

DOCTORAL STUDENT GUIDE

From the Doctoral School n° 618 Euclide

LA ROCHELLE UNIVERSITE



A doctorate is a research-based course. It takes the form of an innovative personal research project that enables the student to become an expert in his or her field of research in three years and to acquire technical, organisational and relational skills.

The doctorate is the highest degree (Bac +8)
of French Higher Education
and internationally recognised

A word from the Management of the Doctoral School

The doctorate is the highest level of study that can be obtained.

This guide is intended to provide you with the essential information you need to succeed in your doctoral studies. You will find practical information on the organisation of the doctorate. The functioning of the "Euclid" Doctoral School and its transversal activities are explained here, but you will also discover the services that La Rochelle Université offers to accompany you during the preparation of your thesis, including some legal aspects.

Good reading, best thesis,

Karim AÏT-MOKHTAR
Director of the Euclid ED

Christel LEFRANCOIS
Head of Transversal Activities of the Euclid ED

www.univ-larochelle.fr/-Etudes-doctorales

The Euclide Doctoral School

The Euclide ED accompanies the doctoral student in his/her specific and transversal training and also follows the progress of the doctoral student in his/her research. The director and deputy directors also authorise the defence of the thesis according to the study regulations adopted by the ED council on 27 September 2018, updated on 11 September 2020 and based on [the decree of 25 May 2016 then modified the 22 August 2022, setting the national framework for training and the procedures leading to the award of the national doctoral diploma](#).

The transversal activities pole of the Euclide ED coordinates the transversal training courses (see below) and ensures the actions common to all doctoral students registered in Euclide. The unit also organises various events (the doctoral students' first day of classes, the "Ma thèse en 180 secondes" competition, the second-year doctoral students' conference and the doctoral graduation ceremony).

Organisation of the EUCLIDE Doctoral School

Direction Karim Aït-Mokhtar and David Waterman

Doctoral School Office Karim Aït-Mokhtar, Paco Bustamante, Laurent Mascarilla, Stéphanie Peltier, Linda Arcelin, Christel Lefrançois, David Waterman.

Cross-cutting activities referent Christel Lefrançois

Education officer of the doctoral school office Virginie Chabot

Administrators of the doctoral school Isabelle Hirsch

Coordinator of the program MSCA COFUND "EU-DOCS for SmUCS" Manon Bernard

Doctoral School Council :

ED office representatives K. Aït-Mokhtar, P. Bustamante, L. Arcelin, C. Lefrançois, L. Mascarilla, S. Peltier, D. Waterman	Doctoral student representatives SHS : A. Fontana / L. Bernard & M. Hazard
Representatives of research units J. Moreau (CEBC), C. Allery (LaSIE) , A. Gaugue (L3I)	External personalities I. Landriau (Ecole de la Mer), A. Loukili (Ecole centrale Nantes), Maître M.A. Julien (Avocat-Barreau La Rochelle-Rochefort), J.M. Cheumeni- CARL ZEISS MEDITEC (Technologies médicales)
LRU services representatives: M. De Chalendar (DRH), A. Courtadon (DOI)	

Role of doctoral students on the doctoral school council

Every two years, the Doctoral School holds elections to select doctoral student representatives for the ED Council, which meets twice a year:

- 4 doctoral students
- 4 alternates

The number of representatives is divided by subject area:

- ☐ Sector 1: environmental sciences, engineering sciences, mathematics, computer science – 2 seats
- ☐ Sector 2: law, management – 1 seat
- ☐ Sector 3: history, languages, literature – 1 seat

The representatives of doctoral students are responsible for:

- ☐ Making the link between doctoral students and the doctoral school
- ☐ Representing the views of doctoral students to the doctoral school

Deputies are responsible for replacing their sector representative within the body if the latter is unable to attend or resigns from their position.

Assistant Directors - Doctoral School Referents according to your research unit

Research Unit	Domain			
LITHORAL, LIENSs	Law	Linda Arcelin	05 46 45 85 42	linda.arcelin@univ-lr.fr
CRHIA, D2IA, LIENSs	Languages, Humanities, History	David WATERMAN	05 46 45 68 51	david.waterman@univ-lr.fr
LIENSs, CEBC, Ifremer, Pelagis	Environment	Paco BUSTAMANTE	05 46 50 76 25	paco.bustamante@univ-lr.fr
L3i, MIA	Maths, info	Laurent MASCARILLA	05 46 51 87 43	laurent.mascarilla@univ-lr.fr
LaSIE	Engineering Sciences	Karim AIT-MOKHTAR	05 46 45 72 64	karim.ait-mokhtar@univ-lr.fr
NUDD, LITHORAL	Economics, management	Stéphanie PELTIER	05 46 45 82 09	stephanie.peltier@univ-lr.fr
Cross-cutting activities		Christel Lefrançois	05 46 45 72 17	christel.lefrancois@univ-lr.fr

Practical informations

Address

Doctoral School
La Rochelle University
Orbigny Building - (2nd floor)
Avenue Michel Crépeau 17042 La Rochelle cedex

Doctoral School website: www.univ-larochelle.fr/-Etudes-doctorales

Contact: ecole-doctorale@univ-lr.fr

Secretariat Isabelle HIRSCH, 05 46 45 87 12

ecole-doctorale@univ-lr.fr

ADUM : Single and Shared Doctoral Access

Our Doctoral School has an administrative management tool for doctoral students: **ADUM**. To access this tool, you must activate your account via the link: <https://adum.fr/index.pl>

Please log in with your personal email address and fill in all the information required for your registration. Upon arrival, the Doctoral School administrators will send you instructions by email to help you compile your administrative file and create your account on the ADUM platform.

Once your file has been finalised in the ADUM application and approved by all parties involved in your thesis, you will receive an e-mail allowing you to register administratively and receive your certificate of enrolment.

Research at La Rochelle Université

The LUDI Institute (Urban Sustainable Intelligent Coastline)

Within the framework of La Rochelle Université's specialisation strategy, the new LUDI institute "Intelligent Sustainable Urban Littoral" aims to make La Rochelle Université a university that is mobilised, positioned, known and recognised at the highest level in training and research, following disciplinary and multidisciplinary approaches, around a unique signature in France and abroad on the "Intelligent Sustainable Urban Coastline" allowing us to (1) increase our student and scientific intellectual power and (2) position ourselves as a major player in the societal and economic development of the region. This strategy of specialisation is today

multiplied by the recent creation of the EU-CONEXUS European University, also specialised in the same theme, which today brings together 9 campuses in Europe.

