



Adopted by Senate Resolution No. 32/30.03.2026

**Procedure for concluding joint supervision agreements within
doctoral studies at IOSUD — SNSPA**

Legal framework:

- Higher Education Law No. 199/2023, as subsequently amended and supplemented;
- Order of the Minister of Education No. 3020/08.01.2024, published in the Official Gazette of Romania No. 56/22.01.2024, concerning the Framework Regulations for doctoral studies, as subsequently amended and supplemented;
- The SNSPA Charter, adopted at the SNSPA Senate meeting of 28 November 2023, by Resolution No. 49 of 28 November 2023;
- The institutional regulations governing the organisation and delivery of doctoral programmes at IOSUD-SNSPA.

I. General Provisions

- 1) Doctoral studies may be organised under joint supervision, in which case the doctoral student at IOSUD-SNSPA carries out their work under the simultaneous guidance of two doctoral supervisors.
- 2) In order to undertake joint doctoral studies, a joint supervision agreement is concluded, which may take the form of an internal agreement (concluded between the two doctoral supervisors from IOSUD-SNSPA), a national co-supervision agreement (between IOSUD-SNSPA and another IOSUD in Romania) or an international co-supervision agreement (between IOSUD-SNSPA and another institution organising doctoral studies outside Romania).
- 3) The co-supervision agreement sets out the requirements for the organisation and conduct of the PhD programme in each of the two doctoral schools or the two IOSUDs, in accordance with the role each plays in the co-supervision, whilst complying with the universities' internal regulations and the relevant national legislation.
- 4) In the case of a PhD student enrolled at IOSUD-SNSPA, for whom a joint supervision agreement is sought, the doctoral supervisor shall submit a draft agreement, accompanied by a justification of the appropriateness and necessity of conducting the doctoral programme under joint supervision, and the file of the doctoral supervisor proposed for joint supervision to the Doctoral School Council of which they are a member. The file of the proposed doctoral



supervisor for joint supervision shall include: Curriculum Vitae, a list of publications and documents proving their status as a doctoral supervisor at the university to which they belong. The proposal is approved by a vote of the Doctoral School Council and then forwarded for approval to the Director of the CSUD and the Rector of SNSPA.

- 5) The joint supervision agreement must specify the activities to be carried out by the doctoral student within both doctoral schools or within both universities.
- 6) Joint supervision agreements are proposed by the doctoral supervisors and are signed by the Director of the Doctoral School, the Director of the CSUD and the Rector, and by the equivalent bodies at the partner university.
- 7) Before the joint supervision agreement is concluded, it will be reviewed and approved for legal compliance by the SNSPA Legal Office.
- 8) Joint supervision agreements may be concluded by the end of the first year of the PhD programme in the case of SNSPA internal joint supervision agreements or national joint supervision agreements. International co-supervision agreements may be concluded no later than the last day of the first semester of the second year of the PhD programme. Co-supervision agreements proposed after this deadline will no longer be considered.
- 9) In the event that the PhD supervisor transfers from IOSUD-SNSPA to another university and wishes to continue supervising the PhD student, a co-supervision agreement may be concluded, in which the new PhD supervisor at SNSPA is the principal supervisor.
- 10) Any changes regarding the conduct of the training programme for which the joint supervision agreement was concluded (for example: change of doctoral supervisor, change of the title of the doctoral thesis, interruptions, extensions, etc.) must be made in compliance with all applicable legal provisions. These changes may be made by concluding supplementary agreements, at the proposal of the party requesting the change. All financial implications shall be determined by mutual agreement between the two universities and shall be specified in the joint supervision agreement.
- 11) A doctoral supervisor from IOSUD-SNSPA may supervise joint doctoral programmes at the proposal of doctoral supervisors from any ARACIS-accredited university in Romania, as well as from foreign universities included in the list of universities recognised by the Ministry of Education, pursuant to Order of the Minister of Education No. 4002 / 2024 regarding the approval of the list of prestigious universities in other countries.

II. Types of joint supervision:

- 12) **Internal co-supervision agreement:**



The internal co-supervision agreement is concluded in writing between two PhD supervisors working at SNSPA. The written internal co-supervision agreement, initiated by the PhD supervisor and approved by the management of the Doctoral School Council and the Director of CSUD, sets out the responsibilities of each PhD supervisor. The choice of the second supervisor is made by the PhD student, following their enrolment at IOSUD-SNSPA, with the agreement of the first PhD supervisor. The PhD student is fully associated, from an administrative point of view, with the principal PhD supervisor, including in the allocation of the latter's teaching and research workload. The template for the internal co-supervision agreement is set out in Annex 1 to this procedure. The doctoral degree is awarded in the doctoral field of the principal doctoral supervisor with whom the student has enrolled as a doctoral student.

