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CONTACT DETAILS

DSEFM









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And Director of Doctoral Program in Economics and Management Science

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Study and Programme Administrator, DTUs & DSEFM back up

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OTHER USEFUL CONTACT & LINKS

HR related questions If you have questions related to your work contract, insurance during a travel	HR4U@uni.lu
Materials/office related questions If you have a question regarding your equipment or your office	dem@uni.lu
Acces to softwares, hardawares & databases If you would like access to one of the above. Please also see the appendices for further information	dem@uni.lu
Your budget at the department level For questions about your available budget at the DEM (only for structural positions)	dem@uni.lu
IT support If you experience a problem with your computer, softwares, printers	Open a ticket in <u>ServiceNow</u>
Gender Equality related questions	skerdilajda.zanaj@uni.lu
FIORI For leave requests & access to personal information	https://fiori.uni.lu/fiori#Shell-home
Ressources in Economics and Management	Economics and Management (uni.lu)
Ressources in Finance	Finance (uni.lu)

PRESENTATION OF THE DOCTORAL SCHOOL

The Doctoral School in Economics, Finance and Management aims at providing doctoral candidates with a high-caliber research environment meeting the standards of the best universities in Europe and North America. The doctoral candidates will focus on developing their ability to cope with new, original research questions and address them with up-to-date quantitative tools and methods. The objective is to train highly skilled professionals and to contribute to the dissemination and advancement of knowledge in economics and finance.

Through the collaboration of the School's researchers with private partners as well as local and international public institutions, the doctoral candidates will have the opportunity to exchange with external experts and organizations.

The interdisciplinary nature of the School offers candidates a rich training environment and diversity of research topics, as well as a better opportunity of academic and professional placement within and outside Europe.

The DSEFM hosts PhD students of several Doctoral Training Units (DTU), which are funded FNR PRIDE program. The School implements the design and administration of all "doctoral education" issues (admission, doctoral courses, doctoral workshops and events,...). The DTU implements their "research" activities (recruitment, research workshops, research conferences, research trips, research reports...).

DSEFM ACTIVITIES

- Lectures given by external professors (experts in their resp field)
- Expository lectures by top tier professors
- Jamboree (participation obliged as of 2nd year PhD)
- Poster sessions (participation obliged as of 2nd year PhD)
- Informal student event
- Welcome breakfast
- Network Alumni



ECTS

REQUIREMENTS

To graduate from the DSEFM, doctoral candidates are required to complete at least **20 ECTS** by the end of their degree:

- Min. 5 ECTS must be acquired within Transferable Skills including a compulsory seminar on ethics. List of transferable skills courses given by the uni: <u>Doctoral Training</u> (uni.lu)
- **Min. 15 ECTS** within Interdisciplinary Courses. List of courses given by the DSEFM: Courses at the DSEF (uni.lu)

<u>Guideline - Attribution of ECTS</u>: 15 Teaching Unit (TU) = 30/35 workload hours = 1 ECTS.

OTHER WAYS TO ACQUIRE ECTS

- SUMMER SCHOOLS/COURSES AT EXTERNAL INSTITUTION: Request for
 validation needs to be done. All requests are reviewed by the Doctoral Programme
 Directors. The total number of ECTS is calculated on the basis of actual TU, working
 load and exam. Requests can only be done 1/year. Information on how to submit a
 request is sent during the summer months by the DS secretary.
- FIVE PRESENTATIONS AT <u>INTERNAL</u> JAMBOREES/POSTER SESSIONS =1 ECTS (Transferable skill)
- MScQEF COURSES REQUIRED FOR ADMISSION: ECTS are given for candidates
 who do not fulfill the admission requirements and are requested to take courses at
 MScQEF level. After successfully passing the required course 3ECTS will be
 validated. A cap of 5 ECTS if more than one course needs to be taken .(introduced
 for enrollments after 15/09/2022)

DSEFM BUDGET/FUNDING

GENERAL RULES

- Request for funding summer schools need to be approved by your supervisor and then head of DS
- DSEFM attempts to fund according to budget two summer schools during your PhD studies
- No cash advance possible, only reimbursements based on AVS and declaration of expenses
- For research visits: lump sum of 3months*500€ and flight; if extra funding needed, request can be introduced and will be approved by Head DS
- If you are traveling outside Europe, please send an email to HR to inform them for insurance purpose.

