

Request for equivalence of doctoral degree (3rd cycle degree with thesis)

Procedure to be followed for submission of a request for equivalence of a doctoral degree

[Only complete applications](#) will be considered by the Equivalence Committee.

The **complete application** must be sent, in **digital form**, to doctorat-adre@uclouvain.be.

The procedure takes several weeks, so make sure you submit your request in plenty of time, taking into account your own requirements..

Applicants are kindly requested to take great care in completing their application.

Request for equivalence form :

- Open the request form online (pdf file).
- Fill in all the information requested directly in the pdf file.
- Print out the completed form and sign it.
- Scan the signed form in order to send it.

Documents to be included :

- The **request form, duly completed, dated and signed ;**
- A copy of your **ID** or any other official document stating your full name, date and place of birth, and nationality;
- A **letter**, addressed to the Rector, indicating the **reasons** of the request for equivalence. To this letter, please join a copy of the document from the requesting organisation attesting to the need for this equivalence.
- A **certified copy of your doctoral degree certificate and the associated supplements, plus, where applicable, your thesis defence report and/or the degree obtained**, together with a certified translation by a professional translator. Degree certificates in English or French do not need to be translated.
- A **copie of the second cycle degree certificate and** if relevant **a copy of any postgraduate degree certificate ;**
- A **copy of your doctoral thesis or an abstract** in French or English (min 5 pages) if the thesis is written in another language ;
- A **detailed curriculum vitae**, including your full contact details, as well as the titles (and any special results) of the annual study programmes undertaken, a list of publications (particularly those relating to your thesis) and papers presented at international conferences, together with any other details that you consider relevant to your application;
- The **doctoral regulations** of the university that awarded your doctoral degree for which recognition of equivalence has been requested, or any other document that clearly identifies the entry requirements for doctoral studies, as well as the accreditation or recognition by the competent foreign authorities of the institution that awarded the degree, and the entitlements of the degree as recognised by the competent foreign authorities.