

ASSESSMENT PROTOCOL: VERIFICATION/MODIFICATION OF OFFICIAL DOCTORAL DEGREE PROGRAMMES IN THE VALENCIAN COMMUNITY

March 2024

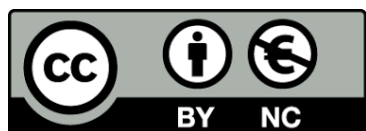


**VALENCIAN AGENCY FOR
ASSESSMENT AND
FORESIGHT**





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CONTENTS

1. INTRODUCTION AND APPLICABLE LEGISLATION	4
2. PURPOSE	5
3. SCOPE	5
4. OBJECTIVES.....	5
5. OUTCOME	6
6. ASSESSMENT DIMENSIONS, CRITERIA AND GUIDELINES.....	6
DIMENSION 1. Description of the doctoral programme	8
DIMENSION 2. Competences	8
DIMENSION 3. Student access and admission.....	8
DIMENSION 4. Educational activities	9
DIMENSION 5. Programme organisation.....	9
DIMENSION 6. Human resources	10
DIMENSION 7. Material resources and support available to PhD students	10
DIMENSION 8. Review, improvement and outcomes of the doctoral programme	11
7. EVALUATION BODIES	11
8. PROCEDURE FOR THE VERIFICATION AND SUBSTANTIAL MODIFICATION OF DOCTORAL PROGRAMMES.....	11
9. PROCEDURE FOR NON-SUBSTANTIAL MODIFICATIONS TO DOCTORAL PROGRAMMES	12
ANNEX I: CLASSIFICATION OF MODIFICATIONS TO OFFICIAL DOCTORAL DEGREES	13
ANNEX II: FORM FOR NOTIFICATION OR APPLICATION FOR NON-SUBSTANTIAL MODIFICATIONS TO DOCTORAL PROGRAMMES	21

VALENCIAN AGENCY FOR ASSESSMENT AND FORESIGHT

1. INTRODUCTION AND APPLICABLE LEGISLATION

Organic Law 2/2023 of 22 March on the University System stipulates in Article 5 (concerning the quality of the university system) that the promotion and quality assurance of the university system is a shared responsibility between universities, evaluation agencies and the public authorities with competence in this area.

Royal Decree 822/2021 of 28 September, which sets out the organisation of university education and the quality assurance procedure, in addition to establishing the organisation of university education, defines the following in Article 25: “3. The quality assurance procedures covering all study programmes for official university degree programmes are those relating to verification, monitoring and modification, as well as the renewal of programme accreditation. To this end, the quality assurance agencies shall jointly establish the quality assessment protocols governing these procedures”.

This same decree, in Article 26(5), describes the procedure for verifying the curricula of official degree programmes and states that quality assurance agencies shall produce a quality verification report on the curriculum document of the official university degree programme (which shall be mandatory) and that they shall do so in accordance with the protocols that these agencies have jointly agreed upon for the entire university system.

Based on this article, with regard to quality assurance agencies, Royal Decree 822/2021 itself states that it is the quality assurance agencies of the Autonomous Communities listed in the European Quality Assurance Register for Higher Education (EQAR) which, (having successfully passed an external evaluation in accordance with the European Standards and Guidelines for Quality Assurance in Higher Education (ESG)), will be responsible for carrying out the quality assurance procedures for the university system within their territorial jurisdiction.

The Valencian Agency for Assessment and Foresight (AVAP) is an external evaluation body listed in the EQAR Register and is therefore responsible for carrying out all quality assurance procedures within the university system in its territorial jurisdiction, that is, in the Valencian Community.

Royal Decree 99/2011 of 28 January, which regulates official doctoral programmes, as amended by Royal Decree 576/2023 of 4 July, stipulates in Article 10 that the verification of doctoral programmes shall be carried out in accordance with the provisions of Royal Decree 822/2021; however, paragraph 2 of that article states that: “For the purposes of their accreditation, doctoral programmes shall comply with the guidelines set out in Annex I to this Royal Decree”.

Furthermore, with regard to joint protocols, and with the aim of complying with the provisions of Royal Decree 822/2021, the Spanish Network of University Quality Agencies (REACU) approved, on 3 February 2022, the Evaluation Protocol for the verification and modification of official doctoral programmes.

