

General Syllabus for Doctoral Studies in Public Health Sciences*

Folkhälsovetenskap

1. Decision

The general syllabus for doctoral studies/third-cycle studies in Public Health Sciences has been decided on by the Board of the Faculty of Social Sciences at Stockholm University on June 12, 2013 and latest revised on February 1, 2018.

The general syllabus is valid from February 1, 2018.

2. Description of the Field of Study

English name: Public Health Sciences

Swedish name: Folkhälsovetenskap

Public Health Sciences is the scientific study of public health and its determinants. Public health refers to the general condition of a population's health, how it changes, and how it is distributed both historically and over the course of people's lives. Factors that impact on public health are often found in social and public structures. These structures, combined with individual conditions, shape people's habits and life conditions. In the field of Public Health Sciences, the development of public health policy and practice is also studied.

Interdisciplinary research is often carried out in the field of Public Health Sciences. Knowledge and skills are created in order to provide a general understanding and enable the designing of relevant measures to prevent illness and promote health, and to evaluate and follow up these measures.

Third-cycle education in Public Health Sciences at Stockholm University emphasises perspectives that shed light on how inequalities in health arise; how different life conditions and opportunities influence the health of individuals throughout their lives; and how structural factors, individual actions and biopsychological mechanisms jointly affect these processes. Both theoretical and methodological skills and knowledge are vital, as are knowledge and reflections concerning measures to promote good and equitable health.

Områdesnämnden för humanvetenskap

Stockholm university

* Please note that the General Syllabus for Doctoral Studies in Public Health Sciences in English is a translation from the Swedish version. In case of ambiguity, it is the Swedish version that applies.

3. Objectives for studies

The awarding of either a licentiate or a PhD degree is the objective of third-cycle education in Public Health Sciences.

3.1 PhD degree

A PhD degree is awarded when a doctoral student has completed 240 higher education credits within a third-cycle field of study.

Knowledge and understanding

For a PhD degree the doctoral student shall

- demonstrate a broad knowledge and a systematic understanding of the research field along with advanced and current specialist knowledge within a specific research area, and
- demonstrate intimate knowledge of scientific method in general and of the methods of the specific research area in particular.

Skills and abilities

For a PhD degree the doctoral student shall

- demonstrate the ability to undertake analysis and synthesis as well as the independent critical assessment and evaluation of new and complex phenomena, issues and situations,
- demonstrate the ability to critically, independently, creatively and with scientific rigour identify and formulate research questions as well as to plan and with adequate methods carry out research and other qualified tasks within given time frames, and to examine and evaluate such work,
- demonstrate the ability to substantially contribute to the development of knowledge through own research by writing a dissertation,
- demonstrate the ability in both national and international contexts to orally and in writing with authority present and discuss research and research results in dialogue with the scientific community and the society at large,
- demonstrate the ability to identify needs of more knowledge, and
- demonstrate the skills to contribute to the development of the society and support others' learning in the research field, in the field of education and in other qualified professional contexts.

Judgement and approach

For a PhD degree the doctoral student shall

- demonstrate intellectual independence, scientific conscientiousness and the ability to make ethical judgements in relation to research, and



- demonstrate in-depth insight into the potential and limitations of science, its role in the society and human responsibility for how it is used.

Scientific thesis (PhD thesis)

For a PhD degree the doctoral student shall complete a thesis (PhD thesis) for which at least 120 higher education credits are awarded.

3.2 Licentiate

A Degree of Licentiate is awarded either when the doctoral student has completed a doctoral programme worth at least 120 higher education credits in a particular subject, or when the doctoral student has completed at least 120 higher education credits of a programme intended to result in a doctoral degree, provided that the higher education institution has decided that such licentiate degrees can be awarded.

Knowledge and understanding

For a licentiate's degree, the doctoral student shall

- demonstrate knowledge and understanding of the research field, including up-to-date specialist knowledge within a specific research area, along with advanced knowledge of scientific methods in general and the methods of the specific research area in particular.

Skills and abilities

For a licentiate's degree, the doctoral student shall

- demonstrate the ability to critically, independently, creatively and with scientific rigour identify and formulate research questions, to plan and with adequate methods carry out a defined research project and other qualified tasks within given time frames and thereby contribute to the development of knowledge, and to evaluate such work,
- demonstrate the ability in both national and international contexts to orally and in writing lucidly present and discuss research and research results in dialogue with the scientific community and the society at large,
- demonstrate the requisite skills to independently participate in work of research and development and to work independently in other qualified activities.

