

2026/2027

Guide for **future doctoral students**

Bet on excellence



Escuela Internacional de
DOCTORADO
Universidad de Almería



**UNIVERSIDAD
DE ALMERÍA**



Coordination

International PhD School of the University of
Almeria

Patio de los Naranjos, office 0,22,4

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From EIDUAL we welcome you to the doctoral studies at the University of Almeria.

On behalf of the team I lead, I encourage you to develop your studies, which should conclude with the recognition of your research capacity, with the confidence of feeling supported by our School.

Our objectives are to provide you with all the necessary means for your thesis to obtain the best possible recognition. Do not hesitate to feel accompanied and supported by the people who are here.

Incentives for mobility, internationalization, quality mentions that can be incorporated into your work, are our raison for being.

In the Patio de los Naranjos of the UAL and in eidual@ual.es we are at your disposal.



Enrique de Amo Artero
**Director of the International Doctorate
School**

[Click here for more information about the International Doctoral School \(EIDUAL\)](#)



1. **WHY CHOOSE UAL?**



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WHY

CHOOSE UAL

1



Because we offer you...



A comprehensive training programme

A varied range of COMPLEMENTARY TRAINING, eminently practical and optimized in duration, compatible with the doctoral training research tasks.



International mobility scholarships. SCHOLARSHIPS for stays of 3 months (international doctorate mention) and 6 months (international cotutelles).



Language training

UAL guarantees free language training to all its doctoral students. It grants assistance to cover full training for English levels B2, C1 and C2.



A Single Campus. All of our centres and infrastructure in the same place in an exceptional environment.



The objective of this training is to obtain an external certification (such as Cambridge University, Alliance Française, etc.). Please contact the UAL Language Center for further information

BASIC CONCEPTS

2



Before you start...

THE DOCTORATE: THE PROGRAMME AND THE ACADEMIC COMMISSION

The doctorate corresponds to the Third Cycle of official university studies and on completion one obtains the title of Doctor, which is valid worldwide.

The Doctorate (PhD) is the highest university academic qualification. With it, one can pursue scientific research both nationally and internationally, enabling one to develop a high-level professional career in the public and private sectors.

It is based on specific and tutored training in the scientific field of your choice. This involves conducting research into a cutting edge subject as part of a professional research team. Successfully completing this stage results not only in the doctorate degree but also in a relevant scientific production. This aspect is particularly important as it allows the future doctor to develop his or her research career by gaining access to high quality post doctoral research positions.

The training is based on a doctoral programme structure in which the specialization fields (research lines) are unified.



Each doctoral programme has an Academic Committee of Subject Experts which is responsible for defining, updating and coordinating the programme, as well as monitoring the progress of the research and the individualized training of each doctoral student. It will also oversee authorizing the presentation and defense of the doctoral thesis after assessing its level of quality.

DURATION, EXTENSION, AND TEMPORARY SUSPENSION

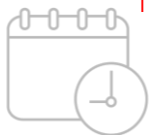
Generally, from the point of programme admission to the thesis presentation, the doctoral student will have a **maximum of 4 years** – **FULL TIME** – to carry out their studies.

When the doctoral student has a degree of disability equal to or greater than 33%, the duration will be a **maximum of 6 years** – **FULL TIME**–.

With the prior authorization of the Academic Committee of, the student may carry out their doctoral studies on a **PART-TIME** basis, in which case they will have a **maximum of 7 years**. When the doctoral student has a degree of disability equal to or greater than 33%, the duration will be a maximum of 9 years **-PART TIME-**.

However, both in the part-time and full-time modalities, if the thesis deposit has not been requested after this period, an **EXTENSION** for one more year may be authorized.

If necessary, the Academic Commission may also authorize **A TEMPORARY SUSPENSION** in the programme for a maximum period of one year, which may be extended for a further year. After this period, the student must resume training.



The documentary commitment is different from the commitment of direction that the doctoral student had to provide at the time of pre-registration.

DIFFERENCES BETWEEN THE THESIS SUPERVISOR AND THE TUTOR

Although they are often the same person, each performs distinct and complementary tasks.

THE SUPERVISOR (Director) has overall responsibility for the doctoral research. It is up to him/her to design the subject matter, strategy, planning and temporal programming of the scientific research. They are responsible for bringing innovative design to the research, the objective being for the scientific production to materialize in terms of relevant publications and patents that have productive utility.

