
This doctoral study guide has expired. Doctoral study plans that have been approved before 1.1.2016 can utilize these guidelines in doctoral degrees that are completed by 31.12.2020.

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If you have completed a master’s degree and are interested in undertaking scientific research – and are eligible for postgraduate studies in a discipline represented at Jyväskylä University School of Business and Economics (JSBE) – you may apply for admission to postgraduate studies at the school. This will entitle you to complete a doctoral degree and potentially a licentiate degree, which is a non-obligatory degree preceding the doctorate.

The key persons regarding doctoral studies include the major subject professors of the relevant degree, whose contact information can be found on the JSBE website. Before contacting them, please read the guidelines provided on this site, as well as the University of Jyväskylä Degree Regulations and the JSBE's Standing Rules regarding doctoral degrees.

The Jyväskylä University School of Business and Economics Doctoral School operates under the University of Jyväskylä Graduate School and thus complies with the principles of the University Graduate School.

1. THE OBJECTIVES OF SCIENTIFIC POSTGRADUATE STUDIES

A scientific postgraduate education aims to enable students to

- thoroughly familiarise themselves with their discipline
- gain a profound understanding of their own field of research within the discipline, and demonstrate independent and critical scientific thinking in this research field
- acquire the ability to independently yield new scientific insight.
2. APPLICATION AND REGISTRATION FOR POSTGRADUATE STUDIES

Candidates who have completed the Advanced Studies block in the discipline are eligible for postgraduate studies therein. At the professor’s discretion, an eligible student in a neighbouring discipline, who has additionally been deemed by the professor as having completed sufficient studies in the major subject of the postgraduate field, may also be admitted to postgraduate studies. If the extent and/or content of the former education do not qualify an applicant for postgraduate studies, complementary studies can be added to the student’s postgraduate programme in accordance with the proposal of the major subject’s professor.

Candidates who have completed a master’s degree apply for permission from the faculty to complete postgraduate studies using the application form, available at the JSBE website. The dean admits postgraduate students based on the statements given. Application periods are announced online.

The following general criteria are considered in postgraduate student selection:

- success in completing master-level or equivalent studies
- the language skills required for completing the studies
- innovativeness of the research topic
- viability of the research plan
- relevance of the research topic to the core research areas
- availability of expert supervision and sufficiency of supervision resources
- continuity of supervision
- student’s commitment to completing the studies
- student’s possibility to participate in postgraduate seminars, other courses and/or graduate schools

In connection with the application, the student and the teacher supervising the research create a postgraduate study plan regarding the contents and modes of completing the studies included in the doctoral degree. To the application is attached detailed information about the supervisors and planned funding, as well as statements from the teacher supervising the research, after which the major subject professor proposes its approval to the dean.

Students admitted to complete postgraduate degrees must enrol as students at the University of Jyväskylä. After the first enrolment for attendance or non-attendance, this is done via the Korppi system each academic year. See separate instructions for more details.

3. RESEARCH SUPERVISION

Based on the subject’s proposal, doctoral students are appointed one or more supervisors who hold a doctoral degree and have profound knowledge of the research area within the major subject. This takes place upon confirmation of the postgraduate study plan, and is based on the consent of the student. One of the supervisors must hold a position or be a docent at a scientific university.
The supervisors are responsible for

- guiding the student on the creation of a postgraduate study plan, as well as on following it and, if necessary, updating it
- guiding the student on the planning and implementation of the research, and on writing the thesis/dissertation
- guiding the student’s self-directed study
- helping the student to create contacts with other researchers in the field and with those who apply the study results.

Postgraduate students must annually report on their study progress to their supervisors. The study plan is specified annually, and also more frequently upon student request. The Faculty Office is responsible for keeping a register on postgraduate study credits, on which the students themselves must inform the office without delay.

4. THE STRUCTURE OF POSTGRADUATE DEGREES

The extent of doctoral degrees is 240 ECTS credits.

4.1. ECONOMICS

In the postgraduate studies of Economics at the University of Jyväskylä, you can complete the degree of Doctor of Science (Economics and Business Administration) or Doctor of Philosophy. The set of requirements is the same for both.

The methodological initial level requirement for the doctoral degree is a basic studies block either in mathematics or statistics, or corresponding knowledge. However, gaining a higher level of quantitative skills is recommended. The minor subject studies of the doctoral degree may also contain methodological studies.

Finland has a national graduate programme in economics, the FDPE (Finnish Doctoral Programme in Economics). Completion of the central theoretical studies (micro, macro, econometrics) through the FDPE’s courses is recommended. The FDPE’s or other postgraduate programmes’ (incl. international programmes) special courses and research seminars are also ideal ingredients of the doctoral degree. Postgraduate studies may also contain courses of e.g. University of Jyväskylä’s Methodology Centre for Human Sciences (IHME) and the Finnish Doctoral Program in Business Studies (KATAJA).