Judgement and approach

For a licentiate's degree, the doctoral student shall

- demonstrate the ability to make ethical assessments in own research,
- show insight concerning the potential and limitations of science, its role in society and human responsibility for how it is applied,
- demonstrate the ability to identify personal needs of further knowledge and to take responsibility for one's own development of knowledge.



Scientific essay

For a licentiate's degree, the doctoral student shall write an approved scientific essay for which at least 60 higher education credits are awarded.

4. Admission requirements

4.1 General entry requirements

To be qualified for admission to doctoral studies, a student must have either

- taken an advanced level academic degree,
- completed course demands for at least 240 higher education credits, of which at least 60 credits at advanced level, or
- in any other way within this country or abroad achieved substantially equivalent competence.

The university may under certain circumstances exempt applications from the general admission requirements.

4.2 Special entry requirements

To meet special entry requirements for doctoral studies in Public Health Sciences, applicants must have sufficient knowledge of English to take advantage of the teaching and the course literature. Applicants must also have completed the course requirements concerning quantitative or qualitative methods relevant for Public Health Sciences comprising of at least 7.5 higher education credits at the advanced level.

The entry requirements can also be met if the applicant has acquired substantially equivalent knowledge either in Sweden or abroad. Whether such knowledge meets the specified requirements is decided upon by the Director of Studies for the doctoral programme in Public Health Sciences, and the final decision is made by the Head of Department. The requirements must be met by the final date of the announcement.

5. Announcement and admission

Opportunities to apply for doctoral studies in Public Health Sciences are given in the spring (deadline for applications 15 March) and autumn (deadline for applications 15 October), resources permitting. Vacancies are advertised one month before the application deadline.



Applications must enclose an outline of their research plan (1-3 pages) with their application. Where appropriate, this outline should be linked to the project description provided in the announcement. The outline must specify the main focus, the possible topic for the thesis, and preferably also a specification of a possible research problem, theory, methods and material. The outline is not binding. Applicants should also enclose their CV, earlier publications and any other documents the applicant would like to be considered.

The Department Board at the Department of Public Health Sciences makes decisions on admissions to PhD studies in Public Health Sciences. The Department Board is unable to delegate this decision. The board can only admit applicants who will be employed as PhD students.

Decisions on admission to PhD studies with funding other than employment as a PhD student are made by the Faculty of Social Sciences.

For further information on how exceptions are applied in accordance with Chapter 7, Section 37 of the Higher Education Ordinance, please see the guidelines for PhD studies at the Faculty of Social Sciences.

5.1 Basis for assessment and selection criteria

The Director of Studies for the doctoral programme typically prepares the applications. The selection of applicants is carried out by an admission committee appointed by the Director of Studies after consultation with the board of supervisors. Selection among the qualified applicants is based on their ability to achieve the goals for doctoral studies. The criteria used in this selection process are:

- subject-specific knowledge of relevance to Public Health Sciences
- subject-specific knowledge of relevance to the research project to which the employment is linked (where applicable)
- independence in the analysis and planning of previous scholarly work
- scholarly stringency and quality of previous work and of the outline of the research plan
- the ability to communicate and collaborate
- the department's possibilities to provide adequate supervision for the planned research



The admission committee will prepare and submit a decision proposal to the Department Board, which makes the final decision regarding the admission and employment of doctoral students.

6. Content and structure of the study programme

The doctoral education in Public Health Sciences involves four years of full-time studies and amounts to 240 higher education credits. One semester of full-time study is equivalent to 30 higher education credits. The study programme consists of one course component corresponding to 75 credits and one thesis component corresponding to 165 credits. It is possible to complete a licentiate degree after being awarded 120 higher education credits, of which 45 credits are from courses and 75 credits are from a scientific project.

The study programme is planned to cover four years of full-time study. This implies that students must devote themselves to their studies and take full and efficient advantage of courses and tuition. Studies may also be structured so that they can be completed on a part-time basis for a minimum of 50 per cent of full-time over a maximum of eight years.

