



## **REGULATIONS REGARDING THE DECLARATION OF EQUIVALENCE OF FOREIGN HIGHER EDUCATION DOCTORAL-LEVEL ACADEMIC DEGREES**

**(Approved by the Governing Council on March 12<sup>th</sup>, 2018)**

The University of Almeria approved, by agreement of the Governing Council on May 6<sup>th</sup>, 2008, the Homologation Regulation recognizing the equivalence of Foreign Higher Education Doctoral Degrees to the Official Spanish PhD degree. Said regulation was adopted under the provisions contained in Royal Decree 285/2004 (of 20<sup>th</sup> February 2004), whereby the conditions for homologation and validation of foreign higher education degrees and studies were regulated.

The changes experienced in the classification of official university teaching have resulted, amongst other things, in the replacement and repeal of Royal Decree 285/2004 (of 20<sup>th</sup> February 2004) by Royal Decree 967/2014, (of 21<sup>st</sup> December 2014). The latter establishes the requirements and the procedure for homologation, for declaring qualification equivalence and for the official university academic level as well as for the validation of foreign higher education studies and the procedure for determining the corresponding levels within the Spanish Higher Education Qualifications Framework for the official qualifications of Architect, Engineer, Graduate, Technical Architect, Technical Engineer and Diploma Graduate.

The Fifth Additional Provision of Royal Decree 967/2014 attributes universities the competence to declare the equivalence of foreign higher education degrees at the doctoral academic level. It also makes each university the competent body to determine said declaration of equivalence, as well as the procedure for doing so, by remit to their regulations.

By virtue of the aforementioned legislation, the Governing Council of the University of Almeria approves the following regulations, which replace those approved on May 6<sup>th</sup>, 2008.

### **Article 1-Objectives and scope of equivalence.**

The purpose of this regulation is to regulate the processing and resolution of the equivalence declaration documentation for foreign higher education PhD-level academic degrees at the University of Almeria.

The Rector of the University of Almeria has the competence to decide on declaration of equivalence requests at the PhD academic level for foreign higher education degrees.



## Article 2.-Exclusions

The following foreign higher education degrees will not be considered equivalent to an official doctoral-level academic university degree:

- a) Those which lack official academic validity in the country of origin.
- b) Those corresponding to foreign studies carried out, in whole or in part, in Spain, where the centres lack the required authorization to impart such teaching, or where the teaching sanctioned for the intended equivalent foreign qualification was not effectively implemented at the foreign university or higher education institution at the time the degree was issued; this is in accordance with Article 86 of Organic Law 6/2001 (of 21st December 2001) in relation to universities.
- c) Degrees that have already been approved or declared equivalent in Spain.

## Article 3. Requirements for foreign university degrees.

For foreign qualifications to be declared equivalent to the PhD academic level, they must meet the following conditions:

- a) To have been issued by a competent authority in the country of origin that is pursuant to the laws, regulations and administrative provisions of that State.
- b) Certify that the holder meets the requirements regarding the level of study required in Spain to access doctoral training.
- c) Certify that they have successfully completed the studies and obtained the competencies necessary for the doctoral academic level.

## Article 4. General criteria for the declaration of equivalence to the doctoral academic level.

Decisions regarding doctoral academic level equivalence shall be taken after examining the training acquired by the applicant and taking into account the following criteria:

- a) The comparability between the academic levels required to access studies leading to the foreign degree with those required to access the Spanish Doctoral degree.
- b) The length of training and the training content undertaken to obtain the foreign degree for which the declaration of equivalence is being requested.
- c) The comparability between the academic levels of the foreign degree and that of the Spanish PhD degree.
- d) The assessment of the doctoral thesis.

## Article 5. Application and documentation.



5.1. The procedure for a declaration of equivalence at the doctoral academic level shall be initiated by the interested party submitting a request to the Rector of the University of Almería, according to the model in Annex I. The application form is available on the University of Almería website.

5.2 The application shall be filed at the General Registry of the University of Almería, or in any of the places designated in Article 16 of Law 39/2015 (1st October 2015) on Common Administrative Procedures in Public Administrations.

5.3 The application shall be accompanied by the following necessary documentation:

- a) Accredited certification of the applicant's nationality (a certified copy of the D.N.I. or its equivalent, or passport).
- b) A certified copy of the degree for which equivalence is requested or the certification accrediting its issuance.
- c) A certified copy of the academic certification, corresponding to the university studies carried out by the applicant to obtain the degree, for which equivalence is requested, including among other things the official length of the study program followed (in academic years); and where applicable, the training content successfully undertaken and the competencies of the academic level obtained.
- d) Proof of payment for the corresponding fee.
- e) A declaration by the applicant that the foreign degree presented has not been declared equivalent at another university.
- f) An explanatory record of the thesis undertaken, written in Spanish and signed by the interested party, with an indication of the tribunal members and the grade awarded, along with a specimen of the same.
- g) The publications that were produced as part of the doctoral thesis.

The International PhD School at the University of Almería may also require further documentation deemed necessary for the accreditation of equivalence.

5.4. Documents issued abroad must comply with the following requirements:

- a) They must be official and issued by the competent authorities for this purpose, in accordance with the laws of the country concerned.
- b) They must be submitted in legalized form through diplomatic channels or, where appropriate, through the Apostille of the Hague Convention. With effect to the provisions of Section 5.3 on submitting certified copies, the legalization or apostille must appear on the original document, before making the copy that is going to be certified. This will not be required for documents issued by the authorities of European Union Member States or signatories to the European Economic Area Agreement.
- c) They must be accompanied, where appropriate, by their corresponding official translation into Spanish. In principle, it will not be necessary to include an officially translated copy of the doctoral thesis, or any additional documents that may be required by the Board of Directors of the International PhD School at the University of Almería, provided this does not prevent proper assessment.