Under the political responsibility of the Vice-President for Research and Director of LUDI, Christian Inard, and the administrative responsibility of Jean-Marc Wallet, the LUDI Institute links the Master's and Doctoral courses with the Research Units. The implementation of La Rochelle University's scientific policy, the steering of research and the allocation of resources, as well as the funding of theses, is therefore ensured by the LUDI Council. Some activities are of particular interest to doctoral students:

- preparation of a post-doc (project, financing, file...),
- information on research administration and management (contracts, budgets, records),
- information on mobility programmes during and after the thesis
- participation in the research governance of the institution (4 seats are reserved for doctoral students in the Research Commission).

Contact:

Director of research and administration: Jean-Marc WALLET, jean-marc.wallet@univ-lr.fr
05 46 45 68 90

Ten research units of La Rochelle Université

CEBC Centre d'Etudes Biologiques de Chizé UMR 7372 - CNRS & La Rochelle Université https://www.cebc.cnrs.fr/	CRHIA Centre de Recherches en Histoire Internationale et Atlantique Université de Nantes & La Rochelle Université www.crhia.fr
D2iA Dynamiques, interactions, interculturalité Asiatique UMRU 24140 Université Bordeaux Montaigne & La Rochelle Université https://d2ia.fr/	L3i Laboratoire informatique, image et interaction EA 2118 La Rochelle Université https://l3i.univ-larochelle.fr/
LaSIE Laboratoire des Sciences de l'Ingénieur pour l'Environnement UMR - 7356 CNRS & La Rochelle Université https://lasie.univ-larochelle.fr/	LIENSS Littoral Environnement et Sociétés UMR - 7266 CNRS & La Rochelle Université https://lienss.univ-larochelle.fr/
EOLE Environnement Organisation Législation	MIA Mathematics, Image and Applications EA 3165 La Rochelle Université http://mia.univ-larochelle.fr/
NUDD laboratoire pour les Usages du numérique pour le développement durable	PoLICEMIES Politique Littératures Cultures Ecriture Médialité Idées Expressions Sciences

And one support and research unit Pelagis UAR 3462

Please have a look here- <https://www.univ-larochelle.fr/luniversite/organisation/conseils-commissions-et-comites/>



Central councils, commissions and committees of the university

The University is organised within the framework of the Education Code. It freely determines its educational and scientific policy within the framework of national regulations and its contractual commitments. The President chairs the University's two central councils: the Board of Governors (CA) and the Academic Council (CAC), which includes the Research Committee and the Training and Student Life Committee (CFVU).

More information here: <https://www.univ-larochelle.fr/luniversite/organisation/conseils-commissions-et-comites/>

Role of doctoral students within the CR

Four seats are reserved for you within the Research Committee, which meets once a month. As such, you become a member of the committee with voting rights and participate in the Research Committee's decisions through your vote. These four members are divided into two sectors:

- Sector A: Science, Technology, Health - 2 seats
- Sector B: Humanities and Social Sciences, Legal Sciences - 2 seats

Doctoral theses - various formats...

Theses are carried out either with a doctoral contract signed with La Rochelle Université (contractual doctoral students), or as an employee of another organisation (CIFRE, ADEME, etc.), but always with registration at La Rochelle Université. In all cases, the doctoral student is associated with the same laboratory or research unit as his/her thesis director. The thesis supervisor must be qualified to direct research (HDR) or benefit from an exemption.

Simple" thesis supervision: a single thesis supervisor supervises the research work.

Thesis co-directors: the two thesis co-directors may or may not belong to the same research unit attached to La Rochelle Université, but with a "main" thesis director as the doctoral student's principal attachment and referent for the ED.

International co-supervision: the doctoral thesis is prepared under the joint supervision of two directors, one at La Rochelle Université, the other in another institution abroad authorised to award the doctoral degree. The co-supervision of a thesis is governed by Title III of the Order of 25 May 2016 then modified the 22 August 2022. It must be the subject of an agreement between the two institutions. The student only pays the registration fees in one of the two institutions (often alternatively), carries out his or her training in both institutions and defends the thesis in one of the two institutions. Thanks to cotutelle, the doctoral student obtains a doctoral diploma in each of the two institutions.

The doctorate with European label: this is a label that recognises the European dimension. The doctoral diploma is sanctioned by a diploma supplement "Doctor Europeus" or "Doctorat Européen". To obtain this label, the following conditions must be met at La Rochelle Université (a) a research stay of at least 3 consecutive months in a European laboratory; (b) writing at least part of the manuscript in a European language other than French; (c) at least part of the defence must be conducted in a European language other than French and (d) the authorisation for the defence is granted by two European (outside France) HDR (or equivalent) rapporteurs other than the referent of the foreign host laboratory.

The MSCA COFUND programme 'EU-DOCS for SmUCS': this project is co-funded by the European Union under the Horizon Europe programme, Marie Skłodowska-Curie Actions call COFUND 2023 and grant agreement No. 101179124.

Specific features:

- o The doctoral student must spend at least 24 months (consecutive or non-consecutive) at La Rochelle University.
- o The doctoral student must spend between 6 and 9 months (consecutive or non-consecutive) at the partner university.
- o The doctoral student must spend at least 3 months with a non-university partner (secondment).

Missions during the thesis

As a member of a laboratory, the doctoral student must carry out his/her research on a subject, which is generally proposed by the laboratory. He/she is supervised by one, or a team of, supervisors (for more details, see the ED regulations).

In addition, the doctoral student registered at La Rochelle Université **must follow 6 training units of 15 hours each: 2 transversal training courses and 2 specific training courses, the 2 other units can be either transversal or specific or a mixture of both depending on the doctoral student's project.**

Under certain conditions, complementary activities (teaching, expertise, dissemination of scientific and technical information and exploitation of research results) may also be carried out (maximum 64 hours of teaching and/or 32 days of expertise). In all cases, the total duration of complementary activities within the framework of a doctoral contract may not exceed one sixth of the annual working time.

