



GENERAL SYLLABUS FOR THIRD-CYCLE PROGRAMMES IN BUSINESS STUDIES

1. Qualitative targets

To be awarded a Degree of Doctor, the third-cycle student must achieve the following:

Knowledge and understanding

- demonstrate broad knowledge and systematic understanding of the research field of Business Studies, as well as advanced and up-to-date specialised knowledge in a limited area of this field, and
- demonstrate specialised knowledge of research methodology in general and the methods of Business Studies in particular.

Competence and skills

- demonstrate the capacity for scholarly analysis and synthesis, as autonomous critical review and assessment of new and complex phenomena, issues and situations in the research field of Business Studies
- demonstrate the ability to critically, autonomously and creatively identify and formulate issues in the research field of Business Studies with scholarly precision, and to plan and use appropriate methods to conduct research and other qualified tasks within predetermined time frames and to review and evaluate such work
- in a thesis, demonstrate their ability to use their own research to make a significant contribution to the formation of knowledge in the research field of Business Studies
- demonstrate the ability in both national and international contexts to present and discuss research and research findings in Business Studies in speech and writing and in dialogue with the academic community and society in general
- demonstrate the ability to identify the need for further knowledge in the research field of Business Studies
- demonstrate the capacity to contribute to societal development and support the learning of others, both through research and education and in other qualified professional contexts

Judgement and approach

- demonstrate intellectual autonomy, integrity and disciplinary rectitude as well as the ability to make assessments of research ethics, and
- demonstrate deep insight into the possibilities and limitations of knowledge, its role in society and the responsibility of the individual for how it is used.

For a Degree of Licentiate, the third-cycle student must achieve the following:

Knowledge and understanding

- demonstrate knowledge and understanding in the research field of Business Studies, including current specialist knowledge in a limited area of the field and
- demonstrate familiarity with research methodology in general and the methods of Business Studies in particular.

Competence and skills

- demonstrate the ability to critically, autonomously and creatively identify and formulate issues with scholarly precision in the research field of Business Studies, to plan and use suitable methods to conduct a limited piece of research
- demonstrate the ability in both national and international contexts to present and discuss research and research findings in speech and writing and in dialogue with the academic community and society in general, and
- demonstrate the skills required to participate autonomously in research and development work and to work autonomously in some other qualified capacity.

Judgement and approach

- demonstrate the ability to make assessments of ethical aspects of their own research,
- demonstrate the ability to identify their need for further knowledge and take responsibility for their scholarly development

Local intended learning outcomes

In addition to the intended learning outcomes for the licentiate and doctoral degrees, after completing the degree programme the third-cycle student must

- demonstrate broad knowledge in the area of Politics, Economy and the Organisation of Society (knowledge and understanding)
- be able to autonomously apply this knowledge in the analysis of an area relevant to the subject (competence and skills)

2. Entry requirements

A person is eligible for third-cycle education if they fulfil the general entry requirements and the specific entry requirements. The applicant must also be assessed as possessing the necessary capability to complete the programme.

2.1 General entry requirements

General entry requirements for third-cycle courses and study programmes are met by someone who has

1. been awarded a degree at second-cycle level,
2. completed courses worth at least 240 credits, of which at least 60 must be at second-cycle level, or
3. acquired the equivalent knowledge in some other way, in Sweden or abroad.

In exceptional circumstances, the Faculty Board may permit an exemption from the general entry requirements for an individual applicant.

2.2 Specific entry requirements

A person meets the specific entry requirements if they have knowledge equivalent to 90 credits in Business Studies and a pass grade on a second-cycle degree project in Business Studies, or have acquired equivalent knowledge abroad or through a previously awarded qualification. In exceptional circumstances, the Faculty Board may permit an exemption from the specific entry requirements for an individual applicant.

3. Admission and selection

Applications for admission to a third-cycle programme must be submitted to Södertörn University. Admission regulations are stated in the Admission Regulations for Third-Cycle Study at Södertörn University.

Admission to third-cycle programmes should normally take place collectively after the provision of information regarding available places. This not only applies to doctoral studentships, but also to other forms of doctoral positions.

A curriculum vitae must be appended to the application, as well as the texts and other documents that the applicant wishes to reference and a short plan for the proposed thesis.

In addition to the entry requirements, admissions to third-cycle education are based primarily on the assessed ability to assimilate third-cycle studies.

When assessing suitability, particular emphasis is placed on the previous scholarly works that are submitted (essays). Based on the essays, thesis plan and other documentation, the autonomy and originality of the problem's formulation and analysis are assessed, as are the ability to problematise,

theoretical and methodological awareness, systematics and stringency, scholarly maturity, critical approach and previously proven ability to comply with deadlines. Priority is given to the underrepresented sex in cases where merits are otherwise equal.

