



UNIVERSITY
OF TAMPERE

Postgraduate
Studies at the
School of
Communication,
Media and Theatre
(CMT)

1. POSTGRADUATE STUDIES IN THE SCHOOL OF COMMUNICATION, MEDIA AND THEATRE

Available Postgraduate Degrees

In Finland, postgraduate studies generally consist of two levels: the licentiate degree and the doctoral degree. The licentiate degree is an intermediate but optional step towards the doctoral degree.

The following postgraduate degrees are offered in the School of Communication, Media and Theatre at the University of Tampere:

- Licentiate of Philosophy and Doctor of Philosophy
- Licentiate of Social Sciences and Doctor of Social Sciences
- Licentiate of Art (Theatre and Drama) and Doctor of Art (Theatre and Drama)

In Social Sciences, the degree of Doctor of Philosophy may be awarded in place of the degree of Doctor of Social Sciences in certain cases (see Appendix in Government Decree 794/2004 on University Degrees).

The School offers instruction in the following disciplines:

- Journalism and Mass Communication
- Theatre Work
- Speech Communication
- Theatre and Drama Research

All four disciplines study reality and construct performances of reality. Graduates work in public professions which require tangible skills, involve a societal aspect and approach communication through meaning – as pictures, words and stories.

At the University of Tampere, postgraduate studies take the form of doctoral programmes. A doctoral programme is a postgraduate degree programme that follows its own curricula guide and leads to a doctoral degree. Each school is responsible for the content of and instruction provided in its doctoral programmes. All doctoral programmes have carefully and clearly defined objectives, high-quality academic or artistic content, individual teaching and supervision resources, and a Head Professor in charge of the programme. Postgraduate studies can be organised either by a single school or by two or more schools. Universities, research institutes, business networks, international networks and national networks can also collaborate in organising instruction.

Major Subjects in the Doctoral Programme at the School of Communication, Media and Theatre

According to the General Regulations Governing Degrees approved by the University Board, postgraduate studies may be in any of the disciplines and research fields represented by the School unless CMT's Board decides otherwise.

In the School of Communication, Media and Theatre, postgraduate students can earn a Licentiate of Philosophy and/or Doctor of Philosophy degree in *Speech Communication* and *Theatre and Drama Research* and a Licentiate of Social Sciences and/or Doctor of Social Sciences degree in *Journalism and Mass Communication*. Postgraduate studies may also lead to a Licentiate of Art and/or Doctor of Art degree in *Theatre Work*: the degree title will be determined by a student's major and dissertation subject.

2. APPLYING FOR ADMISSION AND THE RIGHT TO STUDY

Applying for Postgraduate Studies

The call for student applications for the School of Communication, Media and Theatre doctoral programme is twice a year: in May and November. Before applying for postgraduate studies, applicants are advised to find a supervisor for their dissertation and postgraduate studies. For this reason, applicants should contact the Head Professor of their prospective major subject well in advance.

Admission Requirements

The School of Communication, Media and Theatre requires that those admitted to postgraduate studies hold a Finnish Master's degree or a corresponding degree from an institution of higher education abroad. The Master's degree or its equivalent should be in the field of the intended major subject. The School may also admit applicants who have demonstrated their knowledge in the prospective major subject in some other way. If the applicant does not hold a Master's degree, the professor of the prospective major subject decides whether the applicant's previous studies are equivalent.

Application

When applying, the application must include the following documents:

- Research plan (about ten pages), which outlines the following: the research topic; the theoretical framework, objectives, research methods and research data of the study; and the plan of implementation. The research plan must demonstrate that a student is familiar with the topic and previous research concerning it.
- Preliminary study plan.
- A copy of the Master's degree diploma and an account of possible other studies and research merits.

In addition to the above-mentioned documents, the Postgraduate Committee requests applicants who would also like to work as teaching assistants to provide information on their instruction resources.