This protocol therefore aims to establish the guidelines for the evaluation procedure regarding the verification/modification of official doctoral degrees to be carried out by the AVAP (in accordance with the provisions of Royal Decree 822/2021 and Annex I of Royal Decree 99/2011), which must be taken into account by all stakeholders involved in quality assurance within the Valencian university system. To this end, the AVAP adheres to the provisions of the aforementioned REACU protocol.

2. PURPOSE

The purpose of this Protocol is to establish the criteria and procedure for the preliminary assessment, prior to verification and modification, of doctoral programmes corresponding to the third cycle of official university education leading to the award of the degree of Doctor, to be carried out by the Valencian Agency for Assessment and Foresight (AVAP), in accordance with the conditions set out in Royal Decree 99/2011 of 28 January, regulating official doctoral programmes. And in accordance with Royal Decree 822/2021 of 28 September, establishing the organisation of university education and the procedure for ensuring its quality.

3. SCOPE OF APPLICATION

This Protocol applies to new doctoral programmes to be introduced in the Valencian Community by Valencian public and private universities, including affiliated centres. It shall also apply to both substantial and non-substantial modifications to doctoral programmes registered in the Register of Universities, Centres and Qualifications (RUCT).

Valencian universities proposing a joint curriculum with other Spanish or foreign universities shall sign an agreement specifying which university will act as coordinator and, therefore, will be responsible for following the verification or modification procedure (Article 5.5 of Royal Decree 822/2021).

In the case of joint international degree programmes, the provisions of Articles 5.5 and 5.6 and the sixth and seventh Additional Provisions of Royal Decree 822/2021 shall apply.

4. OBJECTIVES

The evaluation process for the verification and substantial modification of doctoral programmes leading to the award of the official degree of Doctor aims to verify that the doctoral programme complies with the guidelines and conditions set out in Royal Decree 822/2021 and Royal Decree 99/2011. Accordingly, the objectives of the AVAP in the evaluation for the verification and substantial modification of doctoral programmes are:

- To verify that the official degree programme to be introduced is delivered in accordance with the guidelines set out in current legislation and complies with the guiding principles for the design of study programmes.
- To ensure the quality of the training programme in accordance with the established qualification levels and the criteria developed by quality assurance agencies.
- To guarantee that the training programme incorporates the aim of continuous improvement, which ensures the quality of the proposed degree programme, which can be assessed during the monitoring and accreditation renewal processes.
- To ensure that it incorporates the principles of accountability and public disclosure, thereby strengthening public confidence.
- To ensure the transparency and public disclosure of the evaluation procedure.

5. OUTCOME

Once the evaluation process for verification or substantial modification has been completed, AVAP will issue a final quality verification report, which will be either favourable or unfavourable, and will forward it to the applicant university, the Council of Universities, the competent body of the Autonomous Community and the Ministry of Universities. In the event of a favourable final report, this may include any relevant aspects on which the authorities, universities and agencies may carry out follow-up (Article 26.7 of Royal Decree 822/2021).

6. DIMENSIONS, CRITERIA AND EVALUATION GUIDELINES

Article 4 of Royal Decree 822/2021 sets out the guiding principles that must inform the design of university degree programmes, including doctoral programmes, which are:

- a) the academic rigour of the educational programme that university teaching entails.
- b) consistency with the generalist or specialised nature of the degree programmes within which the teaching is provided.
- c) coherence between the educational objectives of the curriculum, the core competences sought and the established systems for assessing student learning.
- d) its social comprehensibility.

Furthermore, these curricula must be guided by democratic principles and values and the Sustainable Development Goals (SDGs) and, in particular:

- a) respect for human rights and fundamental rights.
- b) respect for gender equality, the principle of equal treatment and non-discrimination on grounds of birth, national or ethnic origin, religion, belief or opinion, age, disability, sexual orientation, gender identity or expression, sexual characteristics, illness, socio-economic status or any other personal or social condition or circumstance.
- c) respect for the principles of universal accessibility and design for all.
- d) addressing sustainability and climate change.

The structure and terminology used in the doctoral programme report must be aligned with the criteria and guidelines for quality assurance in the European Higher Education Area (Standards and Guidelines for Quality Assurance in the European Higher Education Area, ESG), which serve as the benchmark for the internal quality assurance systems (hereinafter IQAS) at universities and for external evaluation procedures carried out by quality assurance agencies within the Spanish university system, which are listed in the European Quality Assurance Register for Higher Education (EQAR).