TRAVEL APPROVAL REQUEST

Before making any trip, you need to fill and submit a "Request for Travel Approval". Please contact the DSEFM admin to initiate the request.

TRAVEL ORGANIZATION

When your travel has been approved, you will be able to start planning your travel.

The DSEFM will pay your hotel & traveling fees, but you will need to organize it along with the University dedicated supplier: Travel Pro.

To organize your travel:

- Send an email to <u>reservation@travel-pro.lu</u> with <u>dsefm@uni.lu</u> in copy to request an offer. Indicate your traveling dates, preferred flight/train schedule, hotel preferred location, dates of hotel check-in and check-out.
- Travel Pro will send you several offers. Please make sure to keep <u>dsef@uni.lu</u> in copy at all times.
- Once you picked one of the offer, the DSEFM admins will issue a Purchase Order. <u>It is only after this step that your reservation will be booked</u> by Travel Pro so make sure to keep us in the loop.

<u>Remark</u>: the approval process of your travel can take some time. Please make sure to start organizing your travel as soon as possible.

EXPENSE REPORT

After your travel is over, you will need to submit a "declaration of expenses" report within 45 days to be reimbursed.

Template can be found here: Useful forms - All Documents (uni.lux)

To get reimbursed, you will need to provide:

- The original "Declaration of Expenses" form, duly signed by the budget holder & head of the Doctoral School,
- All the original bills and proofs of all your expenses as well as a scan copy of these proofs,
- Certificate of attendance for the courses you attented,

EXPENSES ALLOWED

Please note that only the expenses that fall under the University's rules will be reimbursed. Check the financial guidelines to learn about your allowances: https://uniluxembourg.sharepoint.com/sites/sfc/SitePages/New-financial-guidelines-valid-as-of-July-15th,-2022.aspx

HOW TO REGISTER TO COURSES

Registration to courses is now entirely managed via MOODLE. You can access the DSEFM online programme through moodle: winter semester 2022/23

Enrollment key: to register, use the enrolment key: tW5fk

Deadline: Please make sure to register <u>at least 15 days</u> before the beginning of the course you want to follow, or we won't be able to guarantee your participation (especially if the course is hapenning onsite).

HOW TO VALIDATE ECTS FROM TRANSFERABLE SKILLS

The TS office will automatically send the results to the DSEFM admins after each course (please note that it can take some time). Once received, the DSEFM admin will update your ECTS and send you an up-to-date record.

COURSE PROGRAMME

WINTER SEMESTER

Courses will all be on campus again except the course 'econometrics clinics' will be in hybrid mode.

Course outlines are accessible in **Moodle**: winter semester 2022/23

<u>Important remark</u>: make sure to register via <u>Moodle</u> at least <u>15 days</u> before the beginning of the courses, as explained on P.8 of the present document.

Course	Lecturer	ECTS	Room	Dates
The macroeconomics of	Prof. Andreas IRMEN,	2	G001 (IRMEN)	Every wednesday morning:
automation, artificial intelligence, and digitization part I (Irmen) Macroeconomics part II (Koulovatianos)	Prof. Christos KOULOVATIANOS	2		From 21 september to 23 November (IRMEN) 7 December - 14 February (KOULOVATIANOS) 9:30-11:45
International Public Economics and Migration	Prof Skerdi Zanaj	1	G001	Every Monday as of 21 Nov until 19 Dec
Matlab for financial modeling	Dr Xisong Jin (vacataire)	2	D17	17, 18 & 19 November, 09:00 - 18:00
Econometric Clinics	Dr Rutger Poldermans	1	TBD	TBD but in Oct
Advanced Microeconomics II	Prof Vincent Anesi	1	BLG001	31 Jan, 1 to 3 Feb
Stochastic models of supply chain operations	Prof Joachim Arts	2	TBD	2,4,9,11,16,18,22 and 25 Feb 2/4 Mar 13.30-16h
Game theory	Prof Benny Mantin	2	TBD	TBD most probably Jan
Sustainable Finance	Profs. Michaël Halling and François Koulischer	1	BLF 2.13	Sep 30, oct 7, oct 14, oct 21 exam Nov 11
Decision Making under Uncertainty: Stochastic-dynamic Programming	Prof Nils Löhndorf	2	TBD	TBD
Topics in Inequality	Prof Conchita D'Ambrosio	2	MSA	21,22,28,29 Sep 5,6,12,13 Oct