The Postgraduate Committee's Assessment

The ability and aptitude of postgraduate students is assessed on the basis of the following principles:

- The scientific or artistic quality and relevance of the research and study plans, and the feasibility of their implementation.
- The appropriateness of the undergraduate degree studies and the proposed research topic in the context of the doctoral programme and the major subject applied for.
- The availability of competent supervision.
- The applicant's skills and knowledge, the grade of the Master's thesis and the language proficiency necessary to complete the doctoral programme.
- The level of promise and motivation demonstrated by the applicant.

The School's supervision resources and the appropriateness of the research topic for the School's research profile will also be considered. The Postgraduate Committee considers the applications and puts a selection proposal to the Dean of the School. Individual assessments are not public.

Right to Study

Postgraduate students are admitted to the doctoral programme for five years. If the right to study expires, students may apply for an extension of one year at a time. The expected duration of studies will be agreed on a case-by-case basis, especially in case of part-time doctoral students.

Postgraduate students are granted the right to study for the doctoral degree. If they wish, postgraduate students may take the licentiate degree before the doctoral degree.

Enrolment

New postgraduate students must enrol at the Registrar's Office. More detailed instructions on enrolment are enclosed in the letter of acceptance. Already-admitted postgraduate students are required to re-enrol at the beginning of each academic year. Only students enrolled as present may pursue studies at the University.

Each May, the University sends postgraduate students an enrolment form and a bank giro form for Student Union dues for the coming academic year. Student Union membership is optional for postgraduate students, but if they wish to join the Student Union, they can do so by paying the membership fee before the end of the enrolment period. Students enrol automatically when they pay the membership fee.

If a student chooses not to pay the membership fee, he or she must enrol either as present or absent by the end of the enrolment period. Enrolment can be done online at www.uta.fi/nettiopsu or by emailing aktuaari@uta.fi, faxing +358 335516013 or delivering the enrolment form to the Registrar's Office.

Postgraduate students who do not enrol as present or absent in the above-mentioned manner will lose their right to study and their right to use the computer services provided by the University. Should students later wish to continue their studies, they must make a written request to the Registrar's Office or, if more than a year has passed since their last enrolment, to the Dean of their School requesting re-admission.

Only enrolled postgraduate students are entitled to grants and scholarships allocated by the University of Tampere.

3. OBJECTIVES OF SCIENTIFIC AND ARTISTIC POSTGRADUATE EDUCATION

The Government Decree on University Degrees (Decree 794/2004, Chapter 5, sections 21–24) defines the general objectives of postgraduate education and the principles governing the completion of postgraduate degrees as follows:

The aim of postgraduate education is that the student:

1. *becomes well-versed in his/her own field of research and its social significance and gains knowledge and skills needed to apply scientific research methods independently and critically and to produce new scientific knowledge within his/her field of research;*
2. *becomes conversant with the development, basic problems and research methods of his/her own field of research; and*
3. *gains such knowledge of the general theory of science and of other disciplines relating to his/her own field of research as enables him/her to follow developments in them.*

To be awarded a doctorate, the student must:

1. *complete the required postgraduate studies;*
2. *demonstrate independent and critical thinking in the field of research; and*
3. *write a doctoral dissertation and defend it in public.*

In the fields of fine arts, music, art and design, and theatre and dance, a student admitted to postgraduate education may demonstrate in public the knowledge and skills required by the university.

As a doctoral dissertation may also be approved a number of scientific publications or manuscripts vetted for publication deemed sufficient by the university which deal with the same set of problems and a paper summarising the findings or some other work which meets corresponding scientific criteria. The publications may include co-authored publications if the author's independent contribution to them can be demonstrated.

In addition to the above-mentioned Decree, the Guidelines for the Good Practices of Arranging Doctoral Training at the University of Tampere determine the objectives and completion of postgraduate studies. The School of Communication, Media and Theatre has committed itself to following these instructions in its postgraduate studies.

4. THE DOCTORAL DEGREE

Objectives

The objective of the doctoral programme at the School of Communication, Media and Theatre is to train professionals who are qualified to work in demanding research and teaching posts in universities or in other professional positions that require a profound theoretical and methodological knowledge of the field. For instance, graduates may work in private organisations, higher education management, cultural management, arts management or scientific governance.

