



## Department of Asian, Middle Eastern and Turkish Studies

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### Guidelines for the review process before making a decision on public defence of a doctoral thesis at the Department of Asian, Middle Eastern and Turkish Studies

The decision concerning these guidelines was confirmed on 22 April 2015 by the Board of the Department of Asian, Middle Eastern and Turkish Studies in connection with Para. 2 of Guidelines for the Public defence at the Faculty of Humanities, adopted 2013-12-10 and revised 2014-05-06, 2014-09-02 and 2015-03-03.

At the Department of Asian, Middle Eastern and Turkish Studies, the following applies when reviewing doctoral theses:

1. The dissertation is presented to and reviewed by the other researchers and teachers at the Department at a minimum of three seminars.
2. The final seminar is compulsory. When the doctoral candidate, the main supervisor and the supervisor have reached a decision concerning the final seminar, the time and place are entered into the Department's calendar. One or more opponents may be appointed. Remuneration is decided by the Head of Department.
3. After the seminar the opponent/opponents present their opinions to the doctoral candidate and the main supervisor. It must be clear what is suggested for the thesis to be allowed to be defended at a public defence.
4. The doctoral candidate and the main supervisor discuss the adjustments, additions or cuts that can or should be made in the doctoral manuscript in the light of the opponents' opinions.
5. When the doctoral candidate and the main supervisor consider that the thesis is ready for public defence, it is handed over to the supervisors' council, which,

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in consultation with the Head of Department and the main supervisor, appoints one or two final readers to review the thesis. At least one of these readers must represent the doctoral research subject at the Department.

6. The work of the final readers is for each of them to present their opinions as to whether the public defence is recommended or should not be recommended. The statement shall be sent, with a short motivation, to the main supervisor and the Director of Graduate Studies at the latest ten working days after the dissertation has been received.
7. If the readers do not recommend a public defence, they must provide detailed written information about possible supplementary material and adjustments that need to be made if the defence is to be recommended.
8. A decision as to whether the public defence should be recommended or not is made by the Head of Department in consultation with the main supervisor.
9. The Faculty opponent and the Examining Committee are appointed by the Board of the Faculty of Humanities on the proposal of the Head of Department. The Head of Department should consult the main supervisor before giving the proposal to the Faculty Board. In accordance with the present regulations, the Faculty opponent must be an external one and must not be the same person as the opponent at the final doctoral seminar. Those who have previously been appointed as examiners or final readers may not be members of the Examining Committee.
10. The disputation is carried out in accordance with the Guidelines for the Public Defence at the Faculty of Humanities, Dnr SU FV-1.1.2-2802-13.