THE TUTOR oversees the additional training of the doctoral student, as reflected in the training activities managed by the International Doctorate School (see “Activity Register”).

THE DOCUMENTARY COMMITMENT OF SUPERVISION

The University of Almería establishes the supervision functions of the doctoral students through a document (the documentary commitment) signed by the student, their supervisor, their tutor, and the program coordinator. It also includes **the rights and duties** of the signatories during the doctoral studies, as well as a procedure for resolving conflicts and aspects of intellectual or industrial property rights that may arise during the scientific research.

Once enrolled in the doctoral program, the documentary commitment must be signed by the student, tutor, director and program coordinator. EIDUAL will upload this document to the University's portafirmas so that it can be signed by all parties.

DOCTORAL THESIS

Doctoral studies will always conclude with the elaboration and defense of a doctoral thesis. This consists of **original research** work prepared by the student in their field of knowledge under the supervision of the thesis supervisor. This work is the basis for obtaining a Doctorate degree. As well as the main training, one must add the additional training undertaken through training activities. The final objective is to train the doctoral student to work autonomously in the R+D+i field once he/she has obtained the degree.

RESEARCH PLAN

The research plan is the **research work** that the student intends to develop during their time as a doctoral student, as well as their development strategy. It will include a provisional title for the thesis, the research objectives, the methodology to be followed and the temporal planning.

The research plan will be presented in the pre-registration period, its content being one of the evaluable elements –at the discretion of the Academic Commission –for selecting candidates to undertake the Doctoral Programme. This may be modified over the course of the research.

iImportant!

AN ESSENTIAL PREREQUISITE FOR BEING ASSESSED

Once a year, and throughout the entire doctoral study period, the PhD student must perform one of the following actions:

- Confirm that the research plan, as defined, remains in force
- Communicate that the research plan has been modified to improve it, redo it or to establish new strategies based on the evolution of their research.

Both the confirmation and the modification must be approved by the thesis supervisor.





RECORD OF ACTIVITIES

During their studies, doctoral students must carry out **training activities** that will be evaluated by the programme Academic Committee. These activities, which are managed and sponsored by the International Doctorate School, are free to all students and can be both specific (related to the program each one is taking) and general (common to doctoral students of any discipline: the use of bibliographic materials and tools, techniques for planning and writing scientific articles, foreign language skills, etc.).

In addition, they may also carry out other activities agreed with the tutor, such as attending congresses, seminars, and lectures, etc.

All these activities must be incorporated into an individualised Register of Activities that each doctoral student must keep up to date.

RAPI

This is the University of Almería's computer application through which the doctoral students will keep the **research plan** and the **register of activities** updated annually in their student record.

CONSULT YOUR PROGRAMME

You can access the University of Almería's PhD programme catalogue for the 2026-2027 course clicking on this link.



ACCESS AND ADMISSION

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Who can gain access to a Doctorate?

IN GENERAL, access to an official Doctorate programme will require that you are:



In possession of an official Spanish degree, or equivalent, and of a university master's degree, or equivalent, provided that you have at least 300 ECTS credits amassed over these two studies.



However, there are also **OTHER ACCESS ROUTES:**

- ✓ To be in possession of an official Spanish university degree, or one from another country that is part of the European Higher Education Area, which enables Access to a master's degree, and that you have amassed a minimum of 300 ECTS credits over all the official university studies, of which at least 60 must be at the master's level.
- ✓ To be in possession of an official Spanish degree of at least 300 ECTS credits and to take training supplements (unless the curriculum studied included research training credits equivalent to the master's credits).
- ✓ To be a university graduate who, after obtaining a place in specialized health training, has completed at least two years of training in the program of the Health Sciences specialty receiving a positive evaluation.
- ✓ To be in possession of a degree obtained in foreign educational systems. This route does not require prior approval, but it does require prior verification by the university that the degree accredits a level of training equivalent to that of the official Spanish Master's degree and that it allows (in the country issuing the degree) for access to doctoral studies.

Admission by this route shall not imply the degree's homologation or its recognition for any purpose other than accessing the doctoral studies.



To be in possession of another Spanish doctorate degree.



To be a graduate, architect or engineer who possesses the Diploma of Advanced Studies obtained in accordance with the provisions of Royal Decree (RD) 778/1998 or to have achieved research competence as regulated by R.D. 185/1985.



To be in possession of an official university degree corresponding to level 3 of the Spanish Framework of Qualifications for Higher Education, in accordance with the procedure established in Royal Decree 967/2014, of 21 November.