The main component of the doctoral degree is the independent doctoral dissertation, whose aim is to accumulate research skills and acquire an in-depth understanding of the field and knowledge of the disciplines taught in the School of Communication, Media and Theatre. Although the dissertation is written independently, personal supervision and discipline-specific research seminars organised by the School promote learning and progress. Moreover, participation in the scientific community gives doctoral students a chance to widen their view of science, and they also develop the skills to tie their work to a wider social and international network.

Research not only develops skills required in scientific and artistic work, but also skills important in work life and social activities in general. These include critical thinking, mastery of research methods, problem solving skills and communication skills. In addition to providing theoretical and methodological skills, the studies included in the doctoral programme promote scientific thinking. Postgraduate studies also improve pedagogical and leadership skills, project management abilities and knowledge of business and financial administration. The primary purpose of postgraduate studies, however, is to develop students' professional skills. For this reason, postgraduate studies are individually tailored.

Scope and Duration of Postgraduate Studies

In theory, full-time postgraduate studies take four years. A postgraduate study programme (240 ECTS in total) consists of two parts:

- Doctoral dissertation: 180 ECTS
- Other studies: 60 ECTS

Postgraduate students are admitted to a doctoral programme for five years. If studies take longer, students may apply for extension for one year at a time. The expected duration of

studies will be agreed on a case-by-case basis, especially in case of part-time doctoral students.

Full-time studies for a licentiate degree take approximately two and a half years, and the student earns 150 ECTS, of which the licentiate thesis is worth 90 ECTS.

Studies Required for Postgraduate Degrees

The studies required for the postgraduate degrees at the School of Communication, Media and Theatre consist of the following five parts:

- 1) Research seminar (10 ECTS)
- 2) Theoretical and methodological studies (10 ECTS)
- 3) Studies promoting internationalisation and networking (10 ECTS)
- 4) Studies promoting knowledge of the student's own discipline and research area (30 ECTS)
- 5) Doctoral dissertation (180 ECTS)

Items 1–4 above can be pursued in many ways. Postgraduate students can choose among the courses and seminars organised by the University's Doctoral School or the School's doctoral programme. In addition, they can take courses in other doctoral programmes or at other Finnish or foreign universities.

Each postgraduate student and his or her main supervisor must draw up a written study and supervision plan setting out the contents of the student's postgraduate studies. The plan will be updated annually. Postgraduate studies should be diverse, and they should promote the research process and develop the student's research and working life skills. For this reason, postgraduate studies are always individually tailored.

Postgraduate students who pursue a postgraduate degree in Art will follow this outline when applicable.

1) Research seminar (10 ECTS)

The research seminar consists of two seminars: the School's general doctoral seminar (2 ECTS) and the discipline-specific seminar (8 ECTS).

The School's general doctoral seminar is made up of a welcome session for new postgraduate students plus actual seminar sessions. The seminar sessions are held once a semester. All postgraduate students must present their research in the general seminar at least twice during their postgraduate studies.

The discipline-specific seminars are held as agreed, and they can be different from each another.

2) Theoretical and methodological studies (10 ECTS)

The postgraduate student and his or her supervisor must agree on what the theoretical and methodological studies will consist of: they can be courses, exams, essays or reading groups. Credit can also be given for scientific publications not included in the dissertation or for studies in the philosophy of science. These studies may also include other elements as agreed between student and supervisor.

3) Studies promoting internationalisation and networking (10 ECTS)

The postgraduate student and his or her supervisor must agree on how the student takes the studies promoting internationalisation and networking. Credit can be given for giving a presentation in an international conference, for example, or participating in the organisation of a conference, attending a summer school, taking postgraduate studies abroad or serving as part of the editorial staff of a scientific journal. Other elements may also be included as agreed with the supervisor.

4) Studies promoting knowledge of the student's own discipline and research area (30 ECTS)

The postgraduate student and his or her supervisor must agree on what these studies should consist of. They may include advanced studies in another discipline or other studies, as long as the studies were not a part of the student's previous degree. For instance, credit can be awarded for studies in university pedagogy or scientific writing, for teaching or for holding a position of trust at the University or a position that develops work life skills (for example, project management, research duties requiring responsibility or other duties with similar requirements). These studies may also include other elements as agreed between student and supervisor.