The doctoral degree consists of the following parts:

1. **The doctoral thesis and research seminar**, 180 ECTS
2. **Major subject studies**, 30 ECTS

   - general theory of economics, including microeconomic theory (FDPE course or equivalent) and macroeconomic theory (FDPE course or equivalent)
   - studies of the field of research
   - the studies can include special courses, literature exams, essays, active participation in international scientific conferences, and research oriented professional studies.
3. **Research methods, 15 ECTS**

- theory of science (JyU course, currently organized by IHME, compulsory)
- statistical methods in econometrics (FDPE course or equivalent)
- additional elective courses in statistics, mathematics, information systems science etc.
- if the previous degrees do not contain a course in the history of economic thought, such is to be included in the postgraduate degree.

4. **Minor subject studies, 15 ECTS**

- The following can be included in the minor subject studies: a) advanced studies, b) intermediate studies in the minor subject not included in the minimum requirements for the previous degrees, c) research training related to the research field, organised by the faculty or other academic community, and of at least intermediate level, d) higher education pedagogy studies, or e) teaching in the research field.

The dean decides on small-scale deviations as regards the relation of items 2, 3 and 4 (total 60 ECTS).

4.2. **BUSINESS STUDIES**

In the postgraduate business studies at the University of Jyväskylä, you can complete the degree of Doctor of Science (Economics and Business Administration) or Doctor of Philosophy. The set of requirements is the same for both.

If you intend to undertake postgraduate studies, please also see the separate guidelines for the major subject you are planning to study, available on the Jyväskylä University School of Business and Administration website, or contact the professors of the subject in question.

The doctoral degree consists of the following parts:

1. **The doctoral thesis and research seminar, 180 ECTS**
2. **Major subject studies, 25-30 ECTS**
   - incl. studies of the discipline and field of research

3. **Research methods, 15 ECTS**

- Theory of science (JyU course, currently organized by IHME, compulsory)

4. **Minor subject studies, 15-20 ECTS**

- The following can be included in the minor subject studies: a) advanced studies, b) intermediate studies in the minor subject, not included in the minimum extent of the previous degrees, c) research training related to the research field, organised by the faculty or other academic community, and of at least intermediate level, d) higher education pedagogy studies, or e) teaching in the research field.
The dean decides on small-scale deviations as regards the relation of items 2, 3 and 4 (total 60 ECTS).

Scientific postgraduate studies must include participation in at least two national or international scientific courses or events (e.g. KATAJA or EIASM). Exceptions to this are determined by the dean.

Postgraduate students are required to actively participate in the research seminar for at least a year. If no research seminar in the subject is organised, the students must take part in the research seminar of a related discipline.

5. EXAMINATION OF LICENTIATE THESIS

5.1. Appointing the examiners

The Faculty Council appoints at least two examiners based on a preliminary proposal made by the representative of the student’s major subject, the thesis supervisor or the dean. At least one of the examiners must come from outside of the School of Business and Economics. The student must have the opportunity to give a statement on the matter before selecting the examiners.

5.2. Copying and distribution of the licentiate thesis

Licentiate theses can be published in the School of Business and Economics’ publication series. A written statement by the supervisor with its justifications is a prerequisite for publication. The thesis can be published after the official examination session, either as is or revised.

5.3. Public licentiate thesis examination

The licentiate thesis examination is a public event, at which the examiners act as opponents. The event’s time and place must be announced at the university at least ten days in advance. The thesis will be publicly available during this time at the Faculty Office. In addition, it must be available at the examination event.

The professor representing the student’s major subject and the dean of the faculty in question decide on the organisation of the event and interact with the examiners. At least one examiner’s presence is compulsory at the public examination.

5.4. Examiners’ statements

The examiners submit a justified written statement with a grade proposal within a 14 days from the public examination. The thesis is graded on a verbal scale, in accordance with the University of Jyväskylä’s Degree Regulations: Accepted with distinction, Accepted, Failing.

A licentiate thesis can consist of separate publications, such as journal articles, proceedings articles, chapters in edited publications, printed presentations at scientific conferences, or working papers.
5.5. Approval and grading of a licentiate thesis

Once the examiners have submitted their written statement to the faculty, the Faculty Council will decide on the approval and grade of the thesis. The student must have the opportunity to give a statement on the issue before the grading.

The dean decides on the announcement of the degree. The licentiate degree certificate includes the grade of the licentiate thesis and the major subject, based on a verbal scale provided in the Degree Regulations.

6. EXAMINATION OF DOCTORAL DISSERTATION

6.1. Submitting the dissertation to preliminary examination

The Faculty Council appoints at least two preliminary examiners, both of whom must have completed a doctoral degree, based on the proposal of the student and after hearing the thesis supervisors. These pre-examiners must be professors or docents. If no such experts with profound knowledge of the research topic and the methods applied are available, the Faculty Council can make a substantiated exception to this requirement. However, a doctoral degree is a strict requirement. The doctoral candidate must have the opportunity to give a statement on the issue before the selection of the preliminary examiners. The dissertation manuscript must be available at the faculty before appointing the preliminary examiners or examiners.