All doctoral students who are admitted to the Doctoral Programme in Public Health Sciences must follow the General Syllabus for Doctoral Studies. Cooperation such as “cotutelle agreements”, individual students’ participation in research school or externally funded projects may result in individual changes to the study programme only if they are incorporated in the individual study plan.

Detailed plans for the study programme are listed in point 6.3 as well as in the individual study plan.

6.1 Individual study plan

Individual study plans must be set up for all active doctoral students in Public Health Sciences. The individual study plan includes commitments from both the university and the PhD student as well as a financial plan and a time schedule for the study period. The plan is approved by the Head of Department following discussion with the PhD student and his or her supervisor(s).

The individual study plan is reviewed at least once a year following discussion between the PhD student and his or her supervisor(s), and it may be amended by the university to whatever extent necessary.

For details on how to devise, manage and review individual study plans, see Chapter 6, Sections 29 and 30 of the Higher Education Ordinance, Regulations for third-cycle courses and study programmes at Stockholm University and the guidelines for the area of Human Science and for the Faculty of Social Sciences.



6.2 Supervision and other resources

Students who are admitted to doctoral studies have the right to supervision throughout the study period unless the President (on the basis of the Higher Education Ordinance, Chapter 6, Section 30) does not decide differently. For each doctoral student admitted, at least two supervisors shall be appointed by the Department Board, of whom one should be the main supervisor. At least one supervisor shall have completed supervisory training or have been judged by the Faculty Board to have corresponding competence.

The main supervisor should be employed by the Department of Public Health Sciences. If this is not the case, another supervisor must be employed by the Department of Public Health Sciences. All supervisors must hold a PhD or equivalent, and at least one supervisor should hold the rank of associate professor (docent) or higher.

Besides supervision, the doctoral student has a right to resources that may be considered necessary in order to complete the doctoral programme satisfactorily. Such resources may include access to a place of work at the department where he or she is employed. The student should have access to shared equipment and services. Further details regarding supervision and other resources are to be listed in the individual study plan.

Doctoral students are entitled to change supervisors upon request. Such requests should be made to the Head of the Department of Public Health Sciences.

If a doctoral student has substantially neglected his or her obligations according to the individual study plan, the President may decide that the doctoral student is no longer entitled to supervision and other resources for the training.^{1,2}

6.3 Courses and examination

The courses comprise 75 higher education credits for a doctoral degree, and 45 higher education credits for a licentiate degree. Out of these credits, at least 22.5 credits (for a doctoral degree) or 12 credits (for a licentiate degree) should constitute method courses. Introduction to Public Health Sciences, worth 7.5 credits at the doctoral level, is mandatory. A course in teaching and learning in higher education corresponding to a maximum of three credits may be included in the programme.

Individual examinations are arranged in connection with every course. Examinations may be written as well as oral. The manner in which examinations will be organised should be indicated in the individual study plan. The grades given for courses are either “fail” or “pass”.

A maximum of 15 credits for a doctoral degree or 7.5 credits for a licentiate degree can be awarded to the doctoral student for the following activities:



- literature course
- active participation in the higher seminar series
- active participation in the department's journal club

The content of any potential literature courses will be determined by the supervisor(s). The number of pages and the level of difficulty should be considered in relation to the number of credits. The literature course will be examined by means of the doctoral student writing an essay discussing the literature, or a summary of the literature included in the course. The supervisor or assistant supervisor will examine the literature course, and may decide to include additional elements in the examination.

Participation in the higher seminar series may, with a certificate from the seminar coordinator, also be included as a credit-bearing component of the programme. Attendance on six occasions, including one where the doctoral student has either commented on or presented a manuscript, then corresponds to 1.5 credits. Credits for seminar participation may not exceed 4.5 credits for a doctoral degree or 1.5 credits for a licentiate degree. Participation in half-time and final review seminars is a mandatory part of the thesis work and thus does not give any credit points. Nor does participation in external seminars provide the basis for course credits.

Participation in the doctoral programme's journal club may, with a certificate from the seminar coordinator, also give course credits. Attendance on four occasions, including one where the doctoral student presents an article, then corresponds to 1.5 credits. The total number of credits for participation in the journal club may not exceed 4.5 credits for a doctoral degree or 1.5 credits for a licentiate degree.

The course component of the programme must be completed before the public defence seminar.