This strengthens public confidence in the rigour and soundness of university qualifications, facilitates their continuous improvement, enhances graduates' employability and their access to decent, high-quality employment, and promotes the international recognition of Spanish university qualifications and the development of joint international degree programmes.

AREAS ON WHICH THE DOCTORAL PROGRAMME DOCTORAL		ESG 2015 CRITERIA
1. Description of the doctoral programme	2. Competencies	1. 2 Programme design and approval
2. Competencies		
3. Student access and admission		1. 4 Admission, progress, recognition and certification of students
4. Teaching and learning activities	5. Programme organisation	1. 3 Student-centred teaching, learning and assessment student
5. Programme organisation		
6. Human resources		1. 5 Teaching staff
7. Material resources and support available to PhD students		1. 6 Learning resources and student support
8. Review, improvement and programme outcomes		1. 1 Quality assurance policy
		1. 7 Information management
		1. 8. Public information
		1. 9 Ongoing monitoring and periodic evaluation of programmes
		1. 10 Cyclical external quality assurance

Table 1. Relationship between the dimensions into which doctoral programmes are structured and the ESG criteria

This section defines the different dimensions around which the doctoral programme must be structured, as well as providing a description of the guidelines to be taken into account when assessing whether a programme is aligned with the ESG and, consequently, whether or not a programme receives a favourable decision following the accreditation assessment process.

DIMENSION 1. Description of the doctoral programme

Standard: The doctoral programme must include a description that is consistent with its academic level and outcomes, so as not to cause confusion regarding its characteristics.

Guidelines to be assessed for compliance with the criterion and its consistency with the doctoral programme report set out in Annex I and Annex II of Royal Decree 99/2011

The title must be consistent with the proposed lines of research and must not be misleading.	[1]
It must be justified by the context, tradition, the overall range of degree programmes on offer and the potential of the university or universities proposing it.	
It must be consistent with and integrated into the R&D&I strategy of the university or of other organisations and institutions.	
It must demonstrate an appropriate degree of internationalisation in line with its subject area and context.	

DIMENSION 2. Competencies

Standard: The competencies to be acquired by doctoral candidates must be in line with those required for the award of a doctoral degree and with the qualifications established within the European Higher Education Area.

Guidelines to be assessed for compliance with the criterion and its correspondence with the doctoral programme report set out in Annex I and Annex II of Royal Decree 99/2011

The proposed competencies must be clearly and precise, and must be aligned with their level within the Spanish Qualifications Framework for Higher Education.	[2]
The proposed competencies must be assessable, and it must be ensured that acquisition by all doctoral candidates.	

DIMENSION 3. Student access and admission

Standard: The doctoral programme must have an access and admission system that regulates and clearly informs students of the admission criteria.

Guidelines to be assessed for compliance with the criterion and its consistency with the doctoral programme report set out in Annex I and Annex II of Royal Decree 99/2011

Admission criteria must be made public, clearly described, unambiguous and consistent with the scientific scope of the doctoral programme.	[3]
Where specific supplementary training requirements are included, these must be tailored to the entry profile and consistent with the scientific scope of the doctoral programme.	
Information relating to the doctoral programme must be made available to doctoral candidates prior to their enrolment.	

DIMENSION 4. Training activities

Standard: The training activities included in the doctoral programme must constitute a coherent training programme, designed in a coordinated manner and taking into account the time commitment of doctoral candidates over a specified period.

Guidelines to be assessed for compliance with the criterion and its correspondence with the doctoral programme report set out in Annex I and Annex II of Royal Decree 99/2011

The planning and organisation of training activities – in particular those relating to disciplinary and methodological knowledge (seminars, courses, workshops, etc.), cross-cutting skills, and training experiences (doctoral student conferences, national or international congresses, etc.), amongst others – must be consistent with the skills to be acquired by doctoral candidates.	[4]
The doctoral programme must provide for the appropriate organisation of mobility opportunities for doctoral candidates, consistent with the competencies to be acquired.	
The doctoral programme must include a study plan for both full-time and part-time students that ensures the acquisition of the intended competencies, in such a way as to enable part-time students to attend the scheduled activities.	