5. SUPERVISION AND PERSONAL STUDY PLAN

Supervision of Postgraduate Studies

The Dean of the School assigns each postgraduate student one or two supervisors, preferably two. Usually, the professors who were consulted before the application process become the student's supervisors. According to the Postgraduate Committee, the main supervisor should be a professor or a docent in the School of Communication, Media and Theatre. The second supervisor should be a docent, but the second supervisor does not have to be employed at the University of Tampere. The respective responsibilities of the supervisors are defined in the study and supervision plan.

The School keeps a register of all postgraduate students and their supervisors.

The Dean of the School may assign a postgraduate student a new supervisor for a cogent reason, which may be, for example, the supervisor moving to another university or the discontinuation of a supervision relationship. There may also be other reasons for being

assigned a new supervisor. Whenever a postgraduate student is assigned a new supervisor, all parties must be heard, and the supervisors and the student must be informed. If the decision is controversial, it will be taken to the Postgraduate Committee. The Dean will then settle the issue after consulting the Postgraduate Committee.

Personal Study and Supervision Plan

Each postgraduate student must draw up a written study and supervision plan together with his or her supervisors. The plan must specify the name of the main supervisor and the duties and responsibilities of the supervisors and the student. The plan must include the postgraduate student's preliminary schedule as well as the supervision practices applied. The purpose of supervision is to support and train the student in independent scientific or artistic work and to develop the student's professional skills and career perspectives. In addition, the plan must include a personal study plan that describes how the postgraduate student intends to fulfil his or her degree requirements. The School recommends that the study and supervision plan be updated once a year. It is especially important to update the section on the progression of the student's work. In this connection, so-called "passive" postgraduate students may decide to give up their right to study.

Good Practices in Supervision

The School's Postgraduate Committee monitors supervision in postgraduate studies. If need be, it holds discussions on supervision, collects feedback on supervision and keeps track of the student-supervisor ratio. The Committee also keeps track of the quality of the dissertations and the evaluation criteria. The Postgraduate Committee is set up and acts in compliance with the Guidelines of Good Practices of Arranging Doctoral Training at the University of Tampere, laid down by the Research Council and approved by the Rector.

Supervision and Reporting

Postgraduate students report on the progress of their thesis and other studies to their supervisor at least once a year. The personal study plan and the research plan should be updated when necessary.

Postgraduate students at the School of Communication, Media and Theatre pursue their studies according to their personal study plan.

E-mail List and Further Information

To keep postgraduate students up to date, the School maintains an e-mail list for them. Students should also visit the University's website regularly for news about postgraduate studies.

For more information about postgraduate studies at the University of Tampere, please visit http://www.uta.fi/studies/after_graduation.html and <http://www.uta.fi/english/doctorschool/index.html>.

For more information about postgraduate studies at the School of Communication, Media and Theatre, please visit <http://www.uta.fi/cmt/en/doctoralstudies/index.html>.

6. INTERNATIONAL COOPERATION IN POSTGRADUATE STUDIES

Postgraduate studies may be arranged in cooperation with a university outside Finland. In these cases, the University of Tampere and the other university will draw up a joint degree agreement (a so-called *cotutelle de thèse* agreement). The University's rules, regulations and agreements must be followed even when pursuing a joint degree. For more information about drawing up a joint degree agreement, please contact the School's Chief Administrator (heikki.eilo@uta.fi). A joint degree agreement can be drawn up only after the student has been admitted to the School of Communication, Media and Theatre as a postgraduate student.

7. DISSERTATIONS AND FINAL PROJECTS IN ART

Doctoral Degree in Philosophy or Social Sciences

Postgraduate students pursuing a doctoral degree in Philosophy or Social Sciences must write a doctoral dissertation and defend it in public.

The doctoral dissertation is a substantial scientific thesis based on independent research. With the consent of CMT's Board, the thesis is defended in public as a doctoral dissertation. The manuscript of the dissertation must be previously unpublished if it is a monograph.

The dissertation must produce new scientific knowledge and demonstrate critical thinking, a profound knowledge of the field and its methods, and the ability to apply these methods.