For more information on complementary activities, please contact

gestion-enseignants@univ-lr.fr

contact_charges_enseignement@univ-lr.fr

Specific regulations for contractual doctoral students

The **decree** n° 2016-1173 of 29 August 2016 then modified the 22 August 2022 governs the contractual doctoral student. It is strongly advised to read it carefully. Some extracts:

- The remuneration;
- The duration of the doctoral contract is fixed at 3 years, except for specific extensions;
- A gap year may be granted by the President of the University;
- In addition to research activities, complementary teaching activities may be carried out under certain conditions.

The thesis **charter** sets out the principles of the respective rights and duties of the doctoral student, his/her thesis director, the laboratory and the Doctoral School. This charter is common to all doctoral students at La Rochelle Université.

Committed to the ethical principles and values that should guide all human action and govern the life of any organisation, La Rochelle University has decided to adopt a **Charter of Ethics, Scientific Integrity and Mediation**. As a doctoral student at La Rochelle University, you are also bound by this charter.

Doctoral courses

Cross-disciplinary training is common to all doctoral students at La Rochelle Université. They are organised by the cross-disciplinary activities centre and include modules on professional integration, enrichment of general and personal skills, communication and languages and research ethics.

Specific training courses are proposed and provided by the host laboratory in consultation with the doctoral school. The aim of these courses is to deepen the knowledge linked to the research themes of the host laboratory. When the laboratory does not offer specific training, you can find some outside (min. 15 hours for a training course) and consult (obligatorily) with your deputy director of the field on its possible validation.

Before the thesis defence, the Doctoral School director checks that the doctoral student has previously validated **6 training units** (including at least 2 transversal training courses and at least 2 specific training courses).

Training courses offered by the Doctoral School's cross-disciplinary activities division

The current cross-disciplinary training courses have been designed at La Rochelle Université to support the development of doctoral students' cross-disciplinary skills in order to :

Increase their personal skills and competencies

The cross-disciplinary activities unit supports this type of training because a solid personal training of the doctoral student increases his/her employability and personal development. It also helps to strengthen the links between the future researcher/executive and his/her former institution.

These courses include for instance language courses (refresher courses in English, writing scientific texts in English, conversation in English, courses in French as a foreign language) and communication courses (participation in and/or organisation of the "festival du film (pas trop) scientifique": production of a short film, participation in the "Ma Thèse en 180 secondes" competition and presentations (oral and poster) at the "Colloque des Doctorants de 2^{ème} année")

Professionalization and access to the business world

These courses aim to valorise the know-how and skills acquired during the thesis and learn how to protect new discoveries. The courses offered are for instance: intellectual property and valorisation and new thesis chapter (skills assessment). Other courses allow for a doctoral-company face-to-face meeting (HACKATHON), organised by Campus Innov and the La Rochelle Université Foundation.

Basic Research and Education

These courses enable doctoral students to focus their research ("Specialised documentary research" in cooperation with the University Library) and to develop their teaching skills at university level. An open training course on "innovative pedagogy" is proposed in this sense.

This training offer is summarised in Table 1. Cross-curricular training is provided in the form of teaching units (TU). All the UEs have a minimum hourly volume of 15 hours. Doctoral students must take at least two of these courses. Details of these courses are given on the following pages.

Other courses may be offered during the academic year. Please check with the doctoral school secretariat.

The courses open with a minimum enrolment of 12 students, except in special cases (FLE, Film Festival, MT180, Challenge PhD-private company, PhD+ program and New Thesis Chapter).

Other cross-disciplinary training courses to which La Rochelle Université doctoral students have access are offered at the [URFIST: http://weburfist.univ-bordeaux.fr/](http://weburfist.univ-bordeaux.fr/)

¹ As salaried staff of the University of La Rochelle, doctoral students on a doctoral contract may also access any training offered by the HRD

Table 1 - Cross-curricular training offer proposed by the Pôle des Activités Transversales.

FORMATIONS	UE	Intitulé formation (15h minimum)	Année conseillée de doctorat
General training	UE-1	Research ethics De nombreux MOOC sont proposés : https://www.fun-mooc.fr/fr/cours/integrite-scientifique-dans-les-metiers-de-la-recherche/ https://www.fun-mooc.fr/fr/cours/ethique-de-la-recherche/	1
Personal skills	UE-2	English 1 (scientific writing)	2,3
	UE-3	English 2 (conversation)	1,2,3
	UE-4	FLE course – French for foreign people	1,2,3
	UE-5	Participation/organisation of the "Festival du film (pas trop) scientifique"	1,2,3
	UE-6	^{2nd} year doctoral students* conference	2
	UE-7	MT180* participation	1,2,3
Professionalization and access to the business world	UE-8	Programme PhD+ ^(a)	1,2,3
	UE- 9	Challenge PhD-private company	1,2,3
	UE-10	New thesis chapter (skills assessment)	3
Research and education	UE-11	LaTeX: writing scientific documents	1,2,3
	UE-12	European Funding : understanding the context and identifying opportunities	1,2,3
	UE-13	Specialized documentary research and open science	1
	UE-14	Training in university pedagogy	1,2
	UE-15	Live my life as a trainee researcher & cordée de la réussite reporter métier	1,2,3

(a) training already held on 18 and 19 November 2025

Focus on the courses open at La Rochelle Université for 2025/2026:

UE1	<i>h. variable</i>	<i>Research ethics</i>	MOOC
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A list of MOOC can be found:

<https://www.fun-mooc.fr/fr/cours/integrite-scientifique-dans-les-metiers-de-la-recherche/>

<https://www.fun-mooc.fr/fr/cours/ethique-de-la-recherche/>

EU2	15h	<i>English- scientific writing</i>	<i>Frank Healy</i>
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Organization of the course: 3 hours per week.

Dates: January & February

Maximum number of participants: 20

Required work and follow-up: (Project, report, minutes, presentation) :

- Work on articles to be published, or thesis chapters in English.
- Students will be asked to write a number of abstracts, articles or other texts depending on their starting level.
- Some of the work could be done by e-mail (sending documents to the tutor, returning corrected documents).

Objectives:

- To improve the techniques of writing scientific texts (abstract, article or thesis).
- Through workshop work on their own technical writing, to consolidate and even improve the reading and writing skills already acquired.
- To make students aware of their writing problems and give them an adequate methodology.

