

SUPERVISION COMMITMENT OF DOCTORAL STUDENTS AT REY JUAN CARLOS UNIVERSITY

I. DOCTORAL STUDENT DATA

First name:

Last name:

National identity number/Passport number:

Contact information:

Doctoral program:

Dedication:

Full time

Part time

II. PREFACE

The doctoral student, the tutor and the thesis supervisor are required to sign the present document of commitment. This document defines the rights and duties of the signers with the aim of assuring the development of the different training aspects and the establishment of the lines of research necessary for the development of the doctoral thesis.

III. GENERAL PRINCIPLE OF MUTUAL COLLABORATION

The doctoral student, the tutor and the thesis supervisor are committed to establishing a relationship of mutual collaboration to achieve, initially, the definition of the research plan and the doctoral thesis project, the preparation of the thesis and, finally, the defense of the doctoral thesis, in accordance with the procedures and deadlines established in the applicable regulations.

Furthermore, the abovementioned signers must collaborate so that the doctoral student develops a plan of activities and a training program that will allow him/her to reach the objectives foreseen and included in the regulations currently in force.

IV. COMMITMENT TO COMPLIANCE WITH THE CODE OF GOOD CONDUCT OF THE INTERNATIONAL DOCTORATE SCHOOL

The International Doctorate School conceives its Code of Good Conduct as a collection of rules, recommendations, and commitments with which both the research staff (trainees and experts) and the Doctorate School itself are equipped. The goal is to promote the quality of research and contribute to rigor, respect, responsibility, and integrity in the undertaking of the scientific activity, acting with the best skills, declaring conflicts of interest and disclose the consequences of the research if third parties are affected, and ensuring respect for their rights and reputation.

The Code of Good Conduct is a complementary instrument and not a substitute for the existing legal regulations. Especially when the research being undertaken requires the utilization of persons, human samples, human data, research animals, or genetically modified organisms will the legislation currently in force be taken into consideration, as well as all the reports, licenses, and supervision that must be carried out by the Ethics and Research Committees at the Rey Juan Carlos University and any other committees that regulate these scientific practices in their fields.

The International Doctorate School, inspired by the European Charter for Researchers, freely decides to adopt these rules of conduct to regulate and guide the good practices of its personnel, without including legal or ethical responsibilities of another nature currently framed in the field of action of other authorities, services, and committees of ethics in research at the University.

The doctoral student, the tutor, and the thesis supervisor are committed to adhere to the Code of Good Conduct of the International Doctorate School.

V. OBLIGATIONS AND RIGHTS OF THE DOCTORAL STUDENT

A person is considered a doctoral student when he or she has the previous requirements established in the regulation in force, has been accepted in a doctoral program at Rey Juan Carlos University, and has registered in the International Doctorate School.

The following are obligations of the doctoral student:

- a) To be enrolled each academic year in the doctoral program within the terms established by the International Doctorate School.
- b) To sign the document of commitment together with the thesis supervisor and the tutor of the thesis, regarding the roles of supervision of the doctoral students in the way established by the International Doctorate School.
- c) To carry out the training activities of the doctoral program and participate in them.
- d) To carry out the research and study activities appropriate to their condition of researcher in training and with the necessary dedication and progress.
- e) To maintain a cordial, fluid, and collaborative relationship with the supervisor and the tutor of the doctoral thesis.
- f) To behave ethically when reporting the results obtained in the course of the doctoral thesis. Avoid plagiarism and respect the principles of intellectual property.
- g) To periodically provide the data regarding the activities carried out through the information system made available by the International Doctorate School.

- h) To participate annually in the established procedure for the following-up of the doctoral theses.
- i) To keep secret the data and information provided or revealed in any support or means of dissemination by the thesis supervisor, the tutor, or any other member of the research team in which the doctoral student is integrated, and which may be considered confidential information, signing any confidentiality agreement that the supervisor of the doctoral thesis or research project, or the tutor, might require.
- j) To develop the doctoral program within the framework established by the regulations in force.
- k) To inform the thesis supervisor regularly about the evolution of the research, of the results obtained, of the problems that may arise in its development. To consider the comments and suggestions made by the thesis supervisor.
- l) To know and comply with the internal rules regarding health and safety, especially those concerning the use of laboratories, field work, and other research settings.
- m) To use the name of the entities for which the doctoral student provides services in the performance of his/her scientific activity, in accordance with the internal regulations of these entities and the agreements and pacts and that these entities subscribe to.
- n) To make responsible use of the generative tools of artificial intelligence, respecting the Code of Good Conduct of the International Doctorate School and the Rey Juan Carlos University.

