

EXTERNAL CREDITS VALIDATION REQUEST FORM

This form is intended to request the validation of credits *for activities completed outside the DSLS doctoral program* (e.g., conferences, seminars, workshops, outreach events). For each activity, please provide complete information and attach supporting documents. In the case of conferences, submissions must include the abstract, the event website link, and the official program. Activities organized by CUSO can be validated by submitting the certificate of attendance to ds.biology@unine.ch. Credits for *activities completed within the DSLS doctoral program* are automatically validated by the academic coordinator and do not require submission through this form.

First name, Last name	
E-mail address	
Thesis supervisor	

Dates	Event Type Workshop / Conference / Other: ...	Full title of the event Avoid abbreviations	Duration days / hours	Preparatory Work (1)	Presentation (2)	Evaluation / Exam (3)
				No <input type="checkbox"/> Yes <input type="checkbox"/>	<input type="checkbox"/> None <input type="checkbox"/> Talk <input type="checkbox"/> Poster <input type="checkbox"/> _____	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Other :
(1) This activity requires preparation work (reading of publications, texts writing, etc.) (2) This activity includes a presentation by the Ph.D. student (poster, talk, discussion) (3) This activity includes an examination (written or oral)						

Please do not forget to join the following documents:

- | | |
|--|--|
| <input type="checkbox"/> Certificate of attendance | <input type="checkbox"/> Presentation abstract |
| <input type="checkbox"/> Program extract (showing your presentation) | <input type="checkbox"/> Any other proof (flyer, etc...) |

	Ph.D. student	Thesis supervisor or activity organizer
Signature		
Date		

Send to: Dr. Sarah Miéville, Institut de biologie, DSLS, office D313, Université de Neuchâtel, Emile-Argand 11
 2000 Neuchâtel or to ds.biology@unine.ch

Date	Doctoral Program Coordinator	Credits / category

To be filled in by the doctoral program coordinator only