UNIGE: Timeline for thesis defense and preparation

PhD candidate	Thesis director	Session president

- Send (changes in) TAC and thesis jury composition to LNDS coordinator
- Find date for the private defense with TAC members once the thesis manuscript is ready to go

Can be the thesis director or another LNDS representative who is part of the TAC/jury.

3 weeks before private defense

Submit manuscript to TAC
pre-final, director-approved

Private defense (min. 6 wks before public) >>> adjusting delay is possible)

Private defense session
30 min presentation
+ open discussion (TAC)

Sign private defense PV
collect TAC signatures
transmit to LNDS

Collect comments and suggestions of thesis experts and director(s) for the «Thesis report»

- Find date for the public defense with jury members (if not done already).
- Implement changes in the thesis manuscript and get approval from thesis director(s)

5 weeks before public defense

Submit final manuscript
to all jury members

10 days before public defense

Send bundled thesis report
signed by all jury → faculty
cc LNDS coordinator

Public defense day

~30 min presentation
accessible to non-expert audience; answer jury then public questions

Jury evaluates thesis
scientific research, manuscript quality & oral presentation
accepted / refused (or 0–6)

Guide the session
fill public defense PV
collect signatures
send to faculty / LNDS

After defense (stay enrolled!)

- Implement last changes in thesis manuscript
- Wait for imprimatur page issued by your faculty once they received the session PV
- Submit final version as pdf to the UNIGE open archive & order your PhD diploma at the same time

For more (regulatory) details, PV and other templates please see the LNDS Thesis Milestones (point 5.1) or ask the LNDS coordinator