A doctoral dissertation can be a manuscript of an unpublished dissertation (a monograph), an integrated entity of scientific publications or manuscripts approved for publication paired with a summary (an article-based doctoral dissertation) or another type of work that fulfils the scientific criteria.

An article-based doctoral dissertation must form an integrated research entity, and the objectives, methods and results of the study must be presented in the summary. The research entity must include between three and five articles (depending on their scope), and at least some of the articles must be peer-reviewed. None of the publications or manuscripts may be exclusively referential: every publication or manuscript must contain new results or introduce new points of view.

The publications may also include co-authored publications if the doctoral candidate's independent contribution can be shown. The candidate must present a written

clarification of his or her contribution to the collective research when the doctoral dissertation is handed in for the preliminary examination. All the requirements concerning the doctoral dissertations apply not only to a monograph but also to an article-based dissertation. An article-based doctoral dissertation may not include parts of the candidate's previous dissertation.

Final Project in Art

Postgraduate studies in Theatre Work offer individualised academic studies in art. Postgraduate students specialise either in developing their own artistic work or in developing the field of theatre and theatre training. The purpose of the studies is to intensify and diversify interactions in the field of theatre and to create new openings in professional theatre. In fact, the interaction between education, research and artistic activity lies at the heart of the postgraduate studies, and interaction requires collaboration not only within the field of theatre but also with art universities and other institutions of higher education in Finland and abroad.

A final project is based on the student's artistic work, and it is either an independent work of art or a series of works of art that focus on a certain theme. The work of art and the analysis must form an entity which represents, supports and promotes the student's artistic progress. The analysis is usually written, but it can also combine different media. Researchers or doctoral candidates can also produce a collective final project.

Works of art presented as final projects must be performed or displayed in public and recorded for examination at a sufficiently high level of technical quality. The purpose of the examination is to weigh the importance of the final project in relation to new knowledge or a new viewpoint it brings to the field, to promote interaction within the field and to assert the role of theatre in interdisciplinary and societal discussion. To the extent possible, the examination follows the format of the public defence of the doctoral dissertation.

Final projects are graded pass/fail. The work(s) of art and related analysis are evaluated as a whole.

In place of a work of art, the final project in Theatre Art can also be a doctoral dissertation. The dissertation must deal with theatre training or some other topic central to theatre work. In this case, all requirements concerning the dissertation, its defence and grading apply.

Dissertation Language

The dissertation can be written in Finnish, Swedish or English, or, with the consent of the Dean of the School, in another language. The author of the dissertation must make sure that the manuscript's language is correct and impeccable. Publications in an article-based dissertation can be written in two or more languages.

Preliminary Examination

Before submitting his or her manuscript, a student must make certain that his or her supervisor and the professor of the discipline consider the dissertation to be ready for examination and that the student has taken all the courses mentioned in the personal study plan.

To obtain permission to defend it as a doctoral dissertation, the student must submit the dissertation manuscript to the School's Administrative Secretary, Merita Kallioinen, (Room D227, University Main Building) in three complete paper copies, in a binder or bound. The manuscript must also be sent to merita.kallioinen@uta.fi as a single PDF file.

In case of article-based dissertations, previously published articles do not need to be republished. However, even article-based dissertations must be submitted to the School in three copies. Questions about submitting a manuscript should be sent to the School (heikki.eilo@uta.fi or merita.kallioinen@uta.fi). If a student earned his or her licentiate degree at a university other than the University of Tampere, a copy of the degree diploma must be submitted together with the manuscript.

Please submit with the manuscript a separate cover sheet with the following information:

- Personal details and contact information (including postal address)
- Previous degree
- The name of the School
- Major subject
- Supervisor(s)

Preliminary Examiners

The Dean of the School appoints preliminary examiners on the recommendation of the professor of the relevant major subject (the professor must e-mail the names of the proposed examiners to the presenting official for the Dean's decision). Preliminary examiners must be objective, and they must at least be docents. Before the preliminary examiners are selected, the author of a dissertation is given the opportunity to comment on the potential unacceptability of prospective preliminary examiners if there are doubts as to their impartiality. A supervisor of a doctoral student may not act as a preliminary examiner for that student. The School appoints at least two examiners for the preliminary examination of the manuscript, preferably from outside the School, and they are each asked to submit a written statement on whether the manuscript has such scientific value that permission to defend it as a doctoral dissertation may be granted. If the dissertation is article-based, the statements must also indicate whether the themes of the separate publications comprise an integrated set of problems.