The following are the rights of the doctoral students:

- a) To receive quality research training that fosters scientific excellence and addresses social fairness and responsibility.
- b) To have a tutor to guide the student's training process, as well as a thesis supervisor/s, with proven research experience, to supervise the undertaking of the doctoral thesis.
- c) To participate in programs and calls for research training grants and for national and international mobility.
- d) To participate in the training activities organized in the doctoral program, necessary for the student's research training.
- e) To request, with proper arguments, a change of the thesis supervisor, the completion of the doctoral thesis on a part-time basis, an extension for the presentation of the thesis, or a temporary leave of absence from the doctoral program, in accordance with the terms established by the regulation in force.
- f) To be considered, in terms of representation rights in the governing bodies of the university, as research personnel in training, in accordance with the provisions of the legislation on science and research.
- g) To participate in the following-up of the doctoral programs and in the processes of institutional evaluation, under the terms established by the regulations in force.
- h) That the University and its International Doctorate School promote the integration of the doctoral students in research groups and networks.

- i) To be familiar with the professional research career and that the University promotes opportunities for developing the research career.
- j) To be recognized as the holder of the intellectual or industrial property rights that may correspond to him/her in accordance with the legislation in force, and to appear as co-author in all the papers, articles, or communications in which the doctoral student has participated in a relevant way.
- k) Any other rights recognized by the legislation in force.

VI. CONFIDENTIALITY

The doctoral student is committed to keeping secret all the data and information provided or revealed in any support or means of dissemination by the thesis supervisor, the tutor, or any other member of the research team in which he or she is integrated, and that can be considered confidential information. The students are committed to not revealing, communicating, handing over, or disclosing such information to third parties, and to using the information obtained exclusively for the purpose of carrying out his/her doctoral thesis.

To these effects, the doctoral student is committed to signing any confidentiality agreements that the supervisor or tutor of the doctoral thesis or research project may require.

VII. INTELLECTUAL AND INDUSTRIAL PROPERTY RIGHTS

The doctoral student has the right to be recognized as the title holder of the intellectual or industrial property rights that may correspond to him/her, in agreement with the legislation in force, and to appear as co-author in all the papers, articles, or communications in which the doctoral student has participated in a relevant way.

Similarly, the doctoral student has the right to exercise the intellectual property rights derived from his or her training activity, in conformity with the student's contribution, and in accordance with what is established in the legislation in force. The aforementioned rights are independent of, compatible with, and accumulative with other rights that may be derived from the research carried out, without prejudice to the conditions derived from the collective work when the doctoral student participates or is involved in a collective research project.

With respect to the possible industrial property rights that the doctoral student may be owned with respect to the results of the research, the doctoral student is subject to what is established in the legislation in force for university patents and to the regulations approved by the Rey Juan Carlos University. In any case, the amounts that the doctoral student may receive for the exploitation and assignment of the abovementioned rights will in no case be in the nature of a salary.

VIII. OBLIGATIONS AND RIGHTS OF THE TUTOR

The tutor is the person responsible for the adequacy of the training and research activity to the principles of the doctoral program and, if applicable, of the Doctorate Schools.

The following are the obligations of the tutor:

- a) To assist the doctoral student in his or her training process, providing information, guidance, and resources for learning.
- b) To regularly check the document of personalized activities of the corresponding doctoral students.
- c) To support the research plan drawn up by the doctoral student.
- d) To prepare the follow-up report that will be included in the document of activities of the doctoral student.
- e) To subscribe its commitment to the Code of Good Conduct.
- f) To watch over the interaction of the student with the Academic Committee of the Doctoral Program.
- g) To be responsible for the adequacy of the training and research activity to the principles of the Doctoral Program.
- h) To dedicate special attention to his or her role as supervisor, mentor, guide, or communicator in scientific matters and to do these tasks in accordance with the highest professional standards. Expert researchers must create a constructive and positive relationship with junior researchers, in order to establish the necessary conditions for the efficient transfer of knowledge and for the future successful development of their careers as researchers.
- i) To make responsible use of generative tools of artificial intelligence, respecting the Code of Good Conduct of the International Doctorate School and the Rey Juan Carlos University.
- j) All other obligations established by the legislation in force.

The following are the rights of the tutor:

- a) The full integration in the structure and activities of the International Doctorate School according to the rules defined in this regulation.
- b) The use of adequate and accessible academic facilities, and to have appropriate material means for his or her activity as tutor of the thesis.
- c) The academic recognition of his or her activities as tutor of the thesis by the International Doctorate School and the University, in accordance with the regulations in force.
- d) To participate in the training activities for thesis tutors that may be offered by the International Doctorate School.
- e) That the International Doctorate School promotes in its doctorate programs his or her participation and that of the doctoral students he or she tutors in research groups and networks.
- f) Any other rights established by the legislation in force.

IX. OBLIGATIONS AND RIGHTS OF THE THESIS SUPERVISOR

The thesis supervisor is the person of maximum responsibility for conducting all the research tasks of the doctoral student, of the impact and novelty of the topic of the doctoral thesis in his or her field, and to guide in the planning and its adaptation, if necessary, to that of other projects and activities where the doctoral student is involved.