DO OTHER SPECIFIC REQUIREMENTS NEED TO BE MET?

In addition to the above, the doctoral program may include additional requirements and criteria that determine student selection and admission: aspects described in the research plan, published articles, research stays undertaken, scholarships obtained, language level, research activities carried out, etc.

Important!

COMPLEMENTARY TRAINING

Depending on the applicant's prior training, admission to a programme may be conditional on the completion of some specific training supplements.

These supplements will be considered doctoral level training for the purposes of public fees and the granting of study grants and scholarships. They must be studied in the first year of the Doctorate.

HOW CAN I APPLY FOR A PLACE?

In order to initiate doctoral studies at the University of Almeria you must apply for a place or pre-registration prior to admission and registration.

There are two phases: Ordinary (request period in September) and Extraordinary (request period in January). The Schedule and conditions of the pre-registration procedure can be found [here](#).

The application is made through the computer app that Will be activate during the officially established period on the [Distrito Único Andaluz website](#).



WHAT DOCUMENTATION SHOULD I PROVIDE?

In order for the application to be evaluated, students must attach the following documents in PDF format:

- Identity document (DNI / Passport / NIE)
- Degree certificate and academic transcript of the study/studies that grant access to doctoral studies
- Curriculum Vitae (CV)
- Supervision commitment form signed by the candidates proposed to supervise and tutor the doctoral thesis, available at the following link: [Supervision Commitment Form]. In the event that the prospective supervisor does not hold research periods (*sexenios investigadores*) at the UAL, the candidate's CV must be attached.
- Research plan signed by the applicant and the proposed thesis supervisor.

Important!

DOCUMENTATION

If you are a foreign student, you must also provide the legalized academic documentation, which must be translated into Spanish

+INFO: Legalization of the academic documentation

+INFO: [Sworn translation](#)

Important!

CALCULATION OF THE ACADEMIC RECORD

If you wish to access a doctoral program with studies completed, partially or fully, within a foreign university system (whether adapted to the EHEA or not), your academic record's grade point average will be considered as the equivalence of average grades for said studies issued by the Secretariat General for Universities (*Secretaría General de Universidades* under the Ministry of Universities). This must be submitted along with the application.

+INFO: [Instructions to ask for the qualifications equivalence \(free and on-line\)](#)

+INFO: [Link to the procedure.](#)

¿HOW CAN I KNOW IF I HAVE BEEN ADMITTED?

The *Distrito Único Andaluz* will notify you, on the date established by the Official Enrollment Resolution, via email or SMS, regarding the status of your application and the assessment of the access requirements and admission criteria, where applicable.

Furthermore, the list of applications with their respective assessments will be made public on the same date at the electronic access point.

Once the merit assessment is published, if you disagree with the score applied, or if your application has been excluded due to missing documentation, you will have a specific period to remedy the documentation or submit claims against the assessment made.

And if you are finally admitted...

iRegister!





REGISTRATION

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¿How can I get registered?

FIRST REGISTRATION

UAL Doctoral students complete their first enrollment online through our GUIDED SELF-ENROLLMENT PORTAL, which allows you to:

- Enroll from anywhere
- Be guided step-by-step: you only need to read carefully
- Access all the information you might need
- Even if the enrollment period has ended, the website remains available all year round so you always have access to the enrollment information for the academic year.



In order to enroll, it is necessary to:

- Obtain your **VIRTUAL CAMPUS CREDENTIALS** through the Enrollment website. To do this, you will only need your Pre-registration DUA Code and your identity document or passport number.
- Decide on your chosen **PAYMENT METHOD**:
 - **Direct debit:** You will need the IBAN of a European Union bank account. Please note that this payment method is mandatory if you wish to split the payment into several installments.
 - **Cash payment:** No special information is required. You will pay the full amount in a single installment at any CAJAMAR ATM



Important!

BRIDGING COURSES (COMPLEMENTOS DE FORMACIÓN)

If admission requires specific bridging courses, doctoral students must take them at the beginning of their doctoral studies.

These courses will be automatically included by the University (*de oficio*) in the student's first enrollment.

FIRST REGISTRATION

UAL regulations establish that doctoral students must enroll uninterruptedly during the academic years their studies last, even when they are under a temporary suspension status

RE-REGISTRATION

Throughout the month of October, the University will automatically (*de oficio*) complete the enrollment for doctoral students who meet the requirements for the continuation of studies, sending them a copy of their enrollment and a notice of the start of the payment period via email..

