



DOCTORAL PROCEDURES CALENDAR 2025-2026

START OF THE COURSE 01/10/2025 – END OF THE COURSE 30/09/2026

DEADLINES FOR ACCESS, ADMISSION AND REGISTRATION

NEWLY ENROLLED DOCTORAL STUDENTS (FIRST YEAR)				
PROCESS	PERIOD	APPLICATION	OBSERVATIONS	RESOLUTION PERIOD
Access and Admission to the Doctorate	First period: 04/18/2025 to the 06/18/2025 Second period (in case there are vacancies): 01/11/2025 to the 01/12/2025	UdL website	<p>Admission to the Doctoral programs will be requested online , in general. If you wish to submit the application for admission in person at the Doctoral School, it will be done by appointment within the indicated periods.</p> <p>The link to apply for Admission online , as well as all the information about it , is published on the Doctoral School website: http://www.Doctorate.udl.cat/ca/doctorands/admissio/ </p>	<p>The ED will check the access requirements within 15 working days from the day after the application is submitted to the UdL's electronic office. If information is missing, the candidate will be required to correct it within 10 days.</p> <p>The academic secretariat will forward the requests to the Academic Committees, which will resolve the admissions on the date (or next business day): - 1st period resolution: July 15 - Resolution of the 2nd period: December 15* *in the event that there are vacancies from the 1st term The resolutions will be published on the Doctoral School's Admissions website. </p>
Registration	First period: 09/15/2025 to the 10/15/2025 Second period (in case there are vacancies): 01/12/2026 to the 02/09/2026	Online registration by appointment (which will be sent via email)	<p>Admitted students will be sent a personalized message containing the instructions and deadline for online registration.</p> <p>If you wish to formalize your registration in person, you can request an appointment at the Doctoral School.</p> <p>Late registrations may be requested, subject to justification and authorization from the Academic Committee and payment of the corresponding fee.</p> <p>Registration Information: http://www.Doctorate.udl.cat/ca/doctorands/matricula/ </p>	<p>In exceptional cases where not all the documentation is provided, but it is considered justified, conditional registration will be made. Interested parties must submit the required documentation before April 30 of the course in which registration is made .</p> <p>Otherwise, the first year registration will be cancelled, with no right to a refund.</p> <p>For cases of submitting an application through “other channels”: 10 working days from the day after the date of registration of the application.</p>
<ul style="list-style-type: none"> • The Doctoral School may open a new admission and enrollment period in the event that there are vacant places in a Doctoral Program, once the enrollment period for new students has ended. • Beneficiaries of predoctoral grants may request admission and/or enrollment outside the scheduled deadline. 				

DOCTORAL STUDENTS OF 2ND AND FOLLOWING YEARS				
PROCESS	PERIOD	APPLICATION	OBSERVATIONS	RESOLUTION PERIOD
Registration	09/15/2025 to the 10/15/2025	Online registration by appointment (sent via email)	<p>Second-year students and above will use the self-enrolment system.</p> <p>The formalization of the registration in person or through the automatic registration system is of an instance nature, and its settlement and admission by the administrative services of this university does not imply compliance with its content.</p> <p>Registration will not be effective if the information provided is false.</p> <p>Late registrations may be requested, subject to justification and authorization from the Academic Committee and payment of the corresponding fee.</p>	For cases of submitting an application through “other channels”: 10 working days from the day after the date of registration of the application.

REGISTRATION CANCELLATION DEADLINES

PROCESS	PERIOD	APPLICATION	OBSERVATIONS	RESOLUTION PERIOD
Request: Cancellation of registration	<p>1st deadline: for registrations made until 10/15/2025, the deadline to request cancellation is: 11/02/2025.</p> <p>2nd term : for registrations made until 02/10/2026, the deadline to request cancellation is: 02/25/2026.</p>	UdL website	<p>The doctoral student may withdraw from the registration for the Doctoral studies for justified reasons, with the knowledge of the tutor and the thesis director, within the deadlines established in the academic calendar.</p> <p>The tuition fee will only be refunded in the cases established in current regulations, such as: serious health reasons, unfavorable resolution of predoctoral aid , and compensation with a new tuition fee. In no case will the amount corresponding to the learning support fee, academic record management fees, mandatory insurance, contracted services and voluntary contributions be refunded.</p>	<p>The School will check the doctoral student's file and process the application within 10 working days from the day after registration.</p> <p>The manager of the University of Lleida will resolve requests for cancellation of enrolment when there are reasons for refunding the amount paid.</p> <p>The director of the Doctoral School will resolve requests for cancellation of registration without the right to a refund.</p>