6.3.1 Credit transfer

A doctoral student who has been admitted to the doctoral programme in Public Health Sciences may transfer credits from courses taken previously, and from courses taken at another department or another university during the doctoral studies. The transferred credits must be from courses taken at the advanced or doctoral level. Exceptions can be made if there are special reasons to transfer credits from a course at the undergraduate level. Decisions in these matters are made by the Director of Studies for the doctoral programme in Public Health Sciences.

Applications to transfer credits from a particular course are made using a special form³ on which the university, course name, date, level and number of credits should be specified. The syllabus

and certificate (or equivalent) should be included as well. The form should be signed by the doctoral student and the supervisor and be submitted to the Director of Studies for the doctoral programme, who will approve and ensure that the course credits are registered.

When transferring credits from previous courses, the funded period of the doctoral programme will be shortened according to the principle of one week per 1.5 transferred credits. Courses that were part of the entry requirements for admission to the doctoral programme cannot be included in the degree.

6.3.2 Other compulsory elements

Participation in half-time and final review seminars is a mandatory part of the thesis work and thus does not give credit points. Doctoral students are presumed to participate in half-time review seminars, licentiate seminars and final review seminars given within the doctoral programme in Public Health Sciences.

Half-time review seminar

A half-time review seminar should be conducted after the equivalent of two years of full-time study. The half-time review is a public seminar with three reviewers who have been appointed in advance in consultation between the supervisor(s) and the doctoral student. All members of the review committee should hold the rank of associate professor (docent) or higher, and at least one should be based outside Stockholm University or work at another department than the Department of Public Health Sciences. The supervisor is generally the chair of the seminar.

The purpose of the half-time review is primarily to verify that the learning outcomes for the doctoral studies are well on the way to being achieved. At the seminar, the doctoral student will present his/her research work and explain how it fits in with the overall thesis plan. This is followed by comments from the reviewers with responses from the doctoral student. Finally, the seminar is opened to questions from the audience. After the half-time review seminar, a joint assessment is made by the reviewers on a special form⁴ which is given to the supervisor upon completion. The supervisor will then inform the doctoral student and the Director of Studies for the doctoral programme about the assessment. For licentiate students, the half-time review seminar is replaced by the licentiate examination.⁵

Final review seminar

A final review seminar should take place no later than two and a half months before the thesis is supposed to go into print, i.e. no later than four months before the public defence seminar. The discussant at the final review seminar should hold the rank of associate professor (docent) or higher and be appointed in consultation between the doctoral student and the supervisor(s). The documents to be reviewed at the final review seminar, including the protocol from the half-

time review seminar, must be available to the discussant no later than two weeks before the seminar.

The main part of the thesis, including a well-developed draft of the introductory chapter, should be presented at the final review seminar. First, the doctoral student will present a short summary of the thesis. Then, the discussant and the respondent will discuss the main merits and demerits of the thesis, with emphasis on constructive suggestions for improvement. Finally, the chair will open the discussion to the other participants at the seminar. After the seminar, the discussant will make an assessment on a special form⁶, which is given to the supervisor upon completion. The supervisor will then inform the doctoral student and the Director of Studies for the doctoral programme about the assessment.

Final reading of the thesis manuscript

When a date is scheduled for the final review seminar, a professor or associate professor (docent) from the board of supervisors shall be appointed for the final reading of the thesis manuscript and be given the opportunity to attend the final review seminar. The final reader should not be a supervisor. The thesis manuscript, the individual study plan (ISP) with accompanying appendix for goal attainment, the protocol from the final review seminar⁶ as well as a description of the doctoral student's independent contribution in the case of co-authorship⁷, shall be submitted by the doctoral student to the appointed final reader no later than five weeks before the thesis is supposed to go into print. The final reader's assessment⁸ shall be submitted to the supervisors, the doctoral student and the Director of Studies for the doctoral programme.

The closest affected professor⁹ shall then, after consulting with the supervisor(s) and the appointed reader of the thesis, assess whether or not to recommend the scheduling of a public defence seminar.

6.4 The doctoral thesis and the defence

For a PhD degree to be awarded, the thesis has to be approved and all courses have to be completed and approved. A doctoral thesis shall consist of a piece of work of which the student's individual work corresponds to 165 higher education credits at the doctoral level. The thesis is the most important part of the study programme and consists of an independent project in the field of Public Health Sciences. This work is planned together with the supervisor(s) and should commence during the first half of the study programme, but should be concentrated and completed during the latter part.

