

## EEATS PhD School re-enrolment procedure ( 2<sup>nd</sup> year and + )

**IMPORTANT: Re-enrolment is annual and involves two steps:**

1. *Re-admission at EEATS PhD School*
2. *Re-enrolment (payment of tuition fees) at the schooling centre of the **Collège Doctoral***

### 1. The re-admission

Re-admission file is composed of 2 documents:

- *The « **Rapport de Suivi de Thèse** » (RST)*
- *The report of the « **Comité de Suivi Individuel** » (CSI)*

#### 1.1. “Rapport de Suivi de Thèse” (RST)

→ On your ADUM profile, in consultation with your thesis director, complete the information relating to your research work over the past year, then edit the “*Rapport de Suivi de Thèse*” document on ADUM.

#### Inscription - Réinscription

- ▶ [Notice informative dossier d'inscription](#)
- ▶ [Demande de changement de spécialité de doctorat](#)
- ▶ [Rapport de suivi de thèse - à imprimer, signer et faire signer](#)
- ▶ [Formulaire de demande de césure](#)

Validé > En cours ! À faire

✓	Etat civil	
✓	Coordonnées	
✓	Rattachement administratif	
✓	Financement	
✓	Déroulement doctorat	
✓	Langues vivantes	
!	Suivi de thèse	
✓	Gestion affichage	
✓	Compétences et portfolio	
✓	Comité de Suivi Individuel	
	Déroulement de carrière	
	Publications	
!	Je finalise la procédure	

→ Sign your RST and make it signed by:

- *Your thesis director (and co-director and/or co-supervisor)*
- *Your laboratory director*

## 1.2. Report of the « Comité de Suivi Individuel » (CSI)

*If you have not yet defined the composition of your « Comité de Suivi Individuel », please proceed with its formation as soon as possible (see the [CSI Role and function](#)).*

Once the CSI composition is defined:

- You must organize a meeting with your CSI members no later than 15 July 2025. (*PhD students admitted on or after March 1st are allowed to compose and convene their CSI until October 1, 2025*),
- Send the CSI report form available on the [ED EEATS website](#) to CSI members.
- After the CSI meeting, upload the report completed by the CSI members on ADUM.

Send your file (RST + CSI **in a single PDF**) to EEATS PhD school ( [ed-eeats@univ-grenoble-alpes.fr](mailto:ed-eeats@univ-grenoble-alpes.fr) )

Your readmission file will be examined by the ED administrators and your speciality head, who will contact you to set up an interview.

Then, your file will be signed by the Director of the Doctoral School.

You will receive an email from the doctoral school informing you that your admission has been confirmed.

## 2. The re-enrolment

The Doctoral College's schooling ( [ced-centredinscription@univ-grenoble-alpes.fr](mailto:ced-centredinscription@univ-grenoble-alpes.fr) ) will email<sup>1</sup> you the re-enrolment procedure (payment of tuition fees, student card update, etc), which you can do online or in person.

- **Re-enrolment will be open until December 16, 2025.**
- **Deadline for submitting readmission applications to the PhD school: November 15, 2025.**

***If you plan to defend your thesis before December 31, 2025, you will not need to re-enrol.***

**[Don't hesitate to consult EEATS PhD School's website](#)**

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**ED EEATS**

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<sup>1</sup> The contact details you have provided on ADUM must be up to date so that you do not miss any information.