PROCEDURE FOR ASSESSING DOCTORAL STUDENTS’ PROGRESS IN RESEARCH AND CONDUCTING PROGRESS REVIEWS IN THE FACULTY OF SOCIAL SCIENCES

Based on the Senate of the University of Tartu Regulation no. 5 of 26 April 2013 “Study Regulations”, V.5. Progress review of doctoral students.

The criteria for assessing doctoral students’ progress in research are approved and doctoral students’ progress is reviewed pursuant to clause V.5. of the Study Regulations of the University of Tartu.

1. The bases for assessing doctoral students’ progress in research are:
   1.1. individual study plan of the doctoral student, which is compiled with the assumption that by the end of the second year, at least 1/3 of the doctoral thesis is completed;
   1.2. progress review report; in case of a repeated progress review, an overview of how many points have been awarded for specific research activities previously;
   1.3. materials indicating research done (including published or submitted articles, drafts of unpublished articles, the manuscript in case of a monograph, other important materials);
   1.4. supervisor’s written opinion of the advancement of the doctoral thesis and the doctoral student’s progress.

2. The committee assesses to which degree single sections of the individual study plan have been completed and expresses the result in the European credit point system credit points (ECTS).

3. A doctoral student’s academic progress in research is assessed by the review committee considering the following criteria:
   3.1. stage of the doctoral thesis (including the formatting and defense of the thesis): the committee awards 120 EAP altogether for a monograph thesis and 40 EAP for the introductory and summary chapters of a thesis by publication;
   3.2. printed publications related to the topic of the doctoral thesis: for a monograph thesis 40 EAP for one published article, for a thesis by publication 120 EAP for the published articles altogether;
   3.3. participation in conferences and seminars related to the doctoral thesis, taking into account the level of these events and the doctoral student’s contribution, altogether 12 EAP;
   3.4. other research activities related to the doctoral thesis (practical training outside the university, participation in research projects, obtaining new methods, work at the library, etc.), altogether 8 EAP.

4. For the progress review, the doctoral student prepares a 20-minute presentation, introducing the current stage of the doctoral thesis (including what has been done during the current academic year) and plans for the next academic year.

5. The present procedure applies to doctoral students who have been matriculated after 1 January 2016. For the progress review of doctoral students matriculated before 1 January 2016, the rules and decisions adopted by the council of the faculty which managed the respective curriculum as of 31 December 2015 can be applied until 1 January 2019.

6. This procedure is effective as of 1 March 2016.