A doctoral thesis in Public Health Sciences typically takes the form of a compilation thesis consisting of 3-5 published or publishable articles and an interconnecting introductory chapter ("kappa"). For co-authored pieces of work, the division of labour between the authors shall be



described in a separate form⁶ where the doctoral student's independent contribution is clearly stated.

The introductory chapter shall include the overall aim of the thesis, the theoretical starting points, ethical assessments relating to research, and methodological considerations. The combined scholarly contributions of each part of the project shall be specified and placed in a broader context of Public Health Sciences. The introductory chapter should normally comprise at least 40 pages, including references.

The thesis can also be written as a monograph.

The thesis must be written in English or Swedish, with a summary in both English and Swedish.

A thesis shall be defended in either English or Swedish at a public defence as prescribed in Chapter 6 of the Higher Education Ordinance. Publication of the date of the defence of the dissertation must take place no later than three weeks prior to the defence.

The chair of the public defence, the faculty opponent and the grading committee are appointed by the Dean on behalf of the Social Sciences Faculty Board on the basis of a proposal from the closest affected professor⁹ in consultation with the Head of Department. The committee must not include anyone who has supervised the doctoral student or who may be disqualified for other reasons, e.g. due to close cooperation or dependency. The thesis is graded with either "pass" or "fail". In setting grades, both the content of the thesis and its defence are taken into account.

The faculty opponent should have the academic level of associated professor (docent) or professor. In special circumstances, a doctor who does not have the academic level of docent can be appointed. The faculty opponent shall have no ties with the doctoral student or the thesis.

The composition of the grading committee and other matters related to the public defence of the thesis will conform to the guidelines for public defence seminars at the Faculty of Social Sciences.¹⁰

6.5 Licentiate and licentiate seminar

The licentiate dissertation shall consist of a piece of work where the student's individual work corresponds to 75 higher education credits at the doctoral level, and should follow the form of a doctoral thesis.

The licentiate dissertation shall, at a publicly announced seminar which takes place at term time, be reviewed by an opponent with the lowest academic level of doctor and who has good knowledge of the subject areas and methods essential to the thesis. The dissertation should be



available at the department and the university library at least three weeks before the seminar takes place.

The examiner or the composition of the examination committee will conform to the guidelines for licentiate seminars at the Faculty of Social Sciences, Stockholm University.¹¹

The opponent and the examiner or the possible examination committee are selected by the Head of the Department based on suggestions offered by the closest affected professor within the field of study. The grade of the dissertation is either “fail” or “pass”. Supervisor(s) must not participate in the grading of the dissertation.

Licentiate dissertations in English should have a summary in Swedish, and vice versa.

7. Transitional rules

Doctoral students admitted before the latest version of the general syllabus was in place may ask to switch to this syllabus following discussion with their main supervisor and the Director of Studies. The request should be submitted to the Director of Studies for the doctoral programme in Public Health Sciences. The individual study plan should then be updated.

8. Miscellaneous

Local forms and implementing regulations are available at www.su.se/publichealth/asp

Notes

¹ *Regler för utbildning och examination på forskarnivå [in Swedish]*

² *Instructions and comments regarding individual study plans within the Humanities and Social Sciences Academic Area, Stockholm University*

³ Application for credit transfer (form)

⁴ Protocol for half-time review seminar (form)

⁵ Protocol for licentiate seminar (form)

⁶ Protocol for final review seminar (form)

⁷ The doctoral student's contribution to co-authored work (form)

⁸ Protocol for final reading of the thesis manuscript (form)

⁹ If the main supervisor is a professor at the Department of Public Health Sciences, he/she is the closest affected professor. If not, but an assistant supervisor is a professor at the Department of Public Health Sciences, he/she is the closest affected professor instead. If none of the supervisors is a professor at the Department of Public Health Sciences, a closest affected professor should be appointed by the Department Board. This appointee shall preferably be a professor at the Department of Public Health Sciences, but may, if the board so decides, in exceptional cases, be a professor at another department or institute within the faculty.

¹⁰ *Guidelines for the public defence of doctoral theses at the Faculty of Social Sciences*

¹¹ *Riktlinjer för licentiatseminarium vid Samhällsvetenskapliga fakulteten [in Swedish]*