Guide to SVSAE Doctoral School module requirements

This document is provided for information. The official French webpage and the catalogue for the relevant academic year remain authoritative.

Official website source: https://svsae.ed.uca.fr/formation-doctorale/modules-de-led-svsae/conditions-de-validation-dispenses

Additional source: Catalogue des modules socio-professionnels 2025–2026, supplied with this document.

Training requirements

Doctoral candidates must complete eight modules during the three years of the PhD:

– Four socio-professional modules selected from the courses offered by the Clermont Auvergne University Doctoral College
– Four biology modules recognised by the SVSAE Doctoral School

The socio-professional catalogue provides the course descriptions, schedules and registration procedures. Biology modules and recognised equivalent activities are described in the separate document Choosing modules for the SVSAE Doctoral School.

Validation rules

Internal modules

– Registration for a module does not constitute validation
– Attendance is compulsory for every full day or half-day included in the selected module
– The attendance register must be signed at every session
– If a session is missed for professional reasons, supporting evidence must be provided to the Doctoral School administrator
– Only one justified absence is permitted for each module
– A module will not be validated if more than one half-day is missed, even when supporting evidence is provided

External modules

After completing an external course or activity, the doctoral candidate must send the SVSAE Doctoral School office a document issued by the provider confirming attendance, completion or validation.

Financial support for external training

The Scientific Council has created a student training allowance to help doctoral candidates attend courses that are not fully funded by the Doctoral School.

– The allowance may cover all or part of one course not organised by the Doctoral School
– The maximum contribution is €200
– The amount is paid to the host laboratory
– The allowance may be used once during the three years of the PhD
– Any remaining cost is borne by the host laboratory

Request procedure

Before the course, send the Doctoral School office a request for financial approval and attach a description issued by the course or activity provider. The request will be reviewed and a decision will be sent to the applicant.

Once the Doctoral School has approved the request and the biology module has been validated, the payment procedure is initiated. For a UCA laboratory, this takes the form of a transfer to the host laboratory. In other cases, a payment agreement and then a purchase order are prepared and sent to the host laboratory.

Exemptions

The SVSAE Doctoral School grants the following automatic exemptions:

– Holding an ATER teaching and research position gives an exemption from one socio-professional module
– Doctoral candidates in professional employment, including doctors, dentists, pharmacists, hospital academic staff, veterinarians, research engineers and teachers, are exempt from all four socio-professional modules and all four biology modules
– Doctoral candidates funded through a CIFRE agreement are exempt from two socio-professional modules
– Hourly-paid teaching staff with a workload of at least 60 hours are exempt from one socio-professional module, subject to supporting evidence. Doctoral candidates employed under a doctoral contract with teaching duties are not eligible for this exemption

International joint PhDs under a cotutelle agreement

– Doctoral candidates under a formal cotutelle agreement are exempt from two socio-professional modules and two biology modules
– Training completed at the home university, including seminars and conferences, may be included in the doctoral portfolio after approval by the thesis supervisor

Mandatory SP01 module

SP01 Ethics and Scientific Integrity is compulsory for all doctoral candidates. It comprises lectures and a discipline-specific workshop.

Additional information from the 2025–2026 socio-professional catalogue

The information below comes from the attached 2025-2026 catalogue. Requirements, dates and registration links should be checked in the catalogue for the academic year in which the doctoral candidate enrols.

Course categories

– Compulsory modules
– Block 1 - Preparing for professional integration and understanding the business environment
– Block 2 - Developing research skills
– Block 3 - Understanding societal issues and disseminating scientific culture
– Block 4 - Personal support and working methods
– Validation block - Activities that may be recognised as a module
– Speciality modules - Modules specific to the Doctoral School and listed on its website

Specific compulsory courses

SP01 Ethics and Scientific Integrity: Compulsory for every doctoral candidate. The French course comprises two plenary sessions and a discipline-specific workshop. SP01 does not count towards the four socio-professional modules

SP01 English MOOC route: Available as an alternative for non-French-speaking doctoral candidates, subject to the conditions stated in the catalogue

SP02 French for international doctoral candidates: Compulsory for international doctoral candidates whose French is below CEFR level B1. Completion of the 60-hour course is equivalent to all four socio-professional modules

SP03 or SP04 Teaching at university: Doctoral candidates whose UCA contract or contract amendment includes teaching duties must complete SP03 or SP04. Either course is equivalent to one socio-professional module

Four-module selection rule

The catalogue states that doctoral candidates must complete four socio-professional modules during the PhD. For doctoral candidates who are not in their first year of doctoral enrolment during the catalogue year:

– Two of the four modules must come from Block 1
– The other two may be selected from any block, including Block 1 or the Validation block

Validation of a socio-professional module

Validation is effective only when the doctoral candidate:

– Attends the entire module
– Completes the module evaluation questionnaire in ADUM

Registration and contacts

ADUM registration: https://adum.fr/index.pl?site=educa

Questions about administration or participation in socio-professional modules: modulesced.dred@uca.fr

SVSAE Doctoral School: edsvsae.dred@uca.fr, +33 (0)4 73 17 79 37