Contents :

- The student's area of research (from English sources).
- Scientific writing techniques in English.
- Language problems specific to each.

For whom: PhD year 2/3

The advantage of this module is that the course takes the form of a workshop during which students work on their own texts.

Evaluation:

The student's attendance, work and involvement. Student's level of writing according to the CEFR (Common European Framework of Reference for Languages).

EU3	15h	English- conversation	Frank Healy
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Organization of the training: 3 hours/week.

Dates: from 14h to 17h the 6-13-20-27 of January +3rd of February 2026

Work required and follow-up :

Preparation of English-language press reviews. Participation in debates. Participation in role plays. Oral presentations on various topics.

Objectives:

In the professional scientific environment, there is clearly a need to master the technical English of one's speciality, but it is also important to be able to communicate on more general topics: the famous "small talk", which is very important in the image one gives of oneself. The aim of this module is therefore to improve students' ability to hold a conversation in general English.

The aim of this module is to improve students' ability to hold a conversation in general English.

For whom?

For doctoral students wishing to improve their conversational English.

Evaluation:

Attendance, work and involvement of the student.

The student's writing level according to the CEFR (Common European Framework of Reference for Languages).

EU4	15h	FLE- French as a Foreign Language (for foreign students)	William Léger
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Training organization: 2 hours per week.

Dates: from 13h30 to 15h30 the 5, 12, 19, 26 of February, 5, 12, 19, 26 of March

Maximum number of participants: 12

Required work and follow-up :

- Work on a variety of texts.
- Writing of short everyday texts.
- Class discussions and short oral presentations.
- Observations and exercises on the structural aspect of language.
- Reflective approach on the part of each student.

Objectives :

- Gain autonomy in the French language: daily life, university studies, etc.
- Gain self-confidence in front of a French-speaking audience.
- Improve written and oral skills (comprehension and production).
- Understand the professional world in France through the notion of interculturality.

Contents :

- Initial placement test.
- Work on verbal, non-verbal and paraverbal communication.
- Writing techniques.
- Grammar and vocabulary.

For whom: PhD year 1-2-3

The module's plus points: no booklet to follow like at school, the course is part of a FOS (Français sur Objectifs Spécifiques) approach and adapts to the level of each student based on authentic documents.

Assessment methods :

Attendance, work and involvement of the student. Written and oral levels assessed according to the CEFR (Common European Framework of Reference for Languages).

EU 5	h variable	Not Too Scientific Film Festival	Équipe audiovisuelle : Dominique Besse & Cédric Rochereul ADOCS
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Organization of the training: see ADOCS.

Dates: Fête de la Science week, autumn 2026.

Objectives:

The objective is for young researchers (doctoral students or young doctors) to present their work to a large audience, by means of a film of approximately 5 minutes. No writing constraints are imposed, and there is total freedom in both form and content. The only requirement is that the films be popular: they must be short, lively and entertaining.

Modalities :

The future directors will be given training by the ISD's audiovisual team in scriptwriting, audiovisual language and filming techniques during May and June. They will then shoot the film with the actors of their choice. The equipment needed to make the film will be loaned and, if necessary, the audiovisual team will help with editing. They will also take part in the events planned to show the films (in secondary schools, gala evenings, science festivals, etc.), usually organised during the Fête de la Science in October.

To apply, please send an email to

adocs@univ-lr.fr

indicating name, surname, field of research and title of the short film (even if provisional), before April of the current year.

To view films from previous editions:

<http://adocs.univ-lr.fr/index.php/festival/palmares>

Evaluation: To validate the course, doctoral students must present their film at the festival organized in October. He/she must then submit a validation request to his/her domain referent, indicating surname, first name, title of short film and/or activities, as well as an estimate of the hours invested in the activity.

EU6	1-2 days	2 nd year PhD students' conference	Christel LEFRANCOIS
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Organization of the training: conference (scientific paper writing, oral presentation and poster presentation).

Dates: 23rd and 24th of April 2026

Objectives:

The main objective is to make the research carried out by doctoral students better known, both inside and outside the university. It is therefore a question of communicating about one's thesis work through :

- Writing a 2-page abstract. All abstracts will be compiled into a booklet and handed in on the day of the conference.
- The development of a poster. The posters are displayed in the hall of the university library.
- An oral presentation (5 min or MT180 format = 3 min)

Articles, posters and oral presentations are intended for ULR doctoral students and researchers in all disciplines, but also for a wider public. It is therefore an exercise in scientific popularisation.

For whom?

PhD year 2.

Evaluation:

Participation in this conference is compulsory and is part of the training. A request for validation must be sent to the Director of the Doctoral School indicating name, first name, title of the scientific work presented and the estimated number of hours invested in the event.

Prizes are awarded.

EU7	h variable	My Thesis in 180 seconds (MT180) (French speaking is needed)	Christian GOICHON Christel LEFRANCOIS
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Organization of the training: competition with an organization depending on the national calendar

Dates: La Rochelle selection (5 of March 2026), regional final (between the 20th and 24th of April 2026), national final (June 2026), international (Septembre 2026)

Objectives:

This competition allows PhD students to present their research topic in simple terms to the general public. They have 3 minutes, not a second more, to present their thesis! This is a unique opportunity for them to improve their communication skills and to disseminate their research in the public space.

The My thesis in 180 seconds competition is inspired by the *Three minute thesis* competition, first organised in 2008 by the University of Queensland, Australia. Each participant has to give a clear and understandable, yet convincing presentation of their research project to a diverse lay audience in three minutes.

Modalities :

A coach will accompany you throughout to prepare your presentation. You must present in French.

For whom?

PhD year 1-3 and doctors who defended their thesis in the academic year 2023-24. You must speak French.

Evaluation:

Participation in this competition is highly recommended as it allows you to put your speaking skills into practice for an uninformed audience while demonstrating your scientific qualities. Send a request for validation to the Director of the Doctoral School indicating name, first name, title of your presentation, if you were a finalist and estimated hours invested in the event.

Prizes are awarded for each final.