The purpose of this preliminary examination is to ensure that the manuscript meets the formal and scientific criteria for the most advanced academic theses. Preliminary examiners assess whether a manuscript meets the evaluation criteria and the doctoral

candidate can be granted the permission to publish and publicly defend the manuscript as a doctoral dissertation. (See "Criteria" under "Grading the Dissertation".) The preliminary examination is thus the stage where the School and the preliminary examiners can influence the quality of the dissertation. If an examiner's statement is negative, the preliminary examination process can be discontinued. Once the professor or the supervisor grants permission, the preliminary examination can be reopened.

A preliminary examiner's statement must clearly indicate whether or not the examiner recommends that the student be granted the permission to publish and publicly defend the manuscript as a doctoral dissertation: the indication may not be conditional in any way. After the preliminary examination, only minor changes suggested by or agreed on with the examiners can be made to the manuscript. The statements must be submitted within three months after the examiners are appointed. Based on these statements, CMT's Board then either grants or denies permission to publicly defend the manuscript as a dissertation. Before the Board's decision, the student has the right to submit a response to the statements.

The preliminary examiners must submit their statements to the presenting official responsible for postgraduate affairs at the School. The presenting official then submits the statements to the student and supervisors. All matters related to the preliminary examination are administered by the School (Heikki Eilo and Merita Kallioinen).

8. PERMISSION TO PUBLISH

Permission to publish is granted by CMT's Board. Copies of the preliminary examiners' statements are sent to the student four days prior to the Board meeting. At this point, the student may wish to submit a response to the statements, and can ask that the decision on publication of the dissertation be postponed to the next Board meeting for this reason.

Custos, Opponents and the Evaluation Board

Once permission to publish the dissertation has been granted, the Board will appoint a *custos* and at least one opponent for the public defence of the dissertation. The *custos* must be a docent or a professor at the University of Tampere, and the opponents must primarily come from outside of the University of Tampere. Before the opponents are appointed, the author of the dissertation is given an opportunity to comment on the potential unacceptability of the prospective opponents. The student's supervisors may not act as opponents.

In addition to granting permission to publish, CMT's Board nominates an evaluation board to assess the dissertation. The main supervisor proposes the evaluation board members to CMT's Board. (See also "Grading the Dissertation" below.)

9. PUBLIC DEFENCE OF A DOCTORAL DISSERTATION

Date and Place of the Public Defence

The doctoral candidate, the custos and the opponents agree on the time, date and place (lecture hall) the public defence will be held. Once the doctoral candidate books the lecture hall, he or she notifies the presenting official (Heikki Eilo) of the date and place and ensures that no other public defences are taking place at the same time in the School. The School will pay the lecture room rent.

The Nature of the Public Defence

The public defence of a doctoral dissertation is an event at which the doctoral candidate defends his or her dissertation. A public defence is open to everyone. The chair of a public defence is the custos, and it is the custos's duty to ensure that the doctoral candidate and opponents have enough information about how the defence will take place. The public defence of a doctoral dissertation generally follows certain traditional customs and formal requirements.

The main participants can negotiate the public defence arrangements beforehand.

10. PUBLISHING THE DISSERTATION

The dissertation can be published in the following formats:

1. in an electronic format
2. in both an electronic format and in print (parallel publishing)
3. in print.

The publishing format should be considered well in advance, as there are various requirements to the different formats.

If a student wishes to publish his or her dissertation in the Acta series, he or she must contact the Library when submitting the manuscript for preliminary examination. The editorial office of the Acta series is located in the University Main Library in the Linna building. An e-form can be used to apply to have a dissertation published in the Acta series. Logging onto the form requires a basic user account. When filling out the form, the publication conditions must be accepted.

