

Dear student,

As specified by the regulations governing the official PhD studies, doctoral students who are working on their theses must be registered on a doctoral course until they have defended their thesis.

According to our records, during the 2010-11 academic year you were registered on the thesis-writing stage of a doctoral program at this University, but you have not yet defended your thesis. This means you are now required to re-register for the 2011-12 academic year.

The period for online self-registration is from 1 November (at 00:00 hours) to 15 November (23:59 hours) (Central European Time).

Self-registration can be done online from any computer that has access to the internet. If you have any queries regarding this process, you can report them to the Academic Management Unit (mar.perpinya@urv.cat).

Please note that the registration fees for thesis tutorials are:

- EHEA programs - 381 €
- Pre-EHEA programs - 116 €

The following taxes charges should be added to the registration fees: - Management of Academic Transcript: 66.30 € - Learning Support Services: 70 € - Compulsory Insurance: 8 € (28 years and over) or 1.12 € (under 28 years)

If you have not completed self-registration within the above period, you will still be able to self-register from the 25th to the 30th of every month until May, if and when you are authorized to do so by the coordinator of your doctoral program.

If you are eligible for any discounts on your tuition fees, these will be indicated on your academic transcript when you start the self-registration process. Provided there are no errors, if you qualified for reductions in the tuition fee for the 2010-11 academic year, the same reductions should appear when you register for the 2011-12 academic year. If you now qualify for a new reduction, please present the documentation that accredits this to the Academic Management Unit (Servei de Gestió Acadèmica) either before you self-register or during the five calendar days following your self-registration.

To ensure that you complete the self-registration process correctly, we recommend that you consult the information on the URV's website. To find this, go the URV's homepage <http://www.urv.cat/> and click on the section Automatrícula. Then click on the link Automatrícula Programes de Doctorat (segon curs i següents).

We trust that will you find the procedure useful and that the locations and timetables of the courses are sufficiently flexible to fit in with your existing commitments.

Sincerely,

Àngels Olivé