



## 1<sup>st</sup> PhD registration to EDSC 222

As you can see from the link below the registration is separated in two steps (pedagogical and administrative).

<http://ed.chimie.unistra.fr/docto.../inscription/>

You will have to complete the pedagogical one first through the Amethis platform in order to be able to proceed to the second step.

In the Amethis they will ask apart from all the other necessary documents for a certificate of derogation.

Normally you will have to follow a derogatory (special) registration if your degree comes from a foreign University, unless the title you have obtained is already French or related to any collaboration of your University with a French one.

The link for this process so that you can request for the certificate.

<http://ed.chimie.unistra.fr/documents-et-liens-utiles/pour-une-inscription-derogatoire/>

Also find bellow the link that describes the administrative registration (second step) from another site of the university as from the previous one this step is not very clear.

<https://www.unistra.fr/recherche/docto.../faire-un-docto.../inscription-administrative>

It is highly recommended that you do the procedures (derogatory and amethis) in parallel as they both need some time. It is better while you wait for the certificate of derogation to also gather all the documents for amethis so that you can send them directly after you get the certificate.

For the derogatory registration you need the following papers:

## For a special registration

- ◆ [Request for authorization for exceptional registration](#)
- ◆ a detailed curriculum vitae, with, if applicable, a list of publications,
- ◆ a copy of the titles or diplomas obtained (with translation if necessary)
- ◆ a copy of detailed transcripts of higher education years indicating the number of hours of teaching followed (with translation if necessary)
- ◆ the contact details of the last establishment visited (address, telephone, e-mail),
- ◆ a copy of the master's thesis - or equivalent document - and, if applicable, publications. These documents may be written in a language other than French; if this is the case, provide a substantial summary in French
- ◆ the [audition certificate](#) for a doctoral application,
- ◆ the reasoned opinions of the future thesis director of the University of Strasbourg and of the director of the research unit including the presentation of the research project,
- ◆ a certificate from the thesis director on funding, indicating the source of funding, its net or gross monthly amount and its duration
- ◆ an extract from a birth certificate
- ◆ one or more letters of recommendation from a scientific guarantor (teacher, supervisor, manager) – if possible

You have to send them to the secretary of the doctoral school by e-mail at [bosse@unistra.fr](mailto:bosse@unistra.fr) (ask for confirmation that they got everything that they need). After you send them the council will approve your application and you will receive the certificate.

The Doctoral Charter is signed by you, the supervisor and the co-supervisors (if any).

After you upload the documents, it won't take long until they approve it and you will move fast to the administrative registration.

Please do not hesitate to contact us if you have questions or if you need clarifications at any part of the process.