

FIRST THESIS INSCRIPTION
WITH A VIEW TO PREPARING A DOCTORAL DEGREE
AT THE INSTITUT DES SCIENCES ET INDUSTRIES DU VIVANT ET DE L'ENVIRONNEMENT
(AgroParisTech)

Academic year 2018-2019
Inscriptions 1st September - 30 November 2018

Reminder of doctoral degree enrolment conditions:

☛ **Have:**

- a national Master's Degree or an equivalent diploma conferring the Master level following a study establishing the aptitude to carry out research,
- a thesis project,
- a welcoming laboratory,
- a thesis director,
- thesis financing: **no student can be admitted without financing.**

☛ **Steps for the student to follow:**

1. enrol online (<http://www.agroparistech.fr/abies/index.php/fr/doctorant/inscription--reinscription>): **obligatory inscription indicating the Doctoral School of reference**, file a personal identity photo (JPG file),
2. print the inscription request folder, sign it and have it signed,
3. print and sign the thesis charter,
4. print, sign and have signed the "Convention Individuelle de Formation",
5. read carefully the "rules and regulations" document, then print and sign "Formulaire CNIL et Règlement Intérieur" form,
6. pay the inscription fees and the CVEC (<https://cvec.etudiant.gouv.fr>), a new mandatory fee,
7. include all pieces of justification as indicated below.

All doctoral applicants at ABIES Doctoral School should, as far as possible, make an inscription appointment with Mme Irina VASSILEVA, Deputy Director of Doctoral Studies at ABIES/AgroParisTech. Applicants should bring their completed inscription file to this appointment.

**Thank you to contact us by e-mail or by phone before coming
to the Doctoral School**

- a properly completed inscription request printed from the online enrolment,
- a description of the thesis subject (maximum 5 pages) or include the thesis financing request folder,
- photocopies of employment contract or an attestation from the organisation financing the thesis,
- the thesis charter signed,
- the “Convention Individuelle de Formation” signed,
- the student’s curriculum vitae,
- a recapitulative of the research trainings taken with a summary or list of publications showing the qualifications of the student concerning training through research,
- photocopies of diplomas obtained with transcripts of grades,
- an identity photo as well as a photo filed on the ADUM website,
- inscription fees for the 2018-2019 academic year (**380 euros**). To pay these fees, you can :
 - carry out payment during the online enrolment,
 - or by cash mandate to “Madame l’Agent Comptable Principal d’AgroParisTech” if you do not have a bank account.
- The “Formulaire CNIL et Règlement Intérieur” form signed
- a photocopy of your identity card,
- a photocopy of your Social Security card (carte vitale).
- a photocopy of individual assurance
- a stamped envelope (format 16x23cm) with your name/surname and address (a stamp for 100 g = 1,60 €- January 2018) if you are in France,
- a proof of payment of the CVEC

All doctoral candidates must have social and health insurance (Social Security, Student’s Social Security, etc.):

- If you have a doctoral contract or other type of contract, you are a salaried employee of an organisation (cf.: AgroParisTech, INRA, etc.) or enterprise, in which case you are covered by the general regime of Social Security and do not need to have Student’s Social Security.
- If you had Student’s National Security last year, you still have it, but for free until 31/08/2019. You cannot modify your management center (LMDE or SMEREP).
- If you are a foreigner and register for the first time in 2018/2019, according to your age and nationality, you may register at the CPAM of your place of residence, else ask to the Student “mutuelles” (LMDE (<https://www.lmde.fr>) or SMEREP (<https://www.smerep.fr/>)).

Following enrolment validation by the Doctoral School of reference, you will receive inscription attestations as well as your student card.