FIRST REGISTRATION

Every year, the Andalusian Regional Government (*Junta de Andalucía*) establishes the enrollment fees for public universities within the Autonomous Community. As a guideline, the fees corresponding to the **2025/2026** academic year were as follows:

BASIC REGISTRATION

Academic tuition.....	60,30 €
File opening fee.....	59,10 €
University card fee.....	5,70 €

	126.22 €

Important!

BRIDGING COURSES (COMPLEMENTOS DE FORMACIÓN)

- School insurance is mandatory for students under 28 years of age.
- You will only pay the file opening fee the first time you enroll in a Doctoral program.
- If you wish, you can also include the university sports card.

AM I ENTITLED TO ANY DISCOUNT?

If you are entitled to discounts, the amounts you will pay for your enrollment (taking the 1st basic enrollment as a reference) will be as follows:



TYPE OF EXEMPTION / WAIVER
Large Family (General Category): Will pay the <i>ppy</i> [see note below] and 50% of the remaining fees
Large Family (Special Category): Will only pay school insurance, where applicable.
Disability equal to or greater than 33%: Will only pay school insurance, where applicable
Victim of terrorist acts: Will only pay school insurance, where applicable.
Victim of gender-based violence: Will only pay school insurance, where applicable
Scholarship/Grant holders: Subject to the provisions of the corresponding call/announcement.



INTERNATIONAL STUDENTS

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Information for international students

Non-EU citizens (nationals of countries that do not belong to the European Union, the European Economic Area, or who do not hold Swiss nationality) will need a student visa to study at the UAL. This visa must be processed at the Spanish Consulate in their country of origin before traveling to Almería. For this purpose, an acceptance certificate or letter from the University will be required.

Furthermore, if their stay is going to exceed six months, once in España they must apply for the Foreigner Identity Card (*Tarjeta de Identidad de Extranjero* — TIE). They will have a period of 30 days from their entry into Spain to do so, and it must be processed in person at the Immigration Office (*Oficina de Extranjería*).

NIE

If the student is a citizen of the European Union, Norway, Liechtenstein, or Iceland, they must register in the Foreigners' Registry (*Registro de Extranjeros*) at the city's Police Station. From that moment on, they will be assigned a Foreigner Identity Number (*Número de Identidad de Extranjero* — NIE) which will certify their residence in Spain.

→ [More information:](#)



OPENING A BANK ACCOUNT

While residing in Spain, having a bank account can be very useful both for securely managing your expenses and income (renting an apartment, applying for a scholarship, receiving money from your home country...) and for withdrawing cash from ATMs. To open a bank account with a financial institution in Spain, you must present the following:

To do so, you must present:

- A valid passport.
- One photograph.
- TIN (Tax Identification Number from your country of origin).
- NIE or TIE (Foreigner Identification Number / Card).





MEDICAL INSURANCE

EU, Norway, Iceland, or Switzerland Students:

- If you have obtained the European Health Insurance Card (EHIC) in your country of origin, all you need to do is go to the nearest medical center to find out about the procedure to temporarily register with the Spanish healthcare system.
- However, the EHIC has very limited coverage, which is why we highly recommend purchasing a private health insurance policy.

Students from other countries:

- It is mandatory to purchase a private health insurance policy, which must include repatriation in case of death and personal liability coverage.

You can obtain more information about medical insurance [here](#).



SCHOLARSHIPS AND GRANTS

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¿Which grants and scholarships can I ask for?



INTERNATIONAL GRANTS/ INTERNATIONAL COOPERATION

We advise you to go to the International Projection Service (*Servicio de Proyección Internacional*), located on the first floor of the Student Building (*Edificio del Estudiante*), where you will be informed about the possibilities of obtaining funding for your stays



NATIONAL GRANTS

You must contact the Research Management Service (*Servicio de Gestión de la Investigación*).



KEY PROCEDURES

7



¿What do you must do each year?

DOCTORAL THESIS

Confirm your investigation plan.

