

INFORMATION ON DOCTORAL REGISTRATION RENEWAL - 2025-2026 ACADEMIC YEAR (FOR SECOND-YEAR STUDENTS AND BEYOND)

1. AUTOMATIC RENEWAL OF REGISTRATION FOR THE 2025/2026 ACADEMIC YEAR

1.1 The Doctoral School will automatically renew registrations during the first two weeks of October, based on enrolment data from the previous academic year.

1.2 Renewal confirmation will be sent to the email address registered in RAPID.

You can view your enrolment summary via the UV Services Portal: <https://intranet.uv.es/portal/>. Once logged in, navigate to: Estudiant – Matrícula > Resumen de matrícula

1.3 Reporting issues during the enrolment process.

To report any issues, please submit a ticket via the following link: <https://www.uv.es/escola-doctorat/matricula> “Incidencias con la matrícula – Mi matrícula en el doctorado”.

1.3 Data modification.

Once the automatic enrolment is completed, doctoral students will receive a notification including the dates during which they can modify payment methods or apply for any applicable exemptions. These changes must be made through the services portal <https://intranet.uv.es/>. Any modifications submitted after the deadline will not be accepted.

The Doctoral School will automatically apply the academic supervision exemption for the 2025/2026 academic year to doctoral students hired through the FPU or FPI calls for applications who are entitled to it.

1.4 Schedule for payment receipt validation

http://www.uv.es/graus/matricula/pagament_rebuts.pdf

1.5 Consequences of non- payment

<https://links.uv.es/oBRD0Sr>

2 SPECIAL CIRCUMSTANCES UNDER WHICH REGISTRATION WILL NOT BE RENEWED OR FEES WILL BE REFUNDED.

2.1. Conditions for the granting of a temporary leave of absence from Doctoral Studies

2.1.1 Applications for temporary leave of absence for the duration of an **entire academic year** may be submitted until **31 January 2026** and **give rise to the following particularities**:

- a) Applications for temporary withdrawal submitted by 31 December entitle the applicant to a refund of any fees paid.
- b) Applications for temporary withdrawal submitted between 1 and 31 January do not entitle the applicant to a refund of fees and require full payment of the academic year's tuition fees in advance.

2.1.2 Applications for temporary leave of absence **lasting less than one academic year (minimum 3 months, maximum 9 months)** may be submitted until **30 June 2026** and do not give rise to a refund of fees. In addition, for processing, prior and full payment of the academic year's enrolment fees will be required.

2.2 Assumption of thesis submission in the 2024/2025 academic year (until 30/09/2025).

Doctoral students who request to deposit their thesis on the ENTREU platform by 30/09/2025 **will not have their enrolment renewed for the 2025/2026 academic year.**

If you submit your thesis after 30/09/2025 your enrolment will be automatically renewed and you will be required to pay the fees for the 2025/2026 academic year.

2.3 Students with expired enrolment periods

Doctoral students whose period of enrollment has expired — that is, those who have exceeded the maximum allowed timeframe for submitting their doctoral thesis — will not have their registration renewed.

3. VOLUNTARY WITHDRAWAL AND TERMINATION OF DOCTORAL STUDIES

In the event that you voluntarily withdraw from or discontinue your doctoral studies, and in order to avoid automatic renewal of your registration, you must submit the permanent withdrawal form to the Doctoral School through the enrolment ticketing system: www.uv.es/escola-doctorat/matricula 'Incidencias con la matrícula' (Enrolment issues).

4. OTHER ISSUES: IMPORTANT INFORMATION TO CONSIDER

- ✓ All communications from the Doctoral School will be sent to the **student's institutional email address listed in RAPID.**
- ✓ All enquiries to the Doctoral School must be submitted via the ticketing system: <https://links.uv.es/3TpMick>
- ✓ Doctoral School guides and forms: <https://links.uv.es/kuV1dIE>
- ✓ Services Portal: <https://uv.universitasxxi.cloud/portal/home>