The following are the obligations of the thesis supervisor:

- a) To sign the commitment document that establishes the roles of supervision of his or her doctoral students in the way that is established by the International Doctorate School.
- b) To create a constructive and positive relationship with his or her doctoral students to establish the necessary conditions for an efficient transfer of knowledge and for the future success of their careers as researchers.
- c) To regularly check the personalized document of activities of his or her doctoral students.
- d) To periodically inform and endorse the research plan of his or her doctoral students.
- e) To carry out a follow-up and periodic supervision of the doctoral student, establishing the necessary periodic meetings to analyze the degree of fulfillment of the proposed objectives and any incidences that arise.
- f) To prepare the follow-up report that will be included in the doctoral student's activities document.
- g) To facilitate access to the means necessary to carry out the research work.
- h) To participate in forums, seminars, workshops, and other activities carried out in the International Doctorate School, as well as to promote the participation of the student in national and international conferences, and in the different meetings and seminars taking place in his or her field of knowledge.
- i) To make sure that the doctoral thesis is original, educational, and innovative, that it can be carried out within the established deadlines and with the means that the student has the possibility of accessing, and that the results reach an adequate dissemination through publications in scientific journals of impact, transfers to other research contexts or, where appropriate, to other products of development and innovation.
- j) To be watchful that the doctoral students always follow safe working practices in accordance with the national legislation. In the same way, to ensure that the students adopt the necessary measures to comply with the legal requirements regarding data protection and confidentiality.
- k) To adhere to the commitment with the Code of Good Conduct.
- l) To communicate to the International Doctorate School the loss of the condition by which he or she became part of the academic staff of the School, or any other circumstance that may affect his or her situation as thesis supervisor.

- m) To make responsible use of generative tools of artificial intelligence, respecting the Code of Good Conduct of the International Doctorate School and the Rey Juan Carlos University.
- n) Any other obligations established by the legislation in force.

The following are the rights of the thesis supervisor:

- a) The full integration into the structure and activities of the International Doctorate School.
- b) The use of adequate and accessible academic facilities and to have the appropriate material means for his or her supervision activity.
- c) The academic recognition of his or her activities as supervisor of the thesis by the International Doctorate School and the University in accordance with the regulations in force.
- d) To participate in the training activities for thesis supervisors that may be offered by the International Doctorate School.
- e) That the International Doctorate School promotes in its doctorate programs his or her participation and that of the doctoral students he or she supervised in research groups and networks.
- f) Any other rights established by the legislation in force.

X. REASONS FOR ABSTENTION

The Royal Decree 99/2011, of January 28, which regulates official doctoral studies, and the Royal Decree 576/2023, of July 18, which modifies Royal Decree 99/2011, establish that the supervision of the thesis involves a task of evaluation of the doctoral student.

In application of the Article 23.2.b. of Law 40/2015 of the Public Sector Legal Regime, it is a cause for abstention or recusal for the supervision and/or tutoring of doctoral thesis those who have “*a marital relationship or similar de facto situation, blood relationship within the fourth degree or affinity within the second*” with the doctoral student.

Consequently, those who have any of these relationships with the doctoral student cannot be supervisors or tutors.

XI. CONFLICT RESOLUTION AND PROCEDURES FOR COMPLAINTS

In the case of non-compliance with the commitments included in the present document of thesis commitment, the Academic Commission of the Doctorate Program will be competent to resolve the claims, and appeal at the Rector may be filed under the terms provided for in Law 30/1992, of November 26, concerning the legal regulations of public administrations and common administrative procedures.

If the thesis supervision is carried out under an agreement with another institution, the parties must accept the particular provisions mentioned in the collaboration agreement, which the signers of this document must be aware of.

XII. VALIDITY

This document will be in effect from the date it is signed until the defense of the doctoral thesis. Nonetheless, it will become null and void in the case of the unfulfillment of any of the clauses established in the present document, in the regulatory norms of the procedures of admission of the thesis project, or in its development, authorization, or in the naming of the tribunal, and of the evaluation of the doctoral theses of Rey Juan Carlos University.

XIII. DATA PROTECTION

Regarding the protection and processing of personal data, the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council of April 27, 2016, on the protection of individuals regarding the processing of personal data and on the free circulation of such data, repealing Directive 95/46/EC, and Organic Law 3/2018, of December 5, on the Protection of Personal Data and guarantee of digital rights.

XIV. EQUALITY

References to people, groups or academic positions appear in the masculine gender, as an unmarked grammatical gender. When appropriate, the citation of the corresponding precepts in the feminine gender will be valid.

In Móstoles, on the day of 2024

The Doctoral Student

The Tutor

Signed.....

Signed.....

The supervisor/s

Signed.....

The Coordinator of the Program

The Director of the Intl. Doctorate School

Signed.....

Signed.....