In association with admission to BEEGS, the thesis plan will also be assessed according to its links to the graduate school's specific geographic area.

Supervisory staff must also, before proposing candidates for admission, assess whether issues of research ethics have been addressed, the proposed time plan and funding plan, whether the total supervisory competence is adequate for providing good, professional supervision and the relevant expertise, and whether the doctoral student has understood what is entailed by third-cycle education at Södertörn University. In addition, the supervisory staff should consider the candidate's desire and ability to participate in and actively contribute to the subject's research environment.

The actual review and selection of the applicants is organised via the subject's supervisory staff. At a preparatory stage, staff may conduct a review of the applicant's formal merits and qualifications in a working group that is appointed by the subject's supervisory staff. Where relevant, this working group cooperates with BEEGS or the person responsible for the project that has proposed admission using project funding. During the assessment, checks are conducted on the applicant's formal qualifications for admission. As work progresses, it is reported to the supervisory staff. The group then produces a written proposal for a ranking of the applicants, with reasoning.

The supervisory staff then examine the proposal. Applicants are selected using the above selection criteria, and the staff rank a limited number of applicants in a leading group. A representative of the doctoral students in the subject may be present during this process.

When a leading group of applicants is apparent, interviews should be conducted. These provide an opportunity for the supervisory staff to gather additional information. The aim of the interviews is also to familiarise the applicant with the research environment in the subject and area.

As part of the admissions process, an individual study plan and a funding plan are established for the applicants that are proposed for admission. Supervisors are appointed as soon as possible after the start of the doctoral studentship. The supervisory staff investigate and propose supervisors. The head of school then makes the decision based on a proposal from the steering committee for the area.

4. The main content of the programme

Third cycle education must cover 240 credits for the Degree of Doctor and 120 credits for the Degree of Licentiate. Third-cycle education in Business Studies that concludes with a Degree of Doctor covers four years of full-time study and has a course component worth 75 credits and a doctoral thesis of 165 credits.

Third-cycle education in Business Studies that concludes with a Degree of Licentiate covers two years of full-time study and has a course component worth 45 credits and a doctoral thesis of 75 credits.

The obligatory courses consist of a number of common courses for the area (totalling 37.5 credits, 45 credits for doctoral students admitted to BEEGS):

Research Design (7.5 credits)

Qualitative Research Methods (7.5 credits)

Quantitative Research Methods (7.5 credits)

Truth, Construction and Subjectivity: Contemporary Issues in the Theory of Scientific Knowledge (7.5 credits)

Organisations and Institutions (7.5 credits)

Contemporary Research into the Baltic Sea Region and Eastern Europe (7.5 credits) This course is only obligatory for doctoral students admitted via BEEGS.

For obligatory courses, it is possible to study courses with equivalent contents at other higher education institutions instead.

Other courses are elective and are chosen in consultation with the supervisors and with particular consideration of what is suitable for the doctoral student's thesis work.

Elective courses can be studied at other higher education institutions in Sweden or abroad, or as special courses at the home higher education institution. The courses on offer also include the doctoral courses that are offered at BEEGS by international visiting researchers.

Elective courses worth a maximum of 15 credits may be studied through independent study, adapted to the thesis' theme, and are decided in consultation with the supervisor and the Director of Doctoral Studies.

5. Programme design

Courses and thesis work must be conducted in parallel. Even if the first year is dominated by courses, the doctoral student must start work on their thesis at an early stage. Within one year of admission, the doctoral student must present his or her thesis plan or introductory essay at a seminar. After this, the doctoral student must present at least two stages of the thesis at the subject's research seminars. Normally, at all three seminars, one or two reviewers must be appointed, and at least one of these must come from outside the university.

Two supervisors are appointed for each doctoral student, of whom one is the principal supervisor and has primary responsibility for the programme – including work on the thesis. If necessary, additional supervisors may be appointed. The principal supervisor must normally be employed at Södertörn University. The supervisors must have doctorates and the principal supervisor must have a level of

competence equivalent to associate professor. At least one of the doctoral student's supervisors must have completed supervisor training.

A doctoral student who so requests must be allowed to change supervisor. Such a request is made to the head of school and a reason does not need to be provided.

An individual study plan must be drawn up for each doctoral student. The individual study plan must include a time plan for the doctoral student's education, information about how the doctoral student's supervision is organised, a description of the other obligations that the doctoral student, supervisors and school (or BEEGS) have during the period of study, and what is otherwise necessary for studies to be conducted in an effective manner. Rules for the individual study plan are provided in the university's Regulations for Third-Cycle Education at Södertörn University.

