



AgroParisTech
 Ecole Doctorale ABIES
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 https://abies.agroparistech.fr/

DOCUMENTS TO BE INCLUDED

First PhD Registration ABIES Doctoral School

Academic year 2025-2026

Registration from the 1st of September

Registration is entirely done online but you must have previously had a meeting with your ABIES correspondent person (see list below), unless you were selected through the ABIES competition

☛ Register online on ADUM:

To enrol at Université Paris-Saclay, GS Biosphera as institution, and ABIES as doctoral school, go to this page <https://www.adum.fr/psaclay/index.pl>

To enrol at AgroParisTech, choose Versailles as Academia, and Institut national des sciences et industries du vivant et de l'environnement (AgroParisTech) as institution and ABIES as doctoral school <https://www.adum.fr/index.pl>

To enrol at ENVA, choose Créteil as Academia, and ENVA - Ecole Nationale Vétérinaire d'Alfort as institution and ABIES as doctoral school <https://www.adum.fr/index.pl>

To enrol at Université Reims Champagne-Ardenne, choose Reims as Academia, Université Reims Champagne-Ardenne as institution and ABIES as doctoral school <https://www.adum.fr/index.pl>

☛ Upload only one PDF including all the following documents on ADUM:

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|---|--|
| • A maximum 5 page presentation of your thesis project or the document corresponding to your thesis funding request, | |
| • A certificate from the funding institution or a copy of your working contract | |
| • A summary of your research experience including a brief description of your work or the list of publications showing your capabilities to undertake research work | |
| • Your degree certificates since the baccalaureate or equivalent and the transcripts | |
| • A copy of a valid identity document | |
| • A certificate of health insurance coverage | |
| • A civil liability certificate | |

☛ Upload an ID photo conforms to the characteristics of an identity document, using JPG format, cf <https://www.service-public.fr/particuliers/vosdroits/F10619>

☛ Upload you CV / resumé as a PDF where indicated,

- ☛ Fill in carefully the different fields of your individual training convention (Convention Individuelle de Formation) with your PhD supervision, and get your thesis supervisor and research unit director to validate it on ADUM,
- ☛ Read carefully the following documents (on your ADUM interface) and validate your submission acknowledging your agreement with these documents by ticking the corresponding boxes (make sure you understand them, do not hesitate to ask your thesis supervisor if needed)

• the “Charte des thèses”	
• the « Règlement Intérieur » of ABIES Doctorate School	

- ☛ Once ABIES doctoral school has authorized your registration, you will receive an information email that will allow you to finish the registration by paying the registration fee and the CVEC. (<https://cvec.etudiant.gouv.fr/>)

	To enrol at AgroParisTech	To enrol at GS Biosphera	To enrol at URCA	To enrol at ENVA
	Versailles	Versailles	Reims	Créteil
CVEC - Academia	Enter the CVEC number and upload the payment certificate on ADUM (Exception: doctoral students in FTLV and joint supervision only in years where they are exempt from registration fees in France are not subject to CVEC, there is no action to take)			

Payment for registration fee	Payment online on ADUM <ul style="list-style-type: none"> • Either by credit card, • Or by bank transfer, specifying "ED ABIES registration" - Last name - First name • Print the receipt • Upload the payment certificate 	Payment outside ADUM <ul style="list-style-type: none"> • Payment by bank transfer, specifying "ED ABIES registration" - Last name - First name Send the payment certificate at the secretariat (deve.doctorat@vet-alfort.fr)
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Student card	Your card will be sent by post	Hand delivery	Hand delivery	Hand delivery
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