

Thesis Colloquium and Public Thesis Defense Procedure

1. Thesis Colloquium

Organization

- The date of the thesis colloquium may only be set after the thesis jury has been officially constituted.
- The date is determined by mutual agreement between the candidate and the thesis supervisor(s).

Proceedings

- The colloquium takes place in the presence of the candidate, the thesis supervisor(s), and the members of the jury.
- The session generally takes place, and preferably, via videoconference.
- It consists of a scientific discussion of the thesis manuscript during which jury members provide feedback, comments, and recommendations regarding the manuscript.

Follow-up to the Colloquium

- At the end of the colloquium, a list of recommendations and comments is provided to the candidate.
- A revised version of the manuscript must be submitted by the candidate no later than **two months** before the date of the public thesis defense.

2. Public Thesis Defense

Organization

- The defense is public and open to everyone.
- The date is set in agreement with the thesis supervisor(s) and the members of the jury and must be communicated to the Faculty's doctoral coordination office (decanat.lettres@unine.ch).
- After reviewing the revised version of the manuscript, the thesis supervisor(s) and the jury members submit their reports to the Faculty's doctoral coordination office no later than **three weeks before** the date of the public defense.

Proceedings

- **Before the Session**

The Dean welcomes the thesis supervisor(s) and the other jury members in the room (traditionally Room R.O.12) **20 minutes before** the start of the session.

- **Opening of the Session**

Greetings and welcome to the candidate, the audience, the thesis supervisor(s), and the other members of the jury.

- **General Introduction**

Presentation of the session agenda and introduction of the jury members.

- **Introduction of the Candidate**

Presentation of the candidate and their academic and professional journey.

- **Candidate's Presentation**

Duration: **20 minutes**.

- **Scientific Discussion**

Reports and questions from the jury members (**20 to 30 minutes per member**). The order of interventions is to be agreed upon, although the thesis supervisor(s) generally speak either first or last.

- **Questions from the Audience**

The audience is then invited to ask questions.

- **Deliberations**

The audience and the candidate leave the room. Only the jury members, together with any faculty members holding a doctoral degree who wish to participate, may attend the deliberations.

The deliberations concern the drafting of the statement announcing the result, highlighting the quality and merits of the work; and the possible awarding of a distinction, decided jointly by the jury members and the Dean.

- **Announcement of the Result**

The candidate and the audience are invited back into the room.

The Dean asks the assembly to stand and formally confers the doctoral degree, indicating any distinction awarded and highlighting the qualities of the work as recognized by the jury during its deliberations.

- **Presentation of Documents**

The following documents are presented to the candidate: Certificate of completion of the doctoral thesis; certificate indicating distinction (where applicable); signed imprimatur; thesis evaluation reports.

- **Reception**

A reception is optional and is organized and hosted by the candidate.

Additional Information

For any details regarding the thesis colloquium or the scientific proceedings of the defense (presentation structure, types of questions, etc.), please contact your thesis supervisor(s) directly, as certain aspects may vary between institutes or research groups.

For the general regulations, please refer to [Doctoral regulation FLSH](#).