EU9	15 h	PhD+ program: explore the full potential of your research	OpenCampusInnov, SATT Aquitaine : Antoine Charruey /Amira Terfi
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Training organization: 2 continuous days (9:00 am - 6:00 pm) in the BU CampusInnov rooms, minimum 8 participants

Dates: April 28 and 29, 2026

Objectives :

- Discover the world of innovation and entrepreneurship
- Develop critical thinking skills by adopting an entrepreneurial approach to research
- Familiarize yourself with economic development and the basics of research funding
- Develop new skills and creative work methods
- Work with other PhD students in co-development

Content:

We offer a two-day immersion in the world of innovation and research commercialization. How can you take a fresh look at your research work and envisage its commercialization in the socio-economic world (how to transform your research results into products or services)?

We'll also look at various notions of innovation and intellectual property, as well as the different ways in which your research can be commercialized.

Finally, we'll take a closer look at pitching, narrative and oratory techniques.

These two days will be punctuated by knowledge inputs and practical workshops that will enable you to acquire new tools and working methods (creativity methods, co-development work, design thinking, etc...

This is a discovery program, and you don't need to have identified a project to take part.

For whom: PhD students - The PhD+ program is open to all fields.

The module's plus points: concepts will be presented in a fun and participative way, with speakers and experts sharing concrete experiences.

Assessment criteria: attendance and active participation in workshops.

EU10	One to one sessions	New Thesis Chapter (skills assessment)	Frédérique Deloffre-Vye <i>Human Resources Coach and Consultant</i>
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Organization :

Two individual sessions lasting 1.5 hours each to work on each person's needs and activate the right levers for the future.

Sessions can be held in person or via video conference, depending on each person's circumstances.

All sessions are confidential.

Dates:

Individual appointments will be arranged between each doctoral student and Ms Frédérique Deloffre-Vye during weeks 21 and 24.

When the time comes, a table will be sent out to determine the two time slots.

Objectives:

The 'Skills Development - A New Chapter in Your Thesis' programme helps doctoral students nearing the end of their thesis to take stock of their skills and develop them further.

The aim is to reflect on what the PhD has brought you in terms of:

- personal development (getting to know yourself better, interpersonal relationships, etc.)
- professional development (your skills, qualities to highlight, etc.);...
- and to plan your post-thesis strategy (avenues to explore, networks, etc.).

For whom: exclusively 3rd year PhD students. Once the thesis has been completed, this assessment can no longer be funded by the University.

Contents :

It is a comprehensive inventory and assessment of the skills required to successfully complete the thesis. It is not academic in nature and does not contribute to the assessment of the thesis or the awarding of the degree.

This work includes a critical analysis of the thesis process from a project perspective, identifying and highlighting the professional knowledge and skills developed during the thesis.

EU11	15h	LaTeX scientific writing	Benoit Simon-Bouhet
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Organization of the course: 2nd semester

Dates: 7 and 8 of January 2026 (from 9h to 12h30, then from 13h15 to 16h45)

Objectives:

To provide participants with the necessary skills to produce scientific documents of excellent typographical quality that meet academic standards for writing theses, scientific articles, reports and dissertations.

For whom: all PhD students

Contents :

The contents are adapted to ensure the writing of scientific texts and dynamic reports.

Evaluation: Attendance

EU12	14h	European Funding: understanding the context and identifying opportunities	Emeline Alexandre, Caroline Plumejeau, Lucie vaucel
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General organization of the training course:

- ⇒ Webinars on 4 separate half-days lasting 3½ hours each
- ⇒ Conditions of a minimum of 7 people and a maximum of 25
- ⇒ Training conducted in English
- ⇒ Training included into the EU-CONEXUS catalogue of PhD courses

Dates :

- 12 January 2026 (13h30-17h00 CET)
- 19 January 2026 (13h30-17h00 CET)
- 26 January 2026 (13h30-17h00 CET)
- 2 February 2026 (13h30-17h00 CET)

Objectives :

The training aims at introducing PhD students to European funding, with particular focus on competitive research calls for proposals. We will be looking to introduce the context, objectives and opportunities that come with EU-funded projects. In order to prepare aspiring researchers for the next steps of their career after their thesis completion, our goal is to get them ready to apply for and/or contribute to EU funding applications.

For who : The training is meant for PhD students who are absolute beginners in this area. It is open to R1: First Stage Researchers (up to the point of PhD) with a specific target on second & third year PhD students.

Targeted skills:

At the end of this course, participants will be able to:

- navigate the EU funding landscape
- identify and understand relevant calls for proposals
- use the appropriate language in the context of EU funding
- know what is expected in a Horizon Europe proposal (evaluation criteria and transversal aspects...)
- understand strategic funding schemes (MSCA Postdoctoral Fellowships)

Contents & programme

The training will use different methods: presentations, group work and testimonies from successful applicants and/or experts.

Webinar 1: to be determined

Webinar 2: to be determined

Webinar 3: to be determined

Webinar 4: to be determined

Assessment methods:

- Active participation over the 4 webinars
- Group work

EU13	15 h	<i>Specialised literature search and open science</i>	Carine LAVIGNE Muriel Hoareau
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Organization of the course: Module composed of 1h30 sessions offered in the 1st and 2nd semester (2 sessions)

Dates: Session 1 : 26→30 of January 2026 (9h00-13h)

Session 2: 1st → 3rd of April 2026 during 2 days and half (9-17h/9-17h/9-12h)

Objectives:

Enable PhD students to :

- Learn the methodology and tools of documentary research
- Optimise their documentary research (build a documentary monitoring system, manage bibliographical references)
- Understand the principles of copyright as applied to theses and scientific publications
- Grasp the challenges of open science
- Learn about the open access scientific publishing environment
- Grasp the challenges associated with research data management

Contents :

- Documentary research methodology
- Focus on a bibliometric database: Scopus
- Document monitoring tools (RSS feeds, alerts, aggregators)
- Bibliographic reference management (Zotero)
- Copyright concepts for academic work
- Open access publishing
- Digital identity of young researchers
- Research data management concepts
- Free science! : serious game

For whom: 1st year PhD students. 14 people maximum.

Evaluation: Attendance

EU 14	15 h	Training in university pedagogy <i>(a similar course is available in the EU-conexus catalogue)</i>	DPI - Department of Innovative Teaching Methods
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Organization of the training: module composed of five 3-hour workshops

Dates: starting on 24 February 2026, one session per week every Tuesday afternoon.