13) National co-supervision agreement:

The national co-supervision agreement is concluded in writing between IOSUD-SNSPA and another IOSUD in Romania and sets out the requirements for the organisation and delivery of the doctoral programme at each of the two institutions involved, including their financial obligations, in accordance with their respective roles in the co-supervision arrangement and with current specific legislation. The doctoral degree is awarded in the doctoral field of the principal doctoral supervisor, with whom the student was enrolled as a doctoral candidate .

The template for the national co-supervision agreement is set out in Annex 2 to this procedure.

14) International co-supervision agreement:

The international co-supervision agreement is concluded in writing between IOSUD-SNSPA and another higher education institution outside Romania. This agreement shall be drafted in a language of international circulation (preferably in English).

Where the national legislation applicable to the institution outside Romania for doctoral studies requires enrolment at the partner university as well, IOSUD-SNSPA retains its rights regarding its primary role as IOSUD within the doctoral programme, a point which must be explicitly stated in the joint supervision agreement.

The doctoral degree is awarded in the doctoral field of the principal doctoral supervisor, with whom the student was enrolled as a doctoral candidate.

The template for the international co-supervision agreement is set out in Annex 3 to this procedure.



III. Public defence of the doctoral thesis under joint supervision:

15) Before commencing the procedures for the public defence of the doctoral thesis, the doctoral student who has undertaken the joint doctoral programme must submit to IOSUD-SNSPA the documents certifying their academic activity at the doctoral school of the partner university. The submission of the doctoral thesis shall be made with the agreement of both doctoral supervisors, in compliance with all the provisions set out in the joint supervision agreements and the provisions in force under Romanian law.

16) The doctoral committee shall consist of: a) the chair of the committee, acting as the representative of the Rector of SNSPA, usually a member of the Senate or a doctoral supervisor at SNSPA in the relevant field; b) the doctoral supervisor(s) in the case of a joint supervision arrangement; c) at least three official examiners, from Romania or abroad, who are specialists in the field in which the doctoral thesis was written, of whom at least two are based outside IOSUD-SNSPA. The committee for the public defence in Romania of a doctoral thesis written under joint supervision includes both doctoral supervisors (from Romania or abroad).

17) Following the public defence of the doctoral thesis, the examination of the documentation submitted prior to the defence and the assessment by the specialist committee, the doctoral candidate may be awarded the title of Doctor in the doctoral field for which they were admitted and enrolled at IOSUD-SNSPA, in accordance with the legislation in force.

IV. Final provisions:

18) The joint supervision agreement shall take effect from the moment of signing for the entire duration of the doctoral programme, including any extension of the doctoral programme.

19) The joint supervision arrangement initially established by a joint supervision agreement may be terminated in the following circumstances:

- Upon loss of doctoral student status (completion of doctoral studies, withdrawal, or expulsion of the doctoral student);
- Upon a reasoned written request from one of the parties (at the request of the doctoral student, the supervisor and/or both doctoral supervisors, or the representatives of the university or universities).

20) This procedure shall enter into force upon its approval by the SNSPA Senate.



Annex 1

Agreement on joint doctoral supervision (co-supervision)

between:

Principal PhD supervisor: Prof. Dr./Assoc. Prof. Dr./Lecturer Dr.
..... from

the
..... within the SNSPA

and

Co-supervisor: Prof. Dr./Assoc. Prof. Dr./Lecturer Dr.
..... from

the
..... Doctoral School

.... within the SNSPA

in accordance with Law No. 199/2023 on higher education, as subsequently amended and supplemented, Order of the Minister of Education No. 3020/08.01.2024 concerning the Framework Regulations on doctoral studies and the Institutional Regulations on the organisation and delivery of doctoral study programmes at SNSPA

agree to jointly act as scientific supervisors for the doctoral student and decide on the following administrative and academic aspects of the co-supervision of the doctoral student's thesis.....

I. Administrative matters

1. Personal details of the doctoral student:

2. Surname and first name:

3. Date and place of birth:

4. Current address:

5. Date of enrolment at SNSPA:

.....

6. Thesis title:

.....

.....

.....