If a student wishes to have his or her dissertation published in the Acta series, special attention should be paid to the following:

- The manuscript must have been granted the permission to publish, and it must be submitted to the Library in PDF format at least 35 days prior to the public

defence. No exceptions will be made. This is the minimum time required to have the dissertation proofed, printed and published.

- The Acta series will only publish dissertations both in print and in electronic format or only electronically. Publishing the dissertation online guarantees it will get the publicity it deserves. According to the Library's statistics, 77% of the Acta dissertations are downloaded more than one thousand times.
- The Library pays the printing costs of the dissertations that the School distributes (ten copies) and delivers these copies to the School.
- The doctoral candidates must pay for any personal copies themselves.

The instructions on publishing a dissertation and giving a press release can be found at the Library's website at <http://www.uta.fi/kirjasto/en/tup/index.html>.

If the dissertation is published by a publisher other than the University of Tampere (the Acta series and TUP), the doctoral candidate must submit 13 copies of the dissertation in print or in paper to Administrative Secretary Merita Kallioinen of the School of Communication, Media and Theatre. If it is an article-based dissertation, 13 full paper copies must be submitted to the School, including all publications and the summary article. Both the summary article and the abstract must include a full list of the publications. In addition, with any type of dissertation, 50 copies of the abstract must be submitted to the School.

Please note that dissertations published outside the Acta series (e.g. by THL, the Association of Finnish Local and Regional Authorities, VTT, STUK, SKS, etc.) will not be subsidised by the University.

If the dissertation is written in Finnish, it must include a two- or three-page abstract in English. If the dissertation is written in another language, the abstract must be in Finnish.

The manuscript must include a separate title sheet stating the time, date and place of its defence. The sheet must also state that the dissertation will be presented with the permission of the Board of the School of Communication, Media and Theatre.

Copies of the dissertation must be available at the School for ten days before the defence takes place, so please make sure you submit the copies in time if the Library does not do it for you. The School will give copies of the dissertation to:

- The custos
- The opponent(s)
- The members of the evaluation board
- The preliminary examiners
- The supervisor(s)
- The Dean of the School
- The Administrative Services office of the School (available for reading by the Board members in room D227)
- The School's library
- Communication Services

The doctoral candidate must also submit 50 paper copies of the abstract to the School. The abstract must be in Finnish and one to three pages in length (printing on both sides of the paper is permitted). The abstract must present the research question, data, main methods and the most significant results of the study. All current members of the Board receive copies of the abstract, and the rest are handed out at the public defence.

All doctoral candidates must also fill out a dissertation form online at the Library's website two weeks prior to the defence. The form can be accessed at <https://elomake3.uta.fi/lomakkeet/6488/lomake.html>.

Before the public defence is held, the dissertation can be read in the School and online at the University's website. The details about the defence and availability of the dissertation are published on the School's website at least ten days prior to the defence.

11. GRADING THE DISSERTATION

Criteria

The dissertation can be either a monograph or article-based. It must be based on independent research, deal with an integrated set of problems and produce new scientific knowledge. It must be defended in public.

Preliminary examiners evaluate whether or not the manuscript fulfils the evaluation criteria so that the doctoral student can be granted the permission to publish and publicly defend the manuscript as a doctoral dissertation. The opponent will apply the evaluation criteria to see how successful the dissertation is.

The final projects for the degrees of the Doctor of Art and Licentiate of Art (Theatre and Drama) are graded pass/fail.

The following matters are evaluated:

The research topic, research problem and research questions

- The justification of the research topic
- The scientific significance, originality and topicality of the research topic
- The outline of the research topic and the relevance of the research questions
- The clarity of the research frame.