DEADLINES FOR ANNUAL EVALUATIONS

NEWLY ENROLLED DOCTORAL STUDENTS (FIRST YEAR)				
PROCESS	PERIOD	PRESENTATION RESEARCH PLAN I ACTIVITY DOCUMENT	OBSERVATIONS	RESOLUTION PERIOD
Evaluation from the Research Plan	<u>DOCTORAL STUDENTS</u> First call: 12/01/2026 to 02/02/2026 Second call: 05/18/2026 to 06/01/2026	Application RAPID	First call: All doctoral students, registered until December 31 , must generally appear in the first call. If they do not appear, they will lose this evaluation call.	First call: Resolved before March 31st.
	<u>THESIS SUPERVISORS</u> First call: 12/01/2026 to 09/02/2026 Second call: 05/18/2026 to 06/08/2026		Second call: Doctoral students who have not passed the assessment for the current course must apply.	Second call: Resolved before July 31st.
DOCTORAL STUDENTS OF THE FOLLOWING COURSES				
PROCESS	PERIOD	PRESENTATION OF THE SELF-REPORT AND ACTIVITY DOCUMENT	OBSERVATIONS	RESOLUTION PERIOD
Evaluation from the Tracking Annual	<u>DOCTORAL STUDENTS</u> First call: 12/01/2026 to 02/02/2026 Second call: 05/18/2026 to 06/01/2026	Application RAPID	First call: All doctoral students must generally appear in the first call. If they do not appear, they will lose this evaluation call.	First call: Resolved before March 31st.
	<u>THESIS SUPERVISORS</u> First call: 12/01/2026 to 09/02/2026 Second call: 05/18/2026 to 06/08/2026		Second call: Doctoral students who have not passed the assessment for the current course must apply.	Second call: Resolved before July 31st.

DEADLINES FOR THE SUBMISSION OF DOCTORAL THESES

PROCESS	DELIVERY OF THE THESIS	APPLICATION	OBSERVATIONS	RESOLUTION PERIOD
Request: Delivery of the thesis and registration	From the September 15 until the June 15	UdL website	<p>In order to be able to defend the thesis within the academic year (until September 30), the maximum date for submitting documents to the Doctoral School, through electronic registration, will be June 15.</p> <p>The thesis can be defended until September 30 of the corresponding academic year.</p> <p>The thesis reading will be registered.</p> <p>If the thesis is finally to be defended the following academic year (starting October 1), for whatever reason, the thesis reading fee and the learning support and file management fees would have to be paid again.</p>	<p>The Doctoral School will review the documentation within 10 working days of the day after the application is registered and will process it with the Academic Committee so that it can authorize the deposit and defense of the thesis.</p> <p>If documentation is missing, the doctoral student will be required to correct it within 10 days.</p> <p>The Academic Committee will resolve this at the corresponding meeting.</p>
	From the June 16 until the September 30	UdL website	<p>The thesis will be read in the following academic year, that is, it will be defended from October 1st.</p> <p>The following concepts will be registered:</p> <ul style="list-style-type: none"> • thesis READING • Learning support rate • File management fee 	
	From October 1st	UdL website	<p>Theses submitted after October 1st will be considered for the following academic year and, therefore, registration for the following concepts will be made:</p> <ul style="list-style-type: none"> • thesis READING • Academic supervision • Learning support rate • File management fee 	

* Doctoral students will have a maximum period of 4 months to defend your thesis, starting from the day after the Academic Committee authorizes the deposit and defense. Inquiries about the meeting dates may be directed to the coordinators of the Doctoral Programs.