A proposal for preliminary examiners is made by the major subject’s professor, the subject’s main representative or the dissertation supervisor. The pre-examiners must come from outside of the faculty. The supervisor cannot act as a preliminary examiner. The doctoral candidate must have the opportunity to comment on the selection of pre-examiners.

6.2. Pre-examination of the doctoral dissertation; permission to print

The pre-examiners are asked for statements within three months from the arrival of an official statement request. The pre-examiners must give a written statement to the Faculty Council as to whether the research has such value that it can be regarded as adequate for a dissertation. At the end of the statement, the pre-examiners are expected to clearly present their opinion regarding the granting of permission to defend, as well as regarding the grade on the basis of the written output. The statement cannot be conditional.

6.3. Printing and distribution of the dissertation

When the candidate has been granted permission to defend the dissertation, the dissertation must be published. The doctoral candidate handles printing arrangements and schedules. The dissertation can be published in the University of Jyväskylä publication series “Jyväskylä Studies in Business and Economics”. This publication process is free for the candidate, provided that the layout of material submitted to the publication unit complies with the guidelines for university series, and that the candidate allows the dissertation (or the summary of an article dissertation) to be published online. The dissertation must be publicly available at the Faculty Office at least 10 days before the defence.

6.4. Appointing the opponent and the custos
The Faculty Council appoints a custos and one or more opponents for the public defence of the doctoral dissertation. The doctoral candidate must have the opportunity to comment on the selection of opponents.

The custos serves as the chairperson of the public defence. The doctoral candidate is responsible for inviting the dissertation supervisor or another professor in the faculty to take up the role of custos.

6.5. Preparing and implementing the public examination of a doctoral dissertation

After the preliminary examiners have issued their statement, the Faculty Council decides on the time of the public examination. Please see separate guidelines.

6.6. Opponent’s statement

After the public examination, the opponent(s) appointed by the Faculty Council has/have 14 days to deliver a written statement(s) including a substantiated evaluation of the scientific value of the final doctoral dissertation and whether it serves its purpose. Also, an evaluation of how the candidate succeeded in defending his/her dissertation should be included. If there is more than one opponent, they can give individual statements or a joint statement. On the grounds of these arguments, the opponent(s) propose(s) a grade for the doctoral dissertation; see “Characterization of the applied grading scale used for the doctoral dissertation”. Expectation for the extent of the statement is about 1200–1600 words.

The opponent’s final, signed statement should be addressed to the Faculty Council.

6.7. Approval of the doctoral dissertation

The Faculty Council ultimately grants the grade for the doctoral dissertation, and this decision is based on the opponent(s)’s final written statement(s) and the proposition done by the JSBE Doctoral Dissertation Committee. The author of the doctoral dissertation is also given an opportunity to express an opinion about the proposed grade before the Faculty Council makes its decision.

An approved dissertation is graded on a verbal scale, in accordance with the University of Jyväskylä’s Degree Regulations: Accepted with distinction, Accepted, Failing.

After the doctoral dissertation has been approved and the doctoral student has completed the studies required, he or she asks the faculty to declare its decision on the doctoral degree. The award of the doctoral degree is declared by the dean of the faculty.

See also JSBE’ guidelines for the examinators of a doctoral dissertation, which presents the following examination stages in more detail:

- Procedure before the preliminary examination
- Instructions for preliminary examiners
- Public examination of a doctoral dissertation
- Procedures at the public examination of a doctoral dissertation
- Grading of the doctoral dissertation
- Characterization of the applied grading scale used for the doctoral dissertation.
7. INSTRUCTIONS FOR PUBLISHING AN ARTICLE-BASED DOCTORAL DISSERTATION

An article-based dissertation consists of scientific articles that deal with the same thematic area, in addition to a summarising section, in which the candidate presents the research problem, objectives, and an overview of the theme, research methods, data, and results.

An article-based dissertation must contain at least two scientific articles that have been published or can be accepted for publication in refereed scientific journals. In addition, it must include 1-4 other articles that have been published in university or corresponding institutions’ publication series or other scientific series (may also include high-level conference publications).

The articles’ contents must also be assessed, even if they had been previously published in refereed scientific journals. Each article must include new results or considerations. The sub-publications can be joint publications if the candidate’s independent contribution to them has been demonstrated to be sufficient.

The major subject’s professor makes the final decisions regarding the number and quality of the articles in the dissertation, before the dissertation is submitted to the preliminary examiners. The scientific level of the articles, the number of authors involved, and other essential factors must be considered when deciding.

The preliminary examiners must evaluate in their statements whether the summary and the individual publications constitute such an entity that the research can be granted permission to be printed as a doctoral dissertation.

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