Objectives: To support the University's doctoral students in their professional development in matters relating to teaching and learning. This training course aims to provide participants with the knowledge and skills necessary to design and deliver teaching programmes, incorporating, among other things, the use of specific digital tools.

For whom: doctoral students teaching at university ; doctoral students who have a professional teaching project (teacher-researcher, etc.)

Targeted skills:

- Design engaging lessons that promote learning for everyone through the use of active methods
- Develop appropriate assessments

Program :

Workshop 1 - What is university teaching?

This first workshop invites you to discover the fundamental concepts of university pedagogy through a serious game. A life-size educational Escape Game is offered to give you an extraordinary learning experience and activate pedagogical concepts. At the end of the game, there will be time for discussion to review your experience, the challenges you faced and the pedagogical concepts addressed during the game.

Workshop 2 - Building your course

This workshop offers doctoral students the opportunity to work on the pedagogical design of university courses. Through practical tools and role-playing exercises, participants will learn how to structure effective and engaging teaching. The focus will be on the three pillars of pedagogical alignment, namely defining learning objectives and choosing appropriate teaching and assessment methods.

Workshop 3 – Integrating skills into your teaching

This workshop explores how to link the subject content of your teaching to the learning objectives of the skills targeted by the training programme. You will learn how to identify and formulate the skills used in your courses, translate them into clear learning objectives, and integrate them into your teaching activities and assessments. The workshop draws on methods and tools to help you design your teaching.

Workshop 4 – Artificial intelligence and teaching

When and how can AI be used in teaching? This workshop explores some ways in which AI can be used in teaching, such as to assist in course design or assessment tools. What are the possibilities, and how can they be tested?

Workshop 5 - Distance learning

This workshop offers an opportunity to discover the potential of digital technology for higher education in three stages:

- Discovering Moodle: presentation of the main features for designing and delivering your courses
- Discovering a smart room: experimenting with an innovative learning space and presentation of educational uses
- Overview of teaching methods: hybridisation, co-modality, distance learning

Evaluation: Attendance and involvement in the proposed activities

UE15	14-15h	<i>Vis ma vie d'apprenti chercheur (Action 3) et cordée de la réussite reporter métier (Action 1)</i> <i>(French speaking is needed)</i>	DOI- Direction Orientation et Insertion, Agnès Joubert
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Organization of the training:

- Action 1: 2 to 3 hours in speed dating or round table format
- Action 3: over 4 half-days for a total of 12 hours, on Wednesday afternoons (1 at the MRIP, 1 at the university library, 1 at the research laboratory and 1 at the partner secondary school)

Dates:

- Action 1: November
- Action 3: March/April 2026 (dates to be determined)

Required work and follow-up:

prepare your sessions (action 3) + prepare your presentation (actions 1 & 3)

Objectives :

- Introduce secondary school pupils to the world of research and higher education
- Enable secondary school pupils to think about their future career paths
- Debunk common misconceptions

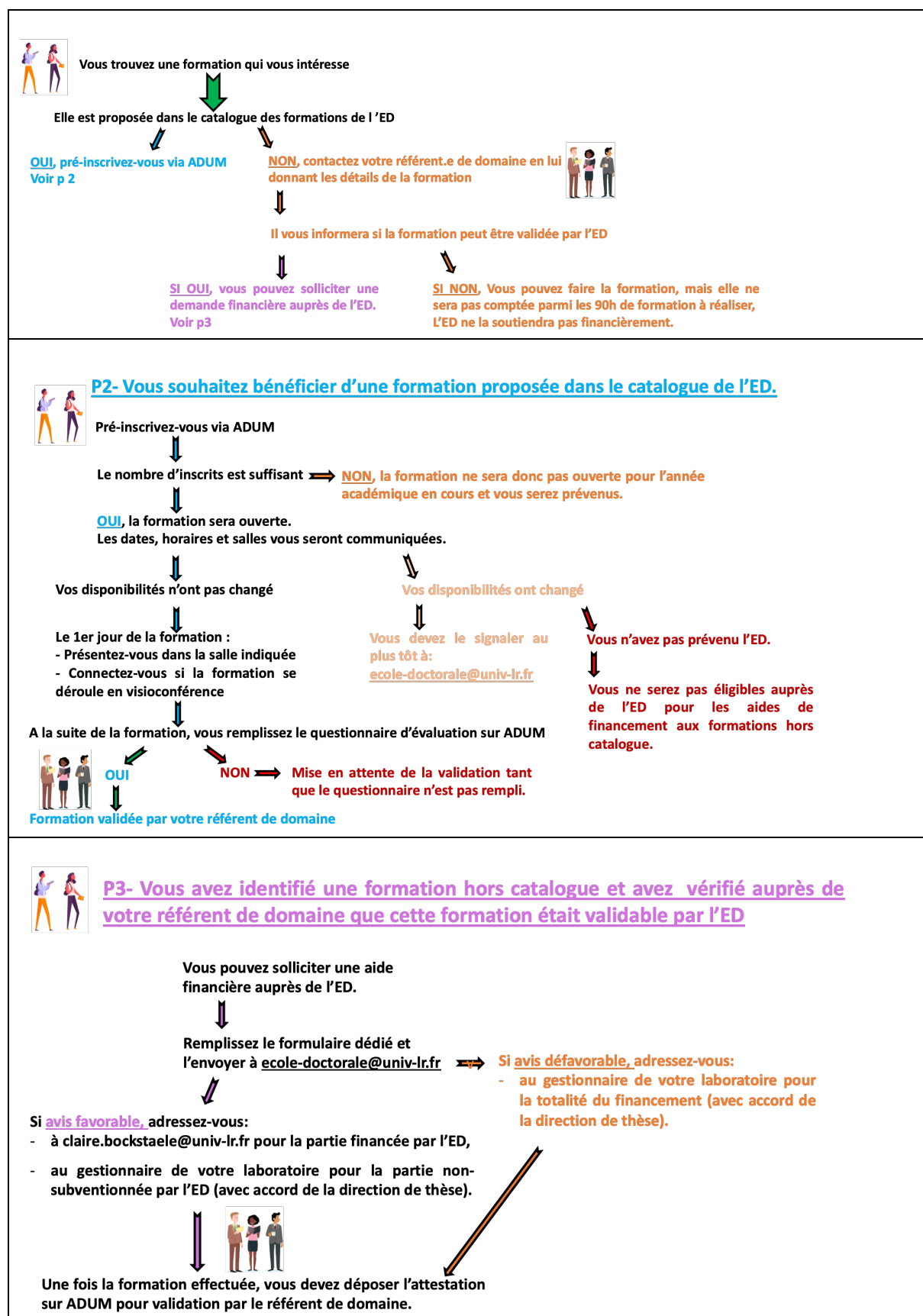
Contents :

- The PhD student will participate in two group immersion sessions with secondary school students (combining actions 1 & 3) to introduce them to higher education and the world of research.
- The PhD student will be required to:
- Present their thesis topic, research work, career path, etc. (actions 1 & 3)
- Give a tour of a research laboratory (action 3)

For whom : 1st, 2nd, or 3rd-year PhD students.