7. Field of study:

8. Expected date of completion of studies:



II. Academic aspects

1. The two supervisors undertake to jointly fulfil this role in relation to the PhD student.
 2. As part of the PhD programme, the PhD student will undertake the following courses/modules:
 -
 -
 -
 3. As part of the research programme, the PhD student will present research reports, as set out in the individual study plan drawn up following the student's enrolment at IOSUD-SNSPA.
 4. The PhD student carries out their activities within the scientific research programme at both signatory universities/departments, in accordance with their obligations and the activities planned in mutual agreement with the two supervisors.
 5. The doctoral student will be fully associated, from an administrative point of view, with the principal doctoral supervisor, including in the allocation of the latter's teaching and research workload.
 6. Venue for the thesis defence: IOSUD-SNSPA
 7. The thesis will be written in and defended in
 8. The thesis abstract will be written in and in Romanian.
 9. The thesis assessment committee shall be constituted in accordance with the legislation in force.
 10. The title and doctoral degree will be awarded in the field in which the doctoral student was admitted and enrolled at IOSUD-SNSPA.
 11. The deposit, distribution and reproduction of the thesis shall be carried out by SNSPA in accordance with the legislation in force.
 12. Following the defence of the thesis, SNSPA shall award the doctoral degree in accordance with the national regulations in force.
 13. This agreement shall enter into force on the date of its approval by both parties and may be amended only by mutual agreement of both partners.
- Signed today,, in 3 original copies.



Rector of SNSPA,
Prof. Remus Pricopie, PhD

Director of the doctoral school,

Principal PhD supervisor:

Director of CSUD,

Co-supervisor:

Doctoral student:



Annex 2

Agreement on the co-supervision of the doctoral thesis

between

(partner university)

(full address of the partner university)

represented by its Rector/President

(surname and first name, academic position, academic title)

and

The National School of Political and Administrative Studies,

6 Povernei Street, Bucharest,

represented by the Rector,

Prof. Remus Pricopie, PhD

In accordance with the legislation governing doctoral studies in Romania,

In accordance with the Higher Education Act No. 199/2023, as subsequently amended and supplemented, with the Order of the Minister of Education No. 3020/08.01.2024 regarding the Framework Regulations on doctoral studies and with the Institutional Regulations on the organisation and delivery of doctoral study programmes at IOSUD-SNSPA,

In accordance with the Regulations of the partner university No.
.....

The two institutions adopt the following decisions regarding the administrative and academic aspects of the joint supervision of the doctoral thesis of the Candidate



(surname, first name)

I. Administrative aspects

1. Personal details

Surname and first name:

Date and place of birth:

Current address:

2. Date of enrolment

At the partner university – if there is such a procedure for the enrolment or formal registration of a PhD student under joint supervision:

At SNSPA – mandatory:

3. Thesis title (in Romanian and in English, French or German):

4. Field of study:

5. Expected date of completion:

6. Planning of research placements

At the partner university – if there is such a procedure for the formal enrolment or registration of the PhD student under joint supervision:

At SNSPA (mandatory)

7. The university at which the PhD student will pay tuition fees and the payment procedure (amount, period, etc.):



8. Social security (if applicable) during visits to the partner university is covered by: (the partner university, the PhD student).

9. Accommodation during visits to the partner university is provided (not provided) at a cost by the partner university, under the same conditions as for its own PhD students.

10. The PhD student receives a scholarship from the University of (type of scholarship/institution awarding the scholarship).

II. Academic aspects

1. Thesis supervisors

First name and surname:

Academic title and teaching position:

Faculty and Doctoral School:

University: SNSPA, Bucharest

First name and surname

Academic title and teaching position:

Faculty and Doctoral School:

Partner University:

2. Subjects equivalent to those in the programme based on advanced university studies

As part of the doctoral programme, the doctoral student will undertake subjects, as follows:

- at SNSPA:
- at the partner university:



3. Research reports

As part of the doctoral programme, the doctoral student will present three research reports, as follows:

- at SNSPA:
- at the partner university:

4. Other academic activities

Each university undertakes to recognise the modules/courses, research reports/papers and academic activities undertaken by the doctoral student at the partner institution, as agreed. Each party undertakes to provide the other university with written confirmation of the results of examinations and the defence of research papers (including the number of transferable credits obtained), if there was a plan for these to be defended at both universities.

5. At the end of the PhD programme, prior to the commencement of the public defence proceedings, the PhD student shall submit to SNSPA the certificate attesting to the activities carried out at the partner university.

6. Venue for the public defence of the doctoral thesis: The defence of the doctoral thesis must be organised at IOSUD-SNSPA.

7. Language in which the doctoral thesis will be written and defended:

8. The abstract of the doctoral thesis shall be written in both Romanian and a language of international circulation.

9. Composition of the doctoral committee:

- the chair of the committee, acting as the representative of the Rector of SNSPA, usually a member of the Senate or a PhD supervisor at SNSPA in the relevant field;
- the doctoral supervisor(s) in the case of a joint supervision PhD;
- at least three official examiners, from Romania or abroad, who are specialists in the field in which the doctoral thesis was written, at least two of whom work outside IOSUD-



SNSPA. The committee for the public defence in Romania of a doctoral thesis written under joint supervision includes both doctoral supervisors (from Romania or abroad).

