in funding and in the time required to make sufficient research progress.

A joint enrolment international doctoral applicant to Macquarie (MQ) is eligible to apply for an international stipend scholarship at MQ, and will normally receive primary funding from, and pay any fees to the overseas institution. Such international applicants to MQ may apply for a tuition fee and stipend scholarship for the period at MQ at the same time as lodging an application for admission. If the amount of candidature time spent in Australia by the international candidate is less than half of the total candidature time, then the stipend payment will be available only for the period of time spent in Australia.

Under the terms of the individual student agreement, Macquarie will pay at least one return airfare between Australia and the partner country. Jointly enrolled PhD candidates and their supervisors should explore other funding options for additional travel including that available from other internal funding streams. Candidates should also investigate other funding sources such as those through embassies and private and public sector organisations, particularly those within the discipline area of the research study.

Domestic joint enrolment doctoral students are allocated a Research Training Scheme (RTS) funded place, while overseas students are enrolled as International candidates. Under Research Training Scheme guidelines, only one research degree completion is counted per jointly enrolled candidate whether domestic or international.

Examples of Joint Enrolment Agreements in place or under negotiation with Universities include Belgium (Ghent), Canada (York), China (Shanghai, Tsinghua, Fudan, Nanjing, Shandong, Peking), Estonia, Finland (Helsinki), France, Germany (Leipzig, Erfurt, Frankfurt), Iceland, Italy (Florence, Bologna), Poland and Sweden (Linköping).

OPERATIONAL GUIDELINES FOR DEVELOPING A COTUTELLE

A Joint Enrolment Agreement is a legal document and requires the approval of supervisors, the candidate, Head of Department, Dean of Division/Faculty and DVC Research. Joint Enrolment agreements can be developed with any country, except for New Zealand, subject to the provisions of that country.

These agreements can result from, but are not limited to, the following circumstances:

- A study exchange student may develop an interest in joint enrolment following a successful international study placement at Macquarie.
- Collaborative research activity may already exist with an offshore University and the development of a joint enrolment agreement may further strengthen this partnership
- A currently enrolled domestic or international student may have an interest in joint enrolment in an overseas University with expertise in their research field.
- Macquarie may have a signed agreement in place for collaborative research activity and joint enrolment may be a key feature of this agreement. A standard Memorandum of Understanding template has been developed for use by authorised Macquarie staff.

The development of a Memorandum of Understanding (MOU) is not a required step for the development of a joint enrolment agreement. However, an MOU provides an opportunity to specify any additional considerations and to provide an indicative assessment as to how active the partnership is likely to be. The authorised signing authority for a research MOU is the Deputy Vice Chancellor, Research.

A joint enrolment agreement can be initiated by either academic staff or an individual student. Prior consultation with and the approval of the Macquarie Principal Supervisor is required before any detailed discussions take place. The following steps are to be undertaken when finalising a joint enrolment agreement.

Step 1.

Download the Template from the HDR Office website at http://www.research.mq.edu.au/students/scholarships/joint_university_degrees#joint

Step 2.

Review the template and add details relating to the partner university, the candidate and other relevant matters. Be sure to include specific requirement relating to additional funding, enrolment or legislative requirements for the country with which the joint enrolment is being negotiated. It is essential at this point, to obtain the agreement of the Division/Faculty in order to proceed with the joint enrolment agreement.

Step 3.

For agreements originating in Australia, the candidate and/or Principal Supervisor should forward a soft copy of the proposed agreement to the Director International HDR Marketing and Development Ernest.Jordan@mq.edu.au at Macquarie International and the Manager of the Higher Degree Research Office (HDRO) Anne.Thoeming@vc.mq.edu.au for review. Following review by all parties and document finalisation, four copies signed by the candidate and Division/Faculty staff are to be sent to HDRO for approval and recording, and for Professor Piper's signature.

Once signed by Professor Piper, HDRO will forward a copy to the overseas University and signature. Full contact and address details of the partner university must be forwarded to HDRO.

For agreements originating outside of Australia, the candidate and/or Principal Supervisor should forward a soft copy of the proposed agreement to the Director International HDR Marketing and Development Ernest.Jordan@mq.edu.au at Macquarie International and the Manager of the Higher Degree Research Office (HDRO) Anne.Thoeming@vc.mq.edu.au for review. Following review by all parties and document finalisation, four copies signed by the candidate and representative staff from the partner university should be sent to HDRO who will forward them to Professor Piper for signature.

Once signed by Professor Piper, HDRO will forward two fully signed copies back to the overseas University and their records. Full contact and address details of the partner university must be forwarded to HDRO.

Step 4.

Once fully signed, a certified copy is sent to the student and the Macquarie Principal Supervisor by HDRO. An original copy is kept on a Central Records File specifically opened by HDRO for this agreement and an original copy is sent to the student file.

Note: Macquarie University will not sign an agreement unless the translation has been undertaken by a certified translator or by a staff member of one of the partner universities. Any translation costs are the responsibility of the Division/Faculty.