Registration 2018-2019 at University of Lille
for PhD Students in Doctoral Schools SPI, SMRE, SESAM

When a PhD candidate has obtained the agreement of her/his Supervisor, she/he can start the
process to register at the Doctoral School (DS and at the University of Lille).
The registration procedure has two main steps: the academic registration and the administrative
registration to be carried out sequentially:

**Step 1: Academic registration at the Doctoral School**
Academic registrations take place within the SPI, SMRE or SESAM Graduate Schools according to
their own procedures.
SPI: Academic registration
SMRE: Academic registration
SESAM: Academic registration
The Doctoral School gives to the PhD student the registration authorization form signed by the PhD
Supervisor, the Director of the laboratory, the Director of doctoral studies and the Director of the
Doctoral School.

**Step 2: Enrolling at the University of Lille**
The doctoral student follows the Administrative Registration procedure at the University of Lille.

In the week following Step 1, the Doctoral School will issue a pass that will enable the PhD student to
enroll at the University of Lille. The PhD student must therefore regularly try to connect to the
registration procedure of the University of Lille as described below.

1st-year PhD students who have not completed their master degree at the University of Lille must
present their registration authorization at the “relais de la scolarité” office located on the campus Cité
Scientifique, Maison de la Science (near the A3 and LILLIAD - library) to take a paper form. They must
fill it and then register by returning to the same place.

1st-year PhD students who have completed their master degree at the University of Lille can register
online using this link while providing the documents associated with the registration.

This online registration must be done exclusively on the ENT student with the identifier
firstname.name.etu@univ-lille.fr (if this address is not active, the doctoral student must activate it
on sesame.univ-lille.fr).

2nd-year PhD students and below can register online using this link, as soon as they have obtained
their registration authorization from their Doctoral School.

PhD students must register every year for the preparation of their PhD before mid December (in 2018,
14 December 2018).