Taking previous research into account

- Knowledge of the field and relevant literature
- Critical reflection and evaluation of previous research

- The position of the research in relation to previous research (continuation or a new opening)

Conceptual clarity and theory

- The definition and contextualisation of central concepts
- Conceptual consistency
- The justification and opening of the theoretical framework
- The discussion of existing theory and outlining of a new theory

Data

- The suitability and sufficiency of the data for the research problem
- Presentation of the data
- Ethical questions concerning the acquisition or production of data

Methods

- The suitability of the methods for the research problem
- The justification of the selection of the methods and the application of the methods
- The reliability and sensitivity of the methods
- The diversity, consistency and independence of the application of the methods
- The development and usage of new methods

Results, conclusions and further research

- The diversity, novelty and scientific significance of the results
- The results in relation to previous research
- Self-reflection and critical evaluation of the study
- The scientific and social value of the research
- Suggestions for further research

Structure and manner of representation

- The logic of the structure and the balance of the chapters
- The logic of the progression
- The impeccability of the language and the fluency of the writing

Grading Scale

Approbatur

The dissertation has severe deficiencies, but it fulfils the School's basic criteria for a dissertation and follows the ethical norms of research.

Lubenter approbatur

In relation to the evaluation criteria, the dissertation has several significant deficiencies without adequate compensative merits. The dissertation fulfils the School's basic criteria for a dissertation and follows the ethical norms of research.

Non sine laude approbatur

In relation to the evaluation criteria, the dissertation has clear deficiencies without adequate compensative merits. The dissertation fulfils the School's basic criteria for a dissertation and follows the ethical norms of research.

Cum laude approbatur

In relation to the evaluation criteria, the dissertation is good. The language and the concepts are well-defined; the research problem, methods and results are well justified and based on relevant data. The special merits of the dissertation compensate for possible deficiencies.

Magna cum laude approbatur

In relation to the evaluation criteria, the dissertation has clear merits without invalidating deficiencies.

Eximia cum laude approbatur

In relation to the evaluation criteria, the dissertation has several significant merits without invalidating deficiencies.

Laudatur

The theme of the dissertation is ambitious, and the work is especially distinctive, independent and original in relation to all essential evaluation criteria.

Evaluation Board

When the permission to publish has been granted, CMT's Board appoints an evaluation board whose duty is to propose a grade for the dissertation. The evaluation board is made up of the opponent(s), the custos and an outside docent. The custos will convene the board. The custos has the right to speak, but not the right to propose the grade. The evaluation board's position on the evaluation and grading of the dissertation is given in the custos's report. Any member of the evaluation board can voice a divergent opinion, which must be written into the report.

The statement concerning the proposed grade must be submitted to the School's presenting official within one month of the public defence.

CMT's Board will decide whether a doctoral dissertation, equivalent final project or licentiate thesis will be approved and how it will be graded.

The opponent's statement and the evaluation board's grade proposal must be submitted to the doctoral candidate at least four days before the Board meeting at which the dissertation will be discussed. If the candidate wishes to respond to the statement or the grade proposal, he or she may do so during this time. If the doctoral candidate wishes to submit a response, he or she has the right to request that the matter be postponed until the next Board meeting.

A petition for reconsideration of the grading of the doctoral dissertation (or the licentiate thesis) must be submitted within 14 days of the announcement of the decision.

12. DIPLOMAS

When a doctoral candidate has completed all the required studies, he or she must apply for a degree diploma using a specific application form. The application must include a list of all courses, seminars, etc. recorded in the personal study plan, and it must be submitted to the School's presenting official.

The application, listing the studies in the detailed personal study plan, is delivered to the School Office. The applicant is requested to ensure that all the studies have been taken to the University's study register correctly before submitting the application.

The degree diploma states the title and grade of the dissertation and the discipline or major subject within which it was written. The discipline or major subject will also determine the student's degree title. If the postgraduate student majored in Journalism and Mass Communication, he or she will be awarded the degree of Doctor of Social Sciences or Licentiate of Social Sciences. If there is a well-justified reason, Journalism and Mass Communication majors may also be awarded the degree of Doctor of Philosophy or Licentiate of Philosophy. Theatre Work majors will be awarded the degree of Doctor of Art (Theatre and Drama Research) or Licentiate of Art (Theatre and Drama Research). Speech Communication and Theatre and Drama Research majors will be awarded the degree of Doctor of Philosophy or Licentiate of Philosophy. The student's academic transcript listing all the courses, etc. taken for the degree will be attached to the degree diploma.