10. Following the public defence of the doctoral thesis, SNSPA awards, in accordance with the national regulations in force, the doctoral degree. The partner university awards, where applicable, a certificate of completion / academic transcript or its equivalent.

11. This agreement shall enter into force on the date of its approval by both parties and may be amended only by mutual agreement of both partners.

Drawn up in 3 original copies, one for each party involved.

NOTE: Decisions adopted in an agreement concerning the co-supervision of a doctoral thesis may not be invoked contrary to the legislative provisions in force in Romania and the regulations of the partner universities

Rector of SNSPA, Prof. PhD. Remus PRICOPIE L.S.	Rector, Partner University L.S.
Director of the Doctoral School at SNSPA.....,	Doctoral School Director, Partner University.....,
PhD Supervisor at SNSPA,	PhD Supervisor, Partner University,
PhD Student,	Date,



Annex 3

Agreement regarding the Joint Supervision of the Doctoral Thesis

between

SNSPA

Povernei 6, Bucharest, Romania,

Represented by its Rector,

Professor Remus Pricopie, PhD

and

(partner university)

(full address of the partner university)

represented by its rector/president

(first name and surname, academic post, academic title)

In accordance with the Higher Education Act No. 199/2023, as amended, the Order of the Minister of Education No. 3020/08.01.2024, and the general framework for concluding agreements at SNSPA

In accordance with the legislation governing postgraduate studies in (partner country)

.....

the following decision is adopted regarding the administrative and academic aspects of the joint co-supervision of the doctoral thesis of the following candidate:

(First name, Surname)

(specialisation, field)



I. Administrative aspects:

1. Personal Data:

First name and surname:

Date and place of birth:

Current Address:

Passport number or PIN:

2. Date of enrolment:

At SNSPA:

At the partner university:

3. Thesis title (in both languages):

4. Estimated date for completion of studies:

(in accordance with the regulations in both countries)

5. Research and training periods:

At SNSPA:

At the partner university:

6. The university where the PhD student will pay tuition fees: SNSPA

7. Social insurance during the periods spent by the PhD student at the partner university will be covered by (PhD student, partner university):

8. Accommodation during the periods spent by the PhD student at the partner university is provided / is not provided for a fixed sum by the partner university under the same conditions as for its own PhD students:

9. The PhD student will receive a scholarship from:

II. Academic aspects:



1. Thesis supervisors:

First name and surname:

Academic title and teaching position:

Faculty / Department:

SNSPA

First name and surname:

Academic title and teaching position:

Faculty / Department / Laboratory:

University of.....

2. Doctoral courses:

During the doctoral programme, the PhD student will take (a number of)... courses as follows:

§ at SNSPA: (course titles)

§ at the partner university: (course titles)

3. Research papers:

During the programme, the PhD student will present ... research papers, as follows:

§ at SNSPA:

§ at the partner university:

4. Each university will recognise the courses, exams taken and research papers presented by the PhD student at the partner university. Each party undertakes to provide the other university with written confirmation of the results of the exams and of the research papers.

5. The thesis will be publicly presented at SNSPA.

6. The thesis will be written and presented in (language).....

7. Summaries of the thesis will be drafted in (language/s).....



8. The evaluation committee will consist of:

- the chair of the committee, acting as a representative of the SNSPA Rector, usually a member of the Senate or a PhD supervisor from SNSPA in the relevant field;
- the PhD supervisor(s) in the case of a jointly supervised PhD;
- at least three official examiners, from Romania or abroad, who are specialists in the field in which the doctoral thesis was written, and at least two of whom are based outside IOSUD-SNSPA. The committee for the public defence in Romania of a doctoral thesis written under joint supervision includes both doctoral supervisors.

9. The storage, distribution and photocopying of the thesis will be carried out by the partner universities in accordance with the legislation in force in each country.

10. Following the presentation of the thesis, the university that organised the public defence shall award, in accordance with the relevant national legislation, the doctoral degree or its equivalent.

11. This agreement comes into force upon its signing by both parties and may be amended only by mutual agreement of the parties involved.

This agreement has been drawn up in at least three original copies, one for each partner university and one for the PhD student.

Rector of SNSPA,	Rector,
Prof. PhD. Remus PRICOPIE	Partner University
L.S.	L.S.
Director of the Doctoral School at	Doctoral School Director, Partner
SNSPA.....,	University.....,
PhD Supervisor at SNSPA,	PhD Supervisor, Partner University,
PhD Student,	Date,