

You are :

- **in your 2nd year (first CSI in 2024)**
- **in your 3rd year (first registration after 01/01/2023)**

Under the terms of the [August 2022 decree](#), the Comité de Suivi Individuel (CSI) must meet prior to any re-registration. Its role is to assess the progress of scientific work and working conditions. Your CSI has already been set up in 2024. Except in special circumstances, its composition remains unchanged.

CSI meetings will be held in **June 2025**. Videoconferences will be possible for external members and doctoral students working outside the Poitiers site.

What to do :

- (a) prepare some slides for a maximum 15-minute presentation on the progress of your work. Please note that thesis supervisors must not be involved in the preparation of these slides. The presentation should outline your subject and its context, the way in which you are dealing with it, the results you have obtained and the prospects for the coming year. You do not have to write a report this year, unless the members of your CSI have asked you in 2024 to submit a manuscript again. In this case, it is up to you to send it to them by email before the meeting.
- (b) organize the interview: contact, **at least two months before**, the two members of your CSI and your supervisors (as defined on your registration form) to set a date and place for the meeting in June 2025 (if the external member participates in the CSI by videoconference, please send him/her a connection link).

CSI procedure in 3 steps:

- a presentation of your work based on the slides (maximum 15 minutes),
- a discussion between you and the CSI members, without your supervisors,
- a discussion between the CSI members and your supervisors, in your absence.

After the interview, the CSI members will have to fill in a form based on the discussion (for your information: [grille d'évaluation](#) on the MIMME Website). You will also be invited to communicate to the committee your remarks of any kind. Once the committee has also heard your supervisors, it will formulate recommendations that will be communicated to you.

Beyond its formal aspect, the CSI remains a tool intended to provide support for your thesis. Its mission is to provide constructive advice and to ensure that your program runs smoothly. The ED directors and secretariat remain at your disposal to provide you with the necessary details and assistance.

Best regards,

The Head of the ED MIMME
Christophe COUPEAU and Damien HALM