DIMENSION 5. Programme organisation

Standard: The procedures for monitoring doctoral students' progress and supervising their doctoral theses must ensure that students acquire the competences defined in the doctoral programme.

Guidelines to be assessed for compliance with the criterion and its correspondence with the Doctoral Programme Report set out in Annex I and Annex II of Royal Decree 99/2011

- There must be an academic committee responsible for establishing procedures and mechanisms to monitor the programme's progress, analyse the results and determine the appropriate measures for its improvement. The views of doctoral candidates and graduates must be one of the main factors taken into account when defining and implementing improvement measures. - The doctoral programme must have the procedures detailed below in place and make them publicly available. These procedures must be appropriate and cover: - The procedure used by the academic committee for the appointment of the supervisor and doctoral thesis director. - The procedure for monitoring each doctoral student's activity report and certifying the information contained therein. - The procedure for the annual assessment of the research plan and the activity report of each doctoral candidate. - The procedure for defining and assessing activities to promote the joint supervision of doctoral theses.	[5]
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DIMENSION 6. Human resources

Standard: The doctoral programme must be endorsed by research staff who ensure, a priori, the programme's viability in terms of training doctoral candidates. The academic staff involved must be sufficient in number and must possess the appropriate qualifications and experience to deliver the doctoral programme.

Guidelines to be assessed for compliance with the criterion and its correspondence with the doctoral programme report set out in Annex I and Annex II of Royal Decree 99/2011

Each research team must have a competitive research project on topics related to the programme's research areas programme.	[6]
The programme must be underpinned by the quality of the most significant scientific contributions made by the research staff involved in it.	
The programme must be underpinned by the proven experience of its research staff in supervising doctoral theses and by the quality of those theses.	
The university must have clear mechanisms in place to recognise the work involved in supervising and directing theses.	

DIMENSION 7. Material resources and support available to doctoral students

Standard: The material resources and services required for the delivery of the teaching activities set out in the doctoral programme and for the comprehensive training of its students must ensure that the intended competences are acquired.

Guidelines to be assessed for compliance with this criterion and its consistency with the doctoral programme report set out in Annex I and Annex II of Royal Decree 99/2011

The material resources and other means available must guarantee the conduct of the research to be carried out by each doctoral candidate.	[7]
The necessary services and resources must be guaranteed to enable doctoral candidates to attend conferences and undertake stays abroad, as well as funding to enable the organisation of seminars, workshops and other national and international training activities within the framework of the doctoral programme.	
The doctoral programme must provide career guidance services to support the successful entry into the labour market of programme graduates.	

DIMENSION 8. Review, improvement and outcomes of the doctoral programme

Standard: The doctoral programme must have an Internal Quality Assurance System (IQAS) that enables the analysis of its progress and outcomes, ensuring its ongoing review and improvement.

Guidelines to be assessed for compliance with the criterion and its correspondence with the doctoral programme report set out in Annex I and Annex II of Royal Decree 99/2011

It must have a procedure in place to analyse the outcomes of the mobility programme.	[8]
It must regularly publish information on the programme, its progress and its outcomes.	
It must have a procedure in place for tracking graduates.	
In the case of programmes involving more than one university, it must have mechanisms and procedures in place to ensure coordination between the participating universities.	

7. ASSESSMENT BODIES

AVAP's evaluation bodies involved in the verification processes for official Doctorate programmes are the same as those for other official degrees; they are therefore set out in section 7 of the Evaluation Protocol: verification/modification of official Bachelor's and Master's degree programmes in the Valencian Community, drawn up by AVAP.

The Regulations on the Organisation and Functioning of the Discipline-Specific Verification Committees and the Qualifications Verification Commission set out their composition, functions and operating procedures.

8. PROCEDURE FOR THE VERIFICATION AND SUBSTANTIAL MODIFICATION OF DOCTORAL PROGRAMMES

The procedure for the verification and substantial modification of official doctoral programmes is the same as that specified in section 8 of the Protocol for the Evaluation, Verification and Modification of Official Bachelor's and Master's Degree Programmes in the Valencian Community, drawn up by AVAP.