DEADLINES FOR SUBMITTING APPLICATIONS REGARDING THE DURATION OF DOCTORAL STUDIES

PROCESS	PERIOD	APPLICATION	OBSERVATIONS	RESOLUTION PERIOD
<p>Change of modality :</p> <p>Full time/ Part time</p>	From May 2 until June 30	UdL website	<p>Doctoral students who have a grant will not be able to request the part-time modality.</p> <p>Changes in modality will be applied from the following academic year. If changes in modality are requested after the deadline, the registration modification fee will have to be paid.</p> <p>not be accepted. requests for change of modality in cases where the doctoral student is within the extension time extraordinary</p> <p><u>Newly admitted doctoral students</u></p> <p>The doctoral student must indicate on the admission form to the Doctoral Program whether they wish to enroll full-time or part-time.</p> <p>The Academic Committee will authorize the study modality when resolving the admission application.</p> <p>Doctoral students who have a grant will not be able to apply for the part-time modality.</p>	<p>The School will check the doctoral student's file and process it with the Academic Committee within 10 working days from the day after the registration date.</p> <p>The Academic Committee must resolve the requests before September 15.</p>
Extensions	Two months before the stay runs out.	UdL website	The reference will be the dedication in which the last year was enrolled. The exact date of completion of studies should be consulted in the RAPI.	<p>The School will check the doctoral student's file and that the director's authorization is included and will be processed by the Academic Committee within 10 working days.</p> <p>The Academic Committee resolves extension requests.</p>
Temporary leave	At any time, as long as the leave is for medical reasons and the doctoral student is enrolled in that course. In cases of temporary absences for personal reasons , the request must be processed before the start of the absence.	UdL website	<p>If the application is submitted before the start of the enrollment period (September 15) and lasts the entire academic year, the corresponding enrollment is not required.</p> <p>Temporary medical leave must be proven with medical documentation and is automatically applied to the doctoral student's file.</p> <p>Temporary leave for personal reasons is extraordinary, must be justified and requires the approval of the Academic Committee.</p>	<p>The School will check the doctoral student's file and will process it with the Academic Committee .</p> <p>The Academic Committee must decide on the request for withdrawal for personal reasons.</p>

DEADLINES FOR SUBMITTING CHANGES IN THE THESIS AND TUTORING DIRECTION

PROCESS	PERIOD	APPLICATION	OBSERVATIONS	RESOLUTION PERIOD
Request: Change of direction and tutoring	From October 1 to December 31	UdL website	<p>In cases of changes for reasons beyond the doctoral student's control that involve the termination of the thesis director, for example: retirement of the tutor, changes in the employment status of the teaching staff, resignation, etc., the application may be made outside the deadline.</p> <p>They will be able to request changes of thesis director , at most during the second year of enrollment of the doctoral student .</p>	<p>The School will check the doctoral student's file and process it with the Academic Committee within 10 working days from the day after registration.</p> <p>The Academic Committee will resolve the matter at the scheduled meeting.</p>

PROCEDURES FOR CERTIFICATE APPLICATION

PROCESS	PERIOD	APPLICATION	OBSERVATIONS	SHIPPING PERIOD
Request : Certificate Academic Official	Throughout the academic year	UdL website	<p>It is necessary to indicate, in the field of observations :</p> <ul style="list-style-type: none"> - The language of shipment - If its issuance is necessary for the legalization of the document <p>The <u>fee</u> set in the <u>Price Decree must be paid</u> at the same time as the application.</p>	Ten business days
Request: Management certificates/ External evaluation/ Thesis courts/ Member of the Academic Committee	Throughout the academic year	Send an email to escoladoctorat@udl.cat	<p>When requesting certificates of direction/external evaluation/thesis tribunals, the full name of the research staff in training must be provided.</p> <p>When requesting certificates as a member of an Academic Committee, the start and end dates, if applicable, as a member must be stated.</p>	Ten business days
Request: Official title of Doctor	Throughout the academic year	UdL website	<p>When applying for the degree, it is essential <u>to have submitted the documents</u> for the Publication of the Thesis in electronic format.</p> <p>The <u>fee</u> set in the <u>Price Decree must be paid</u> at the same time as the application.</p>	During the 10 working days following the request, the receipt of the official Doctoral degree will be sent.

NOTE : The minimum service periods of the University of Lleida **will not be taken into account** for the purposes of calculating deadlines. These periods will be published on the [homepage of the Doctoral School website](#).