The module's added value: contact with secondary school pupils, exchanges

Evaluation: Attendance



Thesis defense

The president of the university authorises the defence of the thesis **after receiving the opinion of** the director of the Doctoral School on the proposal of the thesis direction.

Doctoral students' events

Doctoral students' first meeting of the year

Organised at the beginning of the academic year, this meeting is a moment of conviviality and integration for new doctoral students. It aims to provide general information on the doctoral school and the organisation of doctoral training. The different services that La Rochelle Université offers to its doctoral students are also presented.

My thesis in 180 seconds" competition

This competition allows PhD students to present their research topic in simple terms to the general public. They have 180 seconds, not one more, to present their thesis topic! This is a unique opportunity to improve their communication skills and to present their research to an audience. The winners participate in a regional, then national and finally international (in French) final. Prior to the presentation, individual training by a professional actor is offered to the candidates. The presentation takes place in March-April depending on the national calendar.

Prizes are awarded to the best presentations.

2nd year PhD students' conference.

Participation in this conference is **compulsory** and is part of the training. It takes place in May/June. The main objective is to make the research carried out by doctoral students better known, both inside and outside the university. It is therefore a question of communicating about one's thesis work (popularisation of science) through:

- writing a 2-page summary (all summaries are collected in a booklet)
- the creation of a poster (posters are displayed in the hall of the university library)
- an oral presentation (short, 5 minutes or "My thesis in 180 seconds" mode, 3 minutes)

Prizes are awarded: the prize for the best oral presentation, the prize for the best poster presentation and the doctoral student prize

Doctoral graduation ceremony.

Through this event, La Rochelle Université aims on the one hand to honour its new PhDs and, on the other hand, to raise awareness and promote training through and for research. This ceremony takes place under the aegis of a sponsor, in the presence of representatives of the university's management, the directors and deputy directors of the doctoral school, the thesis directors, external personalities and members of the graduates' families and friends.



Associations of interest to doctoral student

ADOCS (Association of PhD students and young doctors of La Rochelle Université)

Contact <https://adocs.univ-lr.fr/> and adocs@univ-lr.fr



The association encourages meetings and exchanges between doctoral students from different disciplines around cultural projects and events. Numerous evenings and cultural or sporting outings are organised throughout the year.

Several scientific culture projects have been or are still being carried out by ADOCS, aimed at the general public and schools. Among these, the [not too] scientific film festival, a first in France at the time of its creation by ADOCS in 1999!

Finally, ADOCS is also a network of former PhDs from La Rochelle Université and a desire to create a strong link with the socio-economic world: innovation, project management, rigour and management of deadlines are keywords shared by companies and PhDs!

Membership of the ADOCS is possible for any doctoral student or doctor on a fixed-term contract at La Rochelle Université. It is done by paying an annual fee, the amount of which is set by the Board (10 euros in 2024-25). To become a member, simply pay this amount to a member of the Bureau. It is always possible to join directly at an event.

Association de la Fondation Etudiante pour la Ville (AFEV)

Contact www.afev.org



AFEV is an association whose creation stems from the desire to fight against inequalities and relegation in working-class neighbourhoods in France, by creating, alongside public policies, spaces for civic engagement for young people in general and students in particular. AFEV is the first network of student intervention in working-class neighbourhoods. It carries out awareness-raising campaigns for the general public: the Day for the Refusal of School Failure, the Observatory of Solidarity Youth, the Observatory of the Social Responsibility of Universities, the European Forum of Committed Youth, Lab'Afev, the ZEP Blog...

Services around the doctoral student

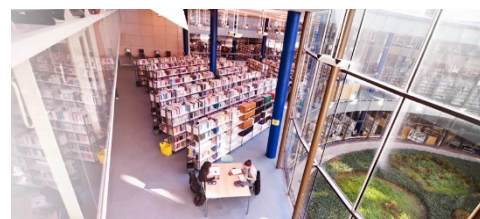
The 'BU' (University Library)

Contact : 1 parvis Fernand Braudel 17000 La Rochelle
05-46-45-39-69

bu_peb@univ-lr.fr

Vous trouverez toutes les informations sur le site :

<https://bu.univ-larochelle.fr/> L'emprunt de documents nécessite l'inscription à la bibliothèque, sur présentation de la carte d'étudiant.



Inter-library loan (ILL): A paying service, which allows you to borrow documents that are not in the La Rochelle library. The costs are covered by the laboratory, with its agreement.

Electronic documentation: includes all documents that can be consulted online (journals, books, encyclopaedias, etc.) and bibliographic databases.

Remote access: from ENT, heading [Documentation] > Doc. Electronic.

Culture

Contact : Espace Culture Maison de l'étudiant, 3, passage Jacqueline de Romilly 17000 La Rochelle, 05-16-49 -67-76 culture@univ-lr.fr

The *Espace Culture-Maison de l'étudiant* offers artistic and cultural workshops, theatre, stage writing, photography, astronomy, electropop choir... 12 weekly workshops, on weekends or every two weeks, led by professional speakers and artists, which result in public productions, notably during the annual spring festival "Les étudiants à l'affiche". Free registration at the Maison de l'Etudiant or at the beginning of the cultural and associative year.