9. PROCEDURE FOR NON-SUBSTANTIAL MODIFICATIONS TO DOCTORAL PROGRAMMES

The procedure for non-substantial modifications to official doctoral programmes is identical to that set out in section 9 of the Evaluation Protocol: Verification/Amendment of Official Bachelor's and Master's Degree Programmes in the Valencian Community, drawn up by AVAP.

On 3 February 2022, the Spanish Network of University Quality Agencies (REACU) approved the Evaluation Protocol for the modification of official doctoral programmes. This protocol lays the foundations for the management and evaluation, by the agencies operating throughout Spain, of both substantial and non-substantial modifications to official degree programmes.

Annex I of this protocol sets out the 'Classification of modifications to official doctoral programmes'.

Annex II of this protocol contains the form for universities to submit to the AVAP requests for non-substantial amendments they wish to make to their accredited degree programmes.

ANNEX I: CLASSIFICATION OF MODIFICATIONS TO OFFICIAL DOCTORAL DEGREES

ANNEX I

MODIFICATIONS TO DOCTORAL PROGRAMMES

The general procedure for modifying the curricula of official degree programmes taught at higher education institutions shall be aimed at their continuous improvement. Modifications are classified as substantial or non-substantial, depending on whether or not they entail a change in the nature, objectives and fundamental characteristics of the degree programme registered in the Register of Universities, Centres and Degree Programmes (RUCT).

In accordance with Royal Decree 822/2021, modifications are classified, depending on their nature, as follows:

Non-substantial modifications: these are minor changes that improve the degree programme without altering its nature, objectives and fundamental characteristics.

Substantial modifications: these are changes that go beyond the scope of a non-substantial modification, as they alter the nature, objectives and characteristics of the degree programme.

Any changes that significantly affect the nature, objectives and characteristics of the degree programme may only be implemented by applying for the **accreditation** of a new degree programme and discontinuing the existing one.

In any case, the relevant assessment committee will ultimately assess whether the proposed modifications constitute a significant change to the degree programme or not, and will propose, where appropriate, the accreditation of a new degree programme. Similarly, a modification presented as non-substantial may be considered substantial by the assessment committee.

The following tables set out, for each dimension, the possible changes that may be made to a degree programme and the process by which such a change must be requested or notified.

DIMENSION 1. DESCRIPTION OF THE DOCTORAL PROGRAMME

SECTION	TYPE OF MODIFICATION
1.1 Basic details	
1.1.1 Name	Non-substantial modification: a partial or insignificant change to the name of the doctoral programme that does not affect its nature, objectives or the fundamental characteristics of the qualification. Substantial modification: A partial or insignificant change to the name of the doctoral programme that affects its nature, objectives and fundamental characteristics. Accreditation. A significant or complete change to the title of the degree programme entails the discontinuation of the programme and a new accreditation process.
1.1.2 ISCED codes	Non-substantial modification: Changes made to the ISCED codes.
1.1.3 The university or universities, in the case of joint degrees, that deliver the programme	Non-substantial modification. Minor changes to the wording and regulatory adjustments to the agreements. Substantial modification. Changes to the content of the agreement that are not regulatory adjustments. Accreditation. A change in the lead university or changes to the universities participating in a joint degree programme entails the termination of the previous degree programme and the accreditation of the new one. Consequently, if a degree programme ceases to be a joint programme or becomes one, it must undergo a new accreditation process.
1.2 Context	
Context	Non-substantial modification. Updates to the context of the proposal.
1.3 Universities and institutions where the programme is taught	
Institutions delivering the degree,	Substantial modification. A change in the institution offering the degree, provided it belongs to the same university that awards it.
1.3.1 Languages of instruction	Non-substantial modification. Changes to the languages of instruction to add or remove certain languages in specific subjects. Change to the language of instruction for the degree programme, which would then be taught in more than one language. Substantial change. If the degree programme changes language and is taught in a single foreign language.

