**Guide for the first-year doctoral student interview**

(The interview should last about 30-40 minutes)

1. To be completed by the doctoral student before the interview:

- Personal information (name, surname, age)

- Host laboratory

- Research topic (is it a continuation of the master's research topic?)

- Thesis supervision

- Qualifying degree for the thesis

- Funding

- Established collaborations (official co-supervision, joint supervision, or unofficial opportunistic collaborations)

- Opinion on working and supervision conditions

- Review of training attended and future training plans for the thesis

2. Thesis Progress

* First-year progress review
* Second-year challenges
* Plans for presentations or articles
* Information on the Comité de Suivi Individuel (CSI) process
* Validation of the CSI composition (justification/choice of members, doctoral student's involvement in selecting members)

3. Training and professional project

* Requirement for research ethics/scientific integrity training
* Requirement to present a poster at the Scientific Day of the ED ISCE for 2nd or 4th year doctoral students
* Professional project information on the ADUM portfolio tool
* Information about Elipsce

4. Team Dynamics and Communication

* Interaction with supervisors
* Meetings at the laboratory, integration into the team/laboratory:
* Contact in case of difficulty
* Reporting unit :

<https://etudiant.univ-grenoble-alpes.fr/quotidien/connaitre-et-defendre-vos-droits/egalite-et-lutte-contre-les-discriminations-1379055.kjsp?RH=1702395488830>

**Proposal for the Composition of the Comité de Suivi Individuel (CSI)**

**The CSI is integral to monitoring and guiding the doctoral student's progress.**

**Here are the criteria for its composition, excluding thesis supervisors**

The CSI consists of at least two CECs (Chercheur Enseignant-Checrcheur – i.e. academics/scientists), not involved in the thesis work (external to the doctoral student's research team):

* at least one member who is a specialist in the discipline or related to the thesis field.
* at least one member who is a non-specialist external to the research field of the thesis.
* where possible, a member external to the institution.
* The president of the CSI holds an HDR (Habilitation to Direct Research).

**/!\ Please note: members of the CSI cannot act as rapporteur for the thesis.**

**However, ED ISCE strongly recommends that a member of the CSI acts as an examiner on the defence jury.**

**Schedule**

For theses starting between September and December, the CSI meeting will take place before the summer academic break, i.e., before July.

For theses starting in January or later, the CSI meeting will take place before October 31 of the same year.

Family Name and Given name of the doctoral student:

Thesis start date:

Thesis schedule : Full Time ☐ Part Time ☐

Type of funding :

Thesis title:

Laboratory / Team:

Name and surname of thesis Director:

Supervision Rate %: Email:

Name and surname of thesis co-director:

Supervision Rate %: Email:

Name and surname of co-supervisor:

Supervision Rate %: Email:

**CSI Composition**

**CSI Member No.1 (President)**

**Proposed by: Doctoral student ☐ Thesis director ☐**

Name and Surname:

Laboratory / Team:

Phone : Email :

Status / Grade :

HDR : Yes x No

Expertise :

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**CSI Member No.2**

**Proposed by: Doctoral student ☐ Thesis director ☐**

Name and Surname:

Laboratory / Team:

Phone : Email :

Status / Grade :

HDR : Yes  No

Expertise :

To be completed by the ED ISCE Bureau member

Validation by ED ISCE : Oui

Non

ED ISCE Bureau member (Name and surname) :

Date :

Signature :