5.5. The contribution of certified copies to this procedure shall be governed by the provisions in the current regulations.



## Article 6. Processing.

6.1. Once the application has been received, it will be sent to the University's International PhD School, whose Director may require additional information that is deemed necessary and, if there is any doubt regarding the authenticity, validity or content of the documents supplied, he/she can carry out the necessary verification procedures as well as approach the relevant issuing authority to confirm the doubts; in this case proceeding to the suspension of the maximum resolution period, in accordance with Article 22 of Law 39/2015 (1st October 2015) on Common Administrative Procedure in Public Administrations.

6.2. The International PhD School may request reports it deems necessary to resolve the case.

6.3. The International PhD School, in view of all the documentation and the reports referred to in the preceding paragraph, shall issue a reasoned report on the submitted application, which will be sent to the Rector.

## Article 7. Resolution.

7.1. The resolution will be adopted accordingly by the Rector of the University, on the basis of the report issued by the International PhD School. The resolution might be favourable or unfavourable to the equivalency requested.

7.2. The resolution shall be dictated taking into account the provisions of the fifth additional ruling of Royal Decree 967/2014.

7.3. The period to resolve and to notify the procedural decision shall be six months from the date when the application and required documentation were submitted to the University of Almeria's Registry.

7.4. Failure to resolve the equivalence issue on time shall have the effect of denying the application, in accordance with Article 21 of Law 39/2015 (of 1st October 2015) on Common Administrative Procedures in Public Administrations.

## Article 8. Certificate of equivalence.

8.1. The granting of equivalency will be credited through the corresponding equivalence certificate issued by the University of Almería and it shall contain the foreign degree held by the person concerned and the university of origin.



8.2. Prior to issuing said certificate, the Degrees Office shall notify the General Sub-Directorate of Degrees and Qualification Recognition at the Ministry of Education, Culture and Sports for listing on the National Register of Official University Graduates.

8.3. Equivalence to the doctoral academic level does not involve, in any case, the homologation, declaration of equivalence or recognition of another or other foreign degrees that the person concerned holds, or recognition in Spain at a different level to that of Doctor.

## Repeal

This Agreement supersedes the Homologation Regulations for foreign higher education doctoral qualifications by the University of Almeria, approved by the Governing Council on 6th May 2008.

## Final provision

This Regulation shall enter into force the day following its publication in the Official Bulletin of the University of Almería (BOUAL), without prejudice, for its wider dissemination, of its publication on the website of the International PhD School of the University of Almería.



## ANNEX I

### DECLARATION OF EQUIVALENCE FOR FOREIGN DOCTORAL-LEVEL HIGHER EDUCATION DEGREES AT THE UNIVERSITY OF ALMERIA

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**1. APPLICANT DETAILS:**

Surname	Name
Date and place of birth	Nationality
Nº identity document (DNI / Passport / NIE)	E-mail

**2. REPRESENTATIVE DETAILS (only if acting with representation)**

Surname	Name
Nº identity document (DNI / Passport / NIE)	E-mail

**3. 2. APPLICATION-RELATED DETAILS:**

Request for a Declaration of Equivalence at the academic level of doctoral degree:
Awarded by the University / Higher Education Centre (name, town and country):

**4. DATA RELATING TO THE NOTIFICATION**

For the purpose of notification, the applicant / representative (delete as appropriate) designates the following address:		
Avenue, street or square, and number	City	Postcode
Province	Country	Phone No.

This request is made according to that established in the Fifth Additional Ruling of Royal Decree 967/2014 (of 21st November 2014), which establishes the requirements and the procedure for the homologation and declaration of equivalence for degrees and for the official university academic level, and for the validation of foreign higher education studies, along with the procedure to determine the corresponding levels in the Spanish higher education qualifications framework for the official titles of Architect, Engineer, Graduate, Technical Architect, Technical Engineer and Diploma Graduate ("Official Gazette" of November 22, 2014), **accompanying the related documents, overleaf.**

The data contained in this document, which is necessary for the development of the competencies of this University, will be treated in accordance with the provisions of Organic law 15/1999 and developing provisions.

Place and date	Signature

**Rector of the University of Almeria**



**DECLARATION OF EQUIVALENCE FOR FOREIGN DOCTORAL-LEVEL HIGHER EDUCATION DEGREES AT THE UNIVERSITY OF ALMERIA**

**APPLICANT'S NAME:**

<b>DOCUMENTS to accompany this application:</b>	
<p>◆ Certified copy of the document stating the applicant's identity and nationality, issued by the authorities of the country of origin, or provenance, or the competent Spanish authorities dealing with immigration. In the case of Spanish citizens, a certified national identity document photocopy.</p>	
<p>◆ Certified copy of the certificate for which equivalence is requested or the certification accrediting its issuance.</p>	<p>◆ Official translation (if applicable)</p>
<p>◆ Certified copy of academic certification of all the University studies carried out by the applicant, stating, amongst other things, the official length of the study programmes followed (in academic years), the subjects studied, the timetable for each of them and their qualifications.</p>	<p>◆ Official translation (if applicable)</p>
<p>◆ An explanatory statement of the thesis performed, written in Spanish or English, indicating the tribunal members and the qualification.</p>	<p>◆ Official translation (if applicable)</p>
<p>◆ Two thesis specimens, or in electronic format</p>	
<p>◆ Proof of payment of the corresponding fee, in accordance with the provisions of Article 28 of Law 53/2002 (of 30<sup>th</sup> December 2002) on Fiscal, Administrative and Social Order Measures (BOE of 31.12.2002).</p>	
<p>OTHERS (SPECIFY):</p>	

Place and date	Signature