1.3.2 Number of places	Non-substantial modification. A change in the number of authorised places, provided that there is a reduction in their number and the verified human and material resources are maintained. Substantial modification: A change in the number of authorised places, provided that there is either an increase in the number of places or a reduction in the number of places offered accompanied by a reduction in the programme's human and material resources.
1.3.3 Retention regulations	Non-substantial modification: The attendance regulations, due to their update. Substantial modification: The distribution of the study load for PhD students on the programme.
1.4. Collaborations	
Collaborations	Non-substantial modification. Collaborations, provided that updates are made to those included in the verified programme report or new collaborations governed by agreements are incorporated that enhance the programme's resources, and provided that the modification does not involve an increase in the number of places. Substantial modification. Collaborations, provided that any of the agreement-based collaborations included in the report are removed, or provided that new agreement-based collaborations are introduced that affect the programme's resources, and an increase in the number of places.

All other proposed modification shall be deemed **non-substantial modification**, provided that they do not affect the nature, objectives and characteristics of the degree programme.

DIMENSION 2. COMPETENCIES

SECTION	TYPE OF MODIFICATION
2. Acquisition of competences	Non-substantial modification. Changes to the competences set out in Article 5 of Royal Decree 99/2011. Substantial modification. Changes to the competences in addition to those set out in Article 5 of Royal Decree 99/2011.

All other proposed modificationS shall be deemed **non-substantial modifications**, provided they do not affect the nature, objectives and characteristics of the degree programme.

DIMENSION 3. STUDENT ACCESS AND ADMISSION

SECTION	TYPE OF MODIFICATION
3.1. Entry profile	Substantial modification. Changes to the entry profile or profiles set out in the programme description (recommended and additional, where applicable) which establish the requirements for entry to a doctoral programme.

3.2 Student admission and selection	Non-substantial modification. - Changes to the mechanisms for providing information prior to enrolment and to the induction and orientation procedures for newly admitted students. - The identification and composition of the body responsible for conducting the admissions process. - Changes to the entry requirements set out in Article 6 of Royal Decree 99/2011. Substantial modification. Changes to the criteria for the admission and selection of students set out in the doctoral programme prospectus.
3.3 Supplementary modules	Substantial modification. The addition, removal or alteration of supplementary modules.
3.4 Enrolled students and their origin	Non-substantial modification. Changes relating to the number of enrolled students and their origin (section 3.4 of the programme description).

All other proposed modification shall be deemed **non-substantial**, provided they do not affect the nature, objectives and characteristics of the degree programme.

DIMENSION 4. EDUCATIONAL ACTIVITIES

SECTION	TYPE OF MODIFICATION
4. Teaching activities and mobility	Non-substantial modification: Modification to the characteristics of the proposed training activities, provided that they do not affect the nature, objectives and characteristics of the degree programme. Substantial modification: The inclusion or removal of teaching activities from the approved programme description (this includes changes to information relating to the teaching activities proposed by the doctoral programme, its monitoring procedures, and its planning and organisation, including mobility).

All other proposed amendments shall be deemed **non-substantial modification**, provided they do not affect the nature, objectives and characteristics of the degree.

SECTION 5. ORGANISATION OF THE PROGRAMME

SECTION	TYPE OF MODIFICATION
5.1. Thesis supervision	Non-substantial modification. The modifications made to: 1. The activities envisaged by the programme/university to promote supervision or co-supervision. 2. The Guide to Good Practice (or written agreement with the doctoral candidate) for the supervision of doctoral theses. 3. Provisions for the participation of international experts on monitoring committees, in the preparation of reports prior to the defence of doctoral theses, and on thesis examination boards. Substantial modification. Changes to the regulations governing the supervision and monitoring of doctoral students which alter the nature, objectives and characteristics of the doctoral programme.
5.2 Monitoring of doctoral students	Non-substantial modification. Minor changes made to: 1. The composition of the Academic Committee. 2. The procedure used by the Academic Committee for the appointment of the doctoral candidate's tutor and thesis supervisor, as well as for any subsequent changes. 3. The procedure used by the Academic Committee to monitor each doctoral student's activity report, certify their details and carry out the annual assessment of the research plan. 4. Provisions for placements at other institutions, co-supervision and international specialisations. 5. The regulations governing the submission and defence of doctoral theses. Substantial modification. Changes made to the regulations concerning the deadlines, drafting, defence and assessment of the doctoral thesis, which alter the nature, objectives and characteristics of the doctoral programme.

All other proposed modification shall be deemed **non-substantial**, provided they do not affect the nature, objectives and characteristics of the degree.

