

**Department of Sociology
Research Studies Teaching Committee (FU-kollegiet)
2 May 2013**

GUIDELINES FOR PHD COURSES AND SEMINAR SERIES

The Research Studies Teaching Committee has adopted the following *guidelines* for the work-in-progress seminar series, and the course component of the PhD programme, to clarify and emphasise the role and importance of the courses and the seminars in the PhD programme, and to structure the planning and range of the department's PhD courses.

Courses

To facilitate the doctoral students' and supervisors' planning, the start of the studies (that is the admission to the PhD programme) should, as far as possible, be adapted to the start of the semester. The course component of the programme is partly intended to provide the doctoral student with a theoretical and methodological basis in the subject, and partly, to give the doctoral student the opportunity to study specialised areas of relevance for the thesis. The coursework should therefore mainly be carried out and completed during the first part of the programme.

For full-time studies:

- All compulsory courses (45 credits) should be completed within the first three semesters
- All courses (75 credits) should be completed within the first three years

Work-in-progress (ideas seminar and midway seminar) and final seminar

The aim of the seminars is to be an intellectually stimulating forum at which to present sections of the thesis during the period as a doctoral student. As such, they are also to provide a basis for assessing the progression, challenges and feasibility of the thesis project. The work-in-progress component consists of three seminars (ideas seminar, midway seminar and final seminar). In accordance with the 2007 general syllabus, the doctoral student is to present their thesis work at these three seminars before the public defence of their doctoral thesis.

For full-time studies:

- The ideas seminar (ApG) is to be held no later than 10 months after the start of the programme
- The midway seminar (ApG) is to be held within 30–36 months after the start of the programme
- The final seminar is to be held no earlier than 4 months before the planned public defence of the doctoral thesis

At the *ideas seminar*, the main focus is on presenting the research issue of the thesis, but the theoretical framework and planned methodology should also be included. The doctoral student is to make an oral presentation of about 20–25 minutes, where the thesis idea is

presented. A written draft is to be sent out via the department mailing list one week before the ideas seminar.

At the *midway seminar*, the doctoral student is to present a coherent section from the thesis in progress. The presentation can be on the theory, methodology or an analysis section. The chosen section is to be accompanied by an introductory text in which the research issue, points of departure and methodological considerations of the thesis are presented so that the chosen section can be put into context. Two researchers with PhDs from the department will be asked to participate in the midway seminar as special reviewers (experts) of the text that is to be presented. The doctoral student is to suggest the two experts. A written draft is to be sent out via the department mailing list two weeks before the midway seminar.

At the *final seminar*, the doctoral student is to present a draft manuscript of the whole thesis. The final seminar is organised by the supervisor together with the doctoral student. There are specific guidelines for the final seminar.

Range of PhD courses

In accordance with the general syllabus, the compulsory courses consist of 22.5 credits in theory (classical and contemporary), two in methodology, each corresponding to 7.5 credits (qualitative and quantitative), and one on the theory of science of 7.5 credits. The compulsory courses correspond to a total of 45 credits. In addition, the doctoral student is to select and plan another 30 credits of optional courses, in consultation with their supervisor. Some of these can be “independent study courses”. The courses that are to be included in the course component of the programme, and all the compulsory courses, should all be third cycle courses.

Doctoral students can and should use the opportunity they have to influence the range of courses offered, and the course content according to their research needs and interests.

- Courses in methodology and the theory of science are offered as faculty-wide courses. The doctoral students at the department should take these courses.
- Every academic year the department, independently or in collaboration with other higher education institutions, offers two courses in theory (classical and contemporary), which can be included among the compulsory theory courses. These courses are planned so that they do not clash with faculty-wide courses in methodology and the theory of science. Different members of research studies teaching committee take on responsibility for the theory courses.
- Every academic year, the department offers at least two specialised courses (each corresponding to 7.5 credits) in at least two of our three subjects. When establishing new courses the department strives for interdisciplinarity between our three subjects (sociology, social anthropology and education) and subject synergies. The research studies teaching committee, in consultation with the doctoral student representative/s, decides no later than the end of the spring semester which two courses are to be offered, and when, during the following academic year. A list of specialised courses is regularly updated on the website.
- All employed professors offer at least two “independent study courses” within their respective research areas. Reading lists are regularly updated on the website, and each employed professor offers to provide (and examine) at least one of their independent study courses per academic year, according to demand. Employed readers are not obliged, but welcome, to offer independent study courses.