

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).