SUMMER SEMESTER

Course outlines are in **Moodle**: summer semester 2022/2023

 $\underline{\textbf{Important remark}} : \text{ make sure to register via } \underline{\textbf{Moodle}} \text{ at least } \underline{\textbf{15 days}} \text{ before the beginning of the courses, as explained on P.8 of the present document.}$

Course	Lecturer	ECTS	Room	Dates
Advanced Econometrics – Nonparametric Methods in Econometrics !!! shortened version 15TU	Prof Gautam Tripathi	1		1,6,8,13,15,20 March
Job Market	Profs Irmen, Penasse, Picard	1		Fridays March-April
Asset pricing	Prof Julien Penasse	1		
Dynamic Corporate Finance	Prof Geelen	1		May 15,16,17 and 19 all day
Dynamic Games	Prof Zou	1		May 23, and 30 June 2 , 6, 9 Tuesdays 9.30-12.30 (some sessions will be rescheduled)
Choice Models with Stata	Prof Morlotti	1		
RAEF	Prof Fraschini	2		Feb 23 (Thu), Mar 2, Mar 7, Mar 15, Mar 22, Apr 6, (part 1)Apr 12 Apr 20, Apr 27, May 4, May 11, , May 25 (part II)

APPENDICES

MOST USEFUL SOFTWARES AND ONLINE PLATFORMS

For any questions related to softwares, please contact DEM@uni.lu

Softwares available at University level (managed by the IT department)

- Stata (access by entering "Software Center" in your computer start menu)
- MatLab (access by entering "Software Center" in your computer start menu)
- Mathematica (access by entering "\poseidon\resource_media\Mathematica" in your computer start menu)

Software held by the department:

• Eikon (previously Datastream). 4 access available for DEM

Useful websites for research:

- Statec : https://statistiques.public.lu/fr/acteurs/statec/index.html
- Eurostat: https://ec.europa.eu/eurostat
- IMF : https://www.imf.org/en/Data
- World Bank: https://www.worldbank.org/en/home
- OECD: https://www.oecd.org/
- UNCTAD: https://unctad.org/statistics

INDICATIVE LIST OF AVAILABLE DATABASES

To access all ressources made available by the library for our faculty, please visit: https://www.nuni.lu/luxembourg learning centre/resources/subject guides

Databases in economics and/or management:

Business Source Premier	It is a full text business database, covering management, economics, finance, accounting, international business of the 10.000 biggest companies worldwide.
<u>EconLit</u>	Mainly Anglo-american literature from economics, economic politics, economic theory, economic history and demography
<u>Factiva</u>	It provides essential business news and information together with the content delivery tools and services that enable professionals to make better decisions faster.
OECD iLibrary	It contains all the publications and datasets released by the Organisation for Economic Cooperation and Development and other organisations.
Orbis Bank Focus (formerly Bankscope)	Information on over 30.000 banks around the world.

Databases in finance:

Bloomberg	A <u>Bloomberg Terminal</u> is <u>accessible</u> in the Welcome Zone of the LLC. On arrival, please see the librarian in the Welcome Zone. Accessing Bloomberg requires a username and a password. These credentials are not provided by the library. University members who need access to the terminal receive the login information during specific training sessions. On Kirchberg Campus there are also one Bloomberg Terminal for researchers/professors and nine Bloomberg Terminals for students, as part of the Bloomberg FinanceLab of the FDEF. If you have any questions about the access to the terminals or more specific information on the Kirchberg equipment please contact Prof Dr <u>Denitsa Stefanova</u> .
Business Source Premier	It is a full text business database, covering management, economics, finance, accounting, international business of the 10,000 biggest companies worldwide.
EconLit	Mainly Anglo-American literature from economics, economic politics, economic theory, economic history and demography
<u>Factiva</u>	It provides essential business news and information together with the content delivery tools and services that enable professionals to make better decisions faster.
OECD iLibrary	It contains all the publications and datasets released by the Organisation for Economic Cooperation and Development and other organisations.
Orbis Bank Focus (formerly Bankscope)	Information on over 30,000 banks around the world.

Please contact <u>dsefm@uni.lu</u> for any question you might have.

