



## INSTRUCTIONS FOR APPLYING THE TITLE OF DOCENT

### Required qualifications

According to Section 89 of Universities Act (558/2009), a person who has in-depth knowledge of his/her field of study, a capacity for independent scientific research demonstrated through publications or in some other way, and good teaching skills, may apply for the title of docent.

### The set requirements for applying the title of docent at the Faculty of Medicine and Life Sciences

#### 1. Publications

The applicant's scientific publications must clearly show that he/she has in-depth knowledge of the field in question and the ability to conduct independent scientific research in that field. The applicant's scientific output must show that the applicant has developed an independent research profile and that the research work is ongoing.

Articles published or accepted for publication in international peer-reviewed journals and publication series will primarily be taken into consideration in the evaluation of the applicant's publications. The minimum number of such publications is usually twenty. In the most significant publications related to the applicant's field of study, he/she must be the first, second or last author.

#### 2. Postgraduate education

When the scientific competence of a candidate is assessed, postgraduate education, for example, a doctoral degree and other education completed in Finland or abroad, will be taken into account. Other merits that will be considered include participation in Finnish or international scientific conferences as an organizer or as a presenter of research results.

#### 3. Practical work experience in the field

In order to be appointed as a docent in clinical and clinical laboratory fields, an applicant is usually required to have at least two years of work experience in senior tasks after completing medical specialization/specialization in dentistry, or after receiving the license to practice medicine.

#### 4. Teaching merits

The assessment of the applicant's teaching skills considers the following factors: pedagogical training, practical teaching experience, the production of instruction materials, other teaching merits and a teaching demonstration.

A teaching demonstration is in essence a demonstration lecture that the applicant must prepare and present at the Faculty of Medicine and Life Sciences. The demonstration lecture is evaluated and the applicant must earn the minimum grade of "good" in order to qualify for the title of docent. The Board of



the Faculty of Medicine and Life Sciences may also accept a similar demonstration lecture given at another university.

## 5. Merits in the supervision of junior researchers

The applicant is expected to actively participate in the supervision of academic theses, scientific studies and/or doctoral dissertations. The applicant is required to present a detailed written account of such activities.

### Instructions for applying

The application for the title of docent at the Faculty of Medicine and Life Sciences, University of Tampere, must include the following documents:

1. An application letter, which should be addressed to the rector of the University of Tampere and name the scientific field of the title of docent. The field should not be too narrow.
2. Three copies of the applicant's official career record (*nimikirja*) or curriculum vitae. A public official, for whom an official career record is kept in accordance with the Official Career Records Act (1010/89) in Finland, must enclose a copy of his/her official career record to the application. The copy of the record must not have been issued more than three months before the application deadline. Applicants not within the scope of the Official Career Records Act shall submit a reliable corresponding document (such as a curriculum vitae) and copies of degree certificates.
3. Three copies of a list of publications categorized as follows:
  - a) Original scientific articles, with a special mention of a doctoral dissertation and the articles included in it
  - b) General reviews, lead articles and chapters in textbooks
  - c) Other publications
  - d) Abstracts (if the applicant wishes to include them in the application)

N.B. An original scientific article is defined as follows: the essential contents include research results, which have been published in a scientific journal and not included in other articles. Article manuscripts, which have been accepted for publication, may be mentioned and they should be marked with "in press". The references should be made in the Vancouver Style (for example, Wilson D H, Thyson W T: The Name of the Article, *Am J Clin Patol* 1991; 29:762-770 ).

A copy of the letter of acceptance must be enclosed for publications "in press".

The applicant must include the latest known impact factor for each of the journals, which have published the research.

Monographs and Finnish publications will be taken into consideration especially in fields where the impact factor system cannot be used.



4. Publications must be supplied in three copies numbered according to the list of publications, all copies of the same publication stacked together.
5. Three copies of a brief written account (1-2 pages) of the applicant's merits and achievements relevant to the title of docent. Here, the applicant may present an analysis of how frequently his/her work has been cited in research literature.
6. A detailed written account of the applicant's further scientific training in three copies. Post-doctoral education in the applicant's field in Finland or abroad and participation in scientific conferences in Finland or abroad will be taken into consideration.
7. Three copies of a written account of the applicant's participation in the supervision of doctoral dissertations, other theses and scientific studies.
8. A list of teaching merits (a teaching portfolio) categorised as follows:
  - a) Pedagogical training
  - b) Teaching experience
  - c) Production of instruction materials
  - d) Other teaching merits
  - e) Details of any previous, successful demonstration lectures (a copy of the certificate on the demonstration lecture or an extract from the minutes of a Board/Faculty Council meeting)
9. An expert opinion provided by a professor in the applicant's field on the relevance of the title of docent and a proposal of two unbiased experts who could provide statements on the applicant's scientific merits (see the grounds for disqualification in the Finnish Administrative Procedure Act 434/2003, Section 28)
10. The Faculty of Medicine and Life Sciences has declared that in clinical fields an applicant should have two years of experience in senior tasks after earning the degree of specialist in medicine/specialist in dentistry or after being granted the license to practice medicine. The applicant should include a calculation of work experience in such senior tasks to the application.

The application will be processed by the Docent Committee of the Faculty of Medicine and Life Sciences. If the Docent Committee approves the application, it will then be presented to the Board of the Faculty of Medicine and Life Sciences.

The Docent Committee may also decide not to approve the application. Dismissal and the grounds for dismissing the application will be informed to the applicant. Even in the absence of support from the Docent Committee, the applicant may ask for the matter to be presented to the Board of the Faculty of Medicine and Life Sciences. If the applicant so wishes, the matter can be put on hold until such time that the applicant wishes to continue the process. If the applicant wants the Board to review the application, the presenting official will take the matter to the Board.



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Faculty of Medicine and Life Sciences

The application and the enclosures should be submitted to: Head of Administration Niina Puronurmi, Faculty of Medicine and Life Sciences, Lääkärintätkatu 1, Arvo-building C229, FI-33014 University of Tampere.

Further information will be provided by the Chair of the Docent Committee, Professor Jorma Isola [jorma.isola@uta.fi](mailto:jorma.isola@uta.fi), and Head of Administration Niina Puronurmi [niina.puronurmi@uta.fi](mailto:niina.puronurmi@uta.fi), tel. +358 (0) 349 7036.