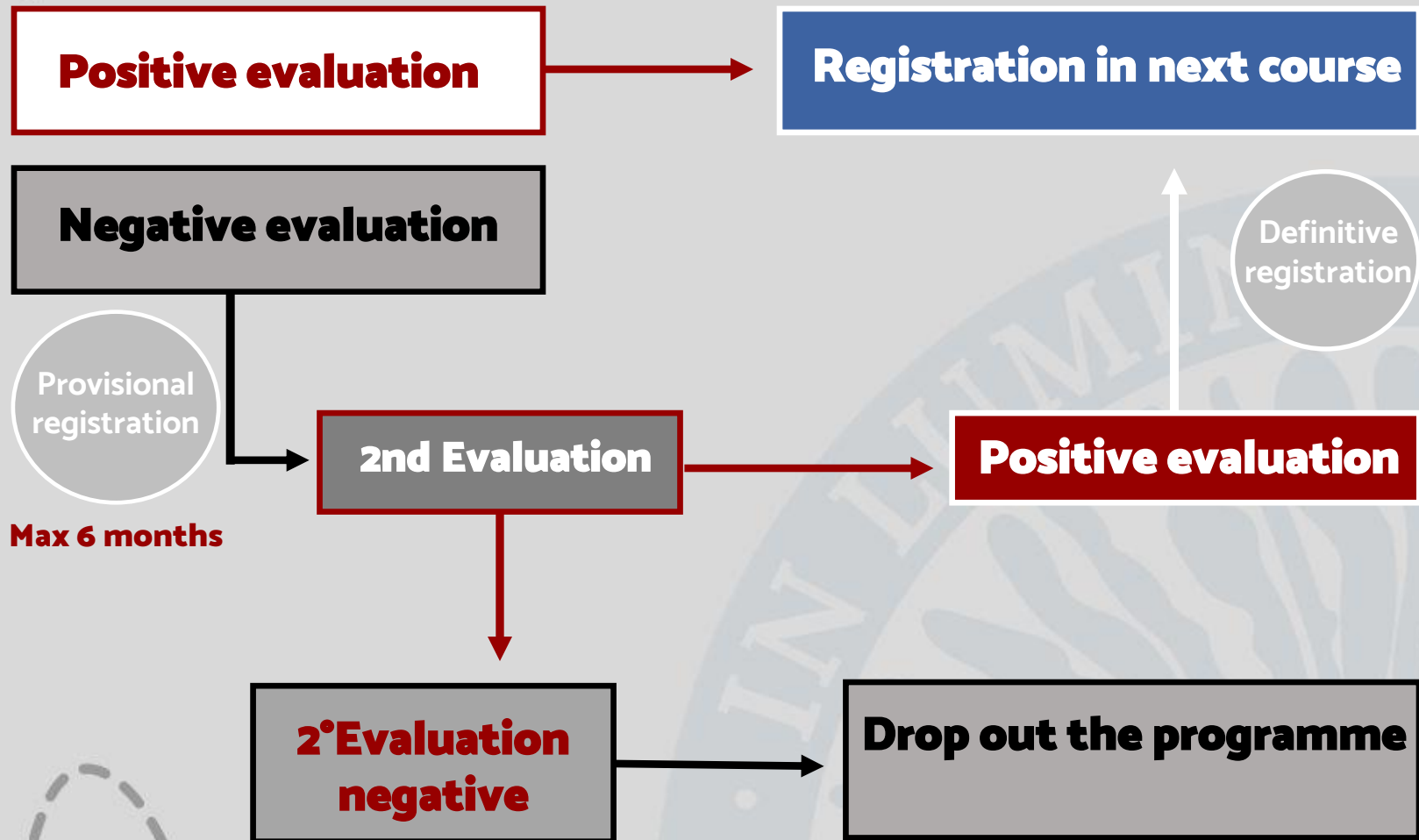
Modify your investigation plan

REGISTRO DE ACTIVIDADES

Maintain it updated

EVALUACIÓN

It is carried out by the Academic Committee, taking into account the training activities completed, research progress, and the reports from both the tutor and the thesis supervisor.





**MORE
INFORMATION**

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What if I need more information?

THERE ARE SEVERAL WAYS TO GET SOME HELP. USE THEM!

The [International Doctoral School of the University of Almeria](#) (EIDUAL) is the academic center responsible for organizing the teaching and academic processes that lead to you obtaining the doctorate degree. Conversely, the administrative and management processes related to the Doctorate are carried out in the Student Assistant Service.

UAL has a Central Secretariat where you can ask for help. The staff will explain the processes, inform you of the options available and answer your questions, letting you know everything you need to do.



**User support center -
CAU**



**General Information
950 21 40 00**



**EIDUAL (International
PhD School)**

*Bet on excellence.
Bet on UAL.*





UNIVERSIDAD
DE ALMERÍA

International PhD School

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