DIMENSION 6. HUMAN RESOURCES

SECTION	TYPE OF MODIFICATION
6. Research teams and academic staff	Non-substantial modification. Minor changes to the affiliation and composition of research lines and groups within the doctoral programme. Substantial modification. Changes to the programme's research lines and changes to the programme's permanent research staff (where changes to the academic staff result in a modification to the staffing levels reported in the consolidated report of more than 40%) must be subject to the substantial modification process.

All other proposed modification shall be deemed **non-substantial modification**S, provided they do not affect the nature, objectives and characteristics of the degree.

DIMENSION 7. MATERIAL RESOURCES AND SUPPORT AVAILABLE TO PHD STUDENTS

SECTION	TYPE OF MODIFICATION
7. Material resources	Non-substantial modification. The modification made to: 1. Material resources and other available means, provided that there is a renewal of the equipment included in the verified report and provided that new material resources and other available means are included without any increase in the authorised places. 2. The provision for external funding and travel grants intended to support attendance at conferences and stays abroad, which assist PhD students in their training. As well as the projected percentage of PhD students who secure such grants. 3. Career guidance services that facilitate the successful entry of programme graduates into the labour market. 4. Career guidance services that facilitate the successful entry of programme graduates into the labour market. Substantial modification. Changes to material resources and other available resources: 1. Provided that some of those included in the verified report are removed. 2. Provided that new material resources and other available resources are included, if the authorised number of places is increased.

All other proposed modification shall be deemed **non-substantial**, provided they do not affect the nature, objectives and characteristics of the degree programme.

DIMENSION 8. REVIEW, IMPROVEMENT AND PROGRAMME OUTCOMES

SECTION	TYPE OF MODIFICATION
8.1. Internal Quality Assurance System (IQAS)	Non-substantial modification. Changes to: 1. The body responsible for the quality assurance system. 2. In the case of inter-university doctoral programmes, the mechanisms and procedures ensuring coordination between the participating universities to monitor their progress, analyse their outcomes and determine appropriate measures for improvement. 3. The procedures ensuring the quality of mobility activities in terms of their evaluation, monitoring and improvement; the procedures and mechanisms for publishing information on the programme, its progress and its outcomes; and the procedures for tracking PhD graduates, provided that the changes are minor and do not entail a significant change to the procedure set out in the verified report. 4. The projected percentage of PhD students who secure funding for postdoctoral contracts. 5. Data relating to the employability of doctoral candidates. 6. The progress/estimated outcomes of the doctoral programme. Substantial modification. Changes affecting the model or structure of the IQAS.

Persons associated with the application

Head of the doctoral programme	Non-substantial modification. Modifications to the details of the legal representative, applicant and head of the doctoral programme.
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All other proposed modifications shall be deemed **non-substantial amendments**, provided they do not affect the nature, objectives and characteristics of the degree.

ANNEX II: FORM FOR NOTIFICATION OR APPLICATION FOR NON-SUBSTANTIAL MODIFICATIONS TO DOCTORAL PROGRAMMES

DRAFT

**FORM FOR NOTIFICATION OR APPLICATION FOR NON-SUBSTANTIAL MODIFICATIONS TO
OFFICIAL DOCTORAL PROGRAMMES**

QUALIFICATION TO BE MODIFIED

UNIVERSITY	
CAMPUS	
TITLE NAME	
TITLE ID (RUCT Code)	

TYPE OF MODIFICATION

Tick with an X

☐	SECTION 1. Description of the doctoral programme
☐	ASPECT 2. Competencies
☐	ASPECT 3. Student access and admission
☐	ASPECT 4. Teaching activities
☐	DIMENSION 5. Programme organisation
☐	DIMENSION 6. Human resources
☐	DIMENSION 7. Material resources and support available to PhD students
☐	DIMENSION 8. Review, improvement and outcomes of the doctoral programme

DESCRIPTION OF THE MODIFICATION

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INSTITUTIONALLY ACCREDITED CENTRE

Tick with an X

☐	Yes
☐	No

The modification has been previously approved by the competent bodies in accordance with the University's internal regulations, following a favourable report from the Internal Quality Assurance System (*Please provide the report, listing the non-substantial changes and justifying the need for the amendment, along with the date and the issuing body*)

The university is responsible for ensuring that the modification to the degree programme description in the Ministry's application system complies with what has been communicated or requested.

Signature and position of the person responsible