



DOCUMENTS CONSTITUTING THE REGISTRATION FILE FOR A DEROGATORY YEAR

- Registration form** *signed by the Thesis Supervisor and Laboratory Director*
- Letter from the Thesis Supervisor** (progress made on the thesis, reasons for the delay and expected defence date)
- Cover letter by the PhD student** explaining the reasons for the delay
- Title and summary of the thesis** (1 page maximum)
- Report and decision of the PhD student's Individual Monitoring Committee**
- For a 4th year: **detailed plan of the thesis** with quantification of work carried out/still to be done
- For a 5th year: **detailed plan of the thesis** with quantification of work carried out/still to be done, and a **digital version of the thesis as it stands**
- List of publications**
- Individual Training Agreement** (if changes have been made since the previous year)
- CVEC form**
- Proof of financial resources** (*work contract, notification of Campus France Scholarship, etc.*) or **"Declaration of personal financial resources"** if no funding (to be renewed each year)
- Certificate of "Civil Liability – Private Life" insurance** for the current year

Specificities for the following Doctoral Schools:

BIOSE: PhD student/Thesis Supervisor common letter of motivation

C2MP: Portfolio and **letter from the Thesis Supervisor** (progress made on the thesis, reasons for the delay and expected defence date)

SIMPPé: Skills portfolio

SJPEG : Annual Interim Report with standard 1st page containing the thesis supervisor's opinion and signature, *The thesis Supervisor's letter of motivation **is not required.***

SLTC: from the 5th year onwards, a provisional Panel must be included in the Thesis Supervisor's letter of commitment (thesis feasibility and expected date of defence)

Humanités Nouvelles - F. Braudel: the cover letter from the PhD student and the letter from the thesis supervisor are not required.

First derogatory year request: send 100 pages of the written thesis.

Other derogatory year request: send the thesis as is.