**To the Presidents of the**

 **Regional Conferences of the Universities**

**Center. West. East.**

**Subject:** Outstanding National Program 2019-2020 (3rd Session)
**AD**: 07 documents

As part of the implementation of the outstanding national program "PNE" for the academic year 2019-2020, dedicated to non-salaried PhD students, preparing a doctoral thesis, I have the honor to inform you of the launch of the program starting May 23, 2019.
The documents concerning this program are transmitted in attached pieces.

I would appreciate the arrangements you would like to take in order to ensure a very wide dissemination to doctoral students (note, posting, website of institutions) under the institutions of Regional Conferences of Universities Center, the East, and West.
The complete files of the applications meeting the conditions of eligibility and the statutory criteria of admissibility for the residential training program must be sent to the DCEIU on July 03, 2019 (deadline)

1. **Application file.**

The file must be provided in a single copy (a paper version and an electronic version on CD) in a port document containing the name, the first name of the candidate and the establishment.

The file must consist of four sections **presented separately in labeled chemises as follows**:

1. administrative documents
2. welcome documents
3. MHESR documents
4. Scientific documents.

The applications will be presented in the following order:

1. **administrative application documents**
2. handwritten request
3. vital curriculum
4. application form targeted by the regional conferences of universities (center, east and west) modeled on the site of MHESR
5. canvas to be typed (not to be filled by hand), template to download from the MHESR site this template must be duly covered by the school head and the president of the scientific council of the institution (University, University Center , School, Center, Research Unit)
6. certificate of non-activity
7. Copy of **all** certificates of doctoral enrollment in Algeria for university years.
8. Registration and the cotutelle agreement (only for those registered in cotutelle).
9. Copy of the required diplomas (Baccalaureate and university diplomas).
10. attestation of non-benefit of a scholarship of a duration equal to or greater than six (06) months abroad delivered by the institution of attachment model to download of the site of the MHESR.
11. two (02) photographs
12. **Document concerning hosting in a university institution or research abroad
welcome letter:**
original letter of welcome or a copy authenticated by the origin institution (model to download from the MHESR site) in a universitary institution or research abroad with high scientific and technological host.

**Hosting agreement**

PhD students applying for residential training in France or Belgium are invited to solicitate the launch of this program, the reception agreement with the host organization.

The application file for a residential training must include only a copy of the "A" framework of the "hosting agreement of a foreign researcher or researcher" targeted by the host organization

Once selected, the PhD student will be asked to provide the original of this hosting agreement with its "A and B" executives duly targeted by the competent authorities when submitting a visa application form.

We remind you that this document, required by the French and Belgian parties, is essential for any candidate for France or Belgium must imperatively take the steps sufficiently in advance to receive the original of the hosting agreement and to deposit with the visa application file within the time required to complete his departure on the 1st October 2019.he constitution of the visa application file.

1. **M.H.E.S.R documents**
2. Copy of the welcome letter, authenticated by the institution of origin (model to download from the M.H.E.S.R website) in a university institution or research **abroad with high scientific and technological host capabilities.**
3. Copy of the hosting agreement (for PhD students applying for residential training in France or Belgium).
4. canvas to be typed (not to be filled in by hand), template to download from the M.H.E.S.R website this canvas must be duly covered by the school head and the president of the scientific council of the establishment (University, University Center , School, Center, Research Unit) (a copy)
5. **Document concerning the scientific file**

The scientific file will consist of a presentation: of a

* **Scientific report** with a minimum of 40 pages summarizing the progress and validated by the thesis director.
* **The timing of the scientific work** duly referred to by the scientific bodies of higher education institutions or by the directors of Algerian and foreign research laboratories, as the case may be, including the subject, the state of research and the expected objectives of the training.
* the state of progress of the research work planned by the thesis director in Algeria and the co-supervisor abroad attesting that the candidate is in the process of finalizing a doctoral thesis (not to be completed by hand), model to download from the M.H.E.S.R website.

It is important for the applicant to bring, during the scientific expertise of all the works and scientific documents related to the progress of his thesis.

1. **minutes**

Each establishment will transmit the minutes of the scientific council of the establishment (with the approval of the president of scientific council and head of the establishment) by highlighting:

* The complete list of candidates who applied for residential training abroad as part of this scholarship program (2019-2020)
* The list of selected and proposed candidates in order of priority.
* The complete list of all unsuccessful candidates with the reasons for rejection.
1. **Implementing provisions**

PhD students applying for residency training abroad are invited to take the following forms into account when preparing their application files.

* **the original of the letter of welcome or a copy authenticated** by the institution of origin (as in the model above) in a university or research institution abroad with high scientific and technological capacities (document indispensable).
* Applicants who are enrolled in another training program abroad whose duration exceeds 6 months are not included in this program.
* Doctoral students preparing a doctoral thesis under a cotutelle are recognized by the residential training programs abroad.
* PhD students from the (French branch) prepares a doctoral thesis outside the French doctoral school can apply for this program. (Those preparing a doctoral thesis in the framework of the doctoral school of French are not concerned by this program).
* it is recommended the mastery (at least) of two foreign languages: English - French (TCF)
* requests for change of host country or host institution introduced after scientific expertise or during training **are not admissible**
* the duration of the fellowship fixed by the Committee of Scientific Experts is not subject to extension
* PhD students are required, at the end of their training abroad, to:
* Submit a report on the work done
* **Support in Algeria (no later than ten (10) months after completion of training)**
* PhD students are required to have a presence in the host country during the prescribed period of residential training.
* In case of absence during the training period in the host country, PhD students must justify this absence with the sending organization and the institution of origin.
* have a valid biometric passport

**Important**: For the smooth implementation of the milestones of this program, we invite all speakers (Universities Regional conferences, University and research institutions, unpaid doctoral student) to strictly comply with the provisions listed above.

**No follow-up will be given to incomplete files or transmitted out of time.**

 Accept, Excellencies, the assurances of my highest consideration.

**NB**: the implementation of the stock exchange program will be done in the respect of the echécier broadcast.