- Super Pass' Étudiant : FREE (it can be picked up at the Maison de l'étudiant) it allows you to discover more than 300 shows, exhibitions, concerts and films in all the partner cultural venues, at very special rates. Science and culture: La Rochelle Université proposes actions for the dissemination and promotion of scientific culture, the aim of which is to build bridges between science and the general public, and to promote the scientific disciplines. La Rochelle Université coordinates the annual Fête de la Science in October.
- Student involvement, community life and project support: The Maison de l'Étudiant provides information on cultural events in the city and at the university, as well as on student and community life.
- Cultural agenda: Throughout the year, the University's cultural agenda gives pride of place to artistic, cultural and scientific events (screenings, meetings, shows). These events are organised in conjunction with the cultural players in the region (structures, local and regional festivals, etc.) in line with university training and research. Free admission.

Direction orientation insertion

Contact : 2, passage Jacqueline de Romilly, 17000 La Rochelle 05-46-45-26-77 orientation@univ-lr.fr

MRIP provides daily support on various issues relating to professional integration and entrepreneurship. Guidance, integration and continuing education advisors are available every day to meet you, inform you and help you with :

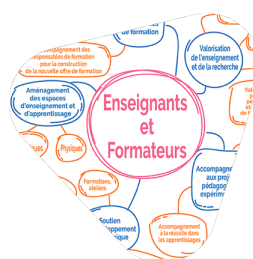


- the different training paths in France, Europe and internationally and the possible bridges between diplomas and higher education institutions,
- the methods (interventions, workshops, teaching) put in place to facilitate your entry into professional life...
- the creation of activity,
- mechanisms for the validation of experience and lifelong learning.

Direction des pédagogies innovantes

Contact 44 Avenue Albert Einstein 17000 La Rochelle 05-46-45-72-74 nolwenn.quere@univ-lr.fr

The Innovative Pedagogies Department is the university teaching department of La Rochelle University. The DPI supports the institution's stakeholders in developing and diversifying teaching and learning practices, drawing on research in the field. The DPI also helps to promote the institution's educational and scientific heritage



Prevention Department

Contact

Technoforum, 05 46 45 72 12

hygiene-securite@univ-lr.fr

Everyone's safety is everyone's business. When you arrive at the university, the prevention of occupational risks must be an integrated concern in all your activities. Various structures dedicated to prevention exist to help you in this collective process.



All doctoral students must ask their department head and/or direct supervisor about good working practices, safety rules and what to do in the event of an accident or disaster. You can contact the prevention assistant of your research unit at any time.

In particular, be aware of the general medical emergency instructions, the general and specific instructions in case of fire, and identify in advance the evacuation routes and the location of the emergency exits.

General safety training (fire extinguisher handling, gestures and postures, screen work, etc.) is organised by the prevention department during the year. You are invited to participate.

In addition, depending on your activities, you may be required to take specific and compulsory safety training courses (chemical risks, biological risks, electrical authorisation, etc.). Contact your department's prevention assistant or the prevention department to find out what your obligations are in this area.

The University Health Service (SDSU)

Contact : 44, avenue Albert Einstein – 17000 La Rochelle

05-46-45-84-46

secretariat-sdsu@univ-lr.fr

A team at the service of doctoral students composed of: two doctors, two nurses, two clinical psychologists, two social workers and a secretary.



In case of emergency

Saint Louis Hospital Rue du Dr Albert Schweitzer 17019 La Rochelle +33 (0)5 46 45 50 50	L'université me protège To prevent and respond to situations of harassment, discrimination or violence, break your silence and speak to relais d'écoute et d'accompagnement. https://www.univ-larochelle.fr/luniversite/nos-engagements-sociaux/egalite-et-lutte-contre-les-violences/lutte-contre-les-violences-sexistes-et-sexuelles/ Need someone to talk to? Get 12 free sessions with a psychologist who is part of the scheme. Santé Psy Etudiant.
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- Health service: preventive nursing check-ups, care, vaccinations, reception for medical appointments, advice,
- General medical consultations: care, listening sessions, nutrition, certificates, medical support for departures abroad (advice, prescriptions, vaccinations)...
- Planning consultations (gynaecology, contraception).
- Accommodation of students with disabilities (study and examination facilities, etc.)
- Individual psychological support and follow-up.
- Student Social Services :

Information on students' rights, funding, listening, help and advice, referral to appropriate structures (CAF, CROUS, etc.).

The Direction des Relations Internationales Europe et Francophonie (DRIEF)

Contact : 1 parvis Fernand Braudel (bât. LLASH) –
17000 La Rochelle 05-46-45-91-14
drief@univ-lr.fr



- La Rochelle University encourages student mobility, cooperation agreements and collaboration between research laboratories. The International Relations Department implements the institution's policy on international relations: it provides support to all those, students and teachers, who work to promote the international dynamism of La Rochelle Université.
- This support can take several forms: administrative support, financial aid for mobility, language preparation.
- The ERASMUS+ programme promotes exchanges in Europe, and includes study visits and work placements;
- La Rochelle Université has privileged partnership areas: The Asia-Pacific zone, a specificity and wealth of La Rochelle Université, Europe (European Education and Training Area) The American continent (North, South and Central America) and especially Brazil.
- Only mobility projects that fall within the framework of an agreement between La Rochelle Université and the partner university are eligible for financial aid. The agreements mention the flows according to the level of study, and include the PhD level.

SUAPSE" (University Service for Physical, Sports and Expressive Activities)

Contact :
Gymnase Bongraine, Boulevard de la République, 17440 AYTRE,
tel : 05 46 45 18
www.suapse.univ-lr.fr



The University Service for Physical, Sports and Expressive Activities is a joint service of the university. It organises and manages a wide range of physical, sporting and expressive activities. For leisure, competition or evaluated practice, you will find, we hope, something to complete and fill your life as a student...

When you start your thesis, you join the civil service. As a result, the MGEN will manage your compulsory health insurance scheme, as it does for all higher education employees (civil servants and contract staff).

La MGEN : Mutuelle Santé Prévoyance, ouverte à tous

La Rochelle Université

D'ici, on voit + loin !

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- Complémentaire santé-prévoyance référencée par le ministère
- Acteur global de santé : **prévention** au service des personnels et des élèves, **actions sanitaires et sociales**
- **Accompagnement** des situations de vie personnelle et professionnelle



GRUPE **vyv**

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17138, PUILBOREAU
www.mgen.fr sd017-contact@mgen.fr

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on voit
+ loin !**

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