



Master of Science Leading International Vaccinology Education (LIVE)

An Erasmus+ Joint Master Degree Program in
International Vaccinology
website: live.univ-lyon1.fr/

ACADEMIC CALENDAR LIVE MASTER S4 UCBL - UJM - UAB - UB - UAntwerpen

JANUARY 2022

Jan 5-12: Language courses S4 (3ECTS) & tutorial

JANUARY 17 TO JULY 31, 2022: PROFESSIONAL INTERNSHIP

Jan 17 to July 31: Internship (mandatory duration for Master validation: 24-26 weeks)

May 31: Master thesis with the introductory bibliography introduction

June 13 to 16: oral defence, transportation and 2 nights directly paid by the LIVE Secretariat

Schedule of the Master Thesis

Email to the LIVE Secretariat: mylive@univ-lyon1.fr

FEBRUARY 2022

By Feb 4 (Fri)

The **Student** sends the **Internship Installation Sheet (§4)**, signed by the Internship Supervisor, to the Academic Supervisor with copy to the **LIVE Secretariat**;
The **Student** provides the **Professional Work Evaluation Form (§4)** to the Internship Supervisor. Note: For installation later than this date, the installation sheet must be sent the very day of installation.

By Feb 11 (Fri)

The Academic Supervisor appoints 2 reviewers / thesis from the national Masters supporting the Master LIVE and sends their First name, Last name, Institution, Function and email address to the **LIVE Secretariat**.

MARCH-APRIL 2022

The **Student** organizes at least one mandatory tripartite meeting with both Supervisors. Formally, this meeting is divided into 3 stages of minimum 10 min each: the three together, then the two Supervisors, then the Academic Supervisor with the Student. If applicable, difficulties must be shared with the Supervisors, with no delay and without waiting for this formal meeting.

MAY 2022	
By May 11 (Wed)	The Student sends his/her advanced work of Master thesis with the bibliographic introduction to the Academic and Internship Supervisors in order to obtain some independent advices.
By May 31 (Tue)	The Student submits electronically his/her final version of Master thesis with the bibliographic introduction to the Academic Supervisor with copy to the LIVE Secretariat . WARNING: Master thesis with a Confidential Disclosure Agreement must contain one additional title page to provide a title with an abstract in lay terms that can be formally published by the University of Antwerp (mandatory to issue the Belgian Diploma).
JUNE 2022	
By June 3 (Fri)	The Academic Supervisor provides the Master thesis and its evaluation form (§4) with the deadline (June 17, Fri) to the Reviewers (2/thesis). WARNING: Confidential Disclosure Agreement should be signed by the Reviewers beforehand, if applicable.
By June 6 (Mon)	The Student sends electronically his/her PDF show to the Academic and Internship Supervisors to obtain some advices.
By June 12 (Sun)	The Student submits electronically his/her PDF show on Claco in the Directory "LIVE S4 / Resources / PDF defence show". PDF is mandatory, pptx is facultative. About the rights for this directory: Students can upload and edit the uploaded file, but neither download, nor suppress the uploaded files. If your PDF is confidential, you should protect opening by a password and provide the password by email to the LIVE Secretariat
On June 15 (Wed)	If necessary, 48h before their deadline, the Academic Supervisor sends a reminder to the Reviewers to harvest the filled form.
From June 13 - 16 (Mo to Thu)	The Steering Committee with the LIVE Secretariat organizes the Oral Defence of the Students in Barcelona (to be confirmed) The Jury will include 5 members from the LIVE Steering Committee and academic professors from the national Masters supporting the Master LIVE and possibly Associated Partners (when there is no Confidential Disclosure Agreement). The defence won't be open due to signed Confidential Disclosure Agreement that should be signed by the Jury members before the defence, if applicable. Supervisors are welcome to participate in Jury. However, for the equity of treatment between students, they are not judge (defence) and party (supervision): <u>Supervisors cannot participate in Jury of their own supervised student.</u> At the end of the defence, the jury transfers the Master Defence Evaluation Form (§4) to the LIVE Secretariat .
By June 20 (Mon)	The Academic Supervisors send the Master Thesis Evaluation Form (§4) filled out by the 2 reviewers to the LIVE Secretariat . In parallel, the Academic Supervisors enter the scores that must be all available at the LIVE Secretariat, by June 23. In case the two reviewer scores are very different (SD score >20%), the LIVE Steering Committee (five members) will study the thesis to provide a third assessment.

On June 20 (Mon)	If necessary, the Academic Supervisor sends a reminder to the Internship Supervisors to fill out the Professional Work Evaluation Form (§4) by June 23 to send it to the LIVE Secretariat mylive@univ-lyon1.fr
By June 23 (Thu)	If applicable, the 3 rd reviewer sends the scores of the thesis to the LIVE Secretariat ; the Internship Supervisor sends the Professional Work Evaluation Form to the LIVE Secretariat , with copy to the Academic Supervisor. The Academic Supervisors enter the scores that must be all available at the LIVE Secretariat, by June 23.
By June 24 (Fri)	The LIVE Secretariat provides all scores to the Coordinator who transfers to the UCBL-UJM administration to prepare the Jury.
On June 30 (Thu)	The session 1 of the LIVE M2 semester 4 Jury is held in France.
JULY 2022	
By July 15 (Fri)	The Students who failed at the session 1 submits electronically his/her final version 2 of the Master thesis with the bibliographic introduction to the Academic Supervisor with copy to the LIVE Secretariat for the session 2 evaluation.
AUGUST 2022	
On August 25 (Thu)	The session 2 of the LIVE M2 semester 4 Jury and the final LIVE Diploma Jury are held in France.