The following procedure is normally applied before the public defence of thesis. When the supervisors assess that the doctoral student has around 60 thesis credits remaining, a group of reviewers is appointed; this includes the supervisors and another member of the subject's supervisory staff.

This group issues recommendations for the continued work on the thesis. When the doctoral student has completed a coherent manuscript, a final seminar is held at which the manuscript is reviewed and defended. After additional work on the manuscript and when the supervisors assess that it is complete, the supervisory staff appoint one or two experienced researchers to evaluate whether the manuscript is ready to be presented at a public defence. This procedure is repeated if necessary.

6. Examination

Each third-cycle course concludes with a written or oral examination. The examination can receive one of the following grades: Pass or Fail. The grade must be decided by a teacher who is specially appointed by the area (the examiner). The following categories of teachers may be appointed as an examiner for third-cycle education: professor, associate professor, senior lecturer and associate senior lecturer. The same teaching categories are included in the subject's supervisory staff.

A doctoral student who has completed third-cycle courses at another place of higher education may, after admission, apply to have these credits transferred. This must always be individually assessed for every case and every course. The same applies to courses offered as part of the university's shared course offer or courses organised in another faculty at another higher education institution.

Credit transfers for courses must be approved by the Director of Doctoral Studies.

Second-cycle courses worth a total of no more than 30 credits may be transferred. For courses that are completed prior to starting third-cycle education and which have credits transferred to Business Studies at Södertörn University, the time that is funded for the doctoral student may be reduced to the equivalent extent.

A doctoral thesis must be either a unified and coherent scholarly work (monograph) or a compilation thesis that consists of scholarly papers and an introduction and summary that form summarising chapter.

At least one of the papers in a compilation thesis must have been accepted for publication in a scholarly, peer-review journal. The other papers must be of a scholarly level equivalent to that required for publication in a scholarly, peer-reviewed journal. Just as with monograph theses, it is the overall assessment of the compilation thesis' scholarly quality that is the determining factor.

Theses and papers in compilation theses that are authored by several people may only be approved for licentiate or doctoral degrees if it is possible to differentiate between the author's contributions. However, at least one of the papers must be individually authored.

The subject and language of the thesis are decided in consultation with the supervisors. A *summary* in English should be appended to a thesis in Swedish. If a thesis has been written in a language other than Swedish, Norwegian or Danish, it must include a summary in Swedish.

The doctoral thesis must be presented and defended orally in public. The time and place for the public defence is decided by the vice-chancellor. It must take place during a semester. A decision on an exemption for a public defence in another place or at another time is taken by the vice-chancellor after special request. The public defence must be announced in good time (at least three weeks) before the date of the public defence.

The defence must be led by a chairperson. At the defence there must be an external reviewer who examines the thesis' scholarly quality. The external reviewer must have at least associate professor level expertise. The decisions about the chair of the public defence, external reviewer and examining committee are made by the Faculty Board after a proposal from the steering committee for the research area. The steering committee acts on a proposal from the chair of the supervisory staff.

The grade for a doctoral thesis must be decided by an examining committee. The external reviewer may be present at the meeting of the examining committee and participate in discussions, but not in making decisions. The same applies to the supervisors and the chair of the public defence.

An examining committee normally has three members. Two of the members of the examining committee must be appointed from another higher education institution. Normally, the committee will consist of one member from the subject at Södertörn University, one member from the subject at another higher education institution and a third member from another higher education institution. The committee must appoint its chair internally. Even gender distribution must be aimed for when appointing members of the examining committee and the external reviewer. A substitute member must always be appointed in association with decisions on members of the examining committee.

A doctoral thesis must be given one of the following grades: Pass or Fail. When grading, the content of the thesis and its public defence must be considered. A motivation for the decision to award a Pass grade must not be stated on the certificate or in the minutes of the examining committee. A member of the examining committee who wishes to register a reservation regarding the majority decision may

have this noted in the minutes of the meeting or other documentation of the decision, but not on the degree certificate.

Normally, all course credits must be completed before the public defence takes place.

7. Admission to third-cycle programmes for the purpose of earning a licentiate degree

Business Studies has no specific admission to licentiate programmes, but a Degree of Licentiate may be one stage of a Degree of Doctor.

A licentiate degree covers 120 credits, as follows:

- Courses, 45 credits
- 75 credits for a licentiate thesis.

The thesis must be reviewed at a seminar held during a semester. The reviewer must have at least a doctoral degree and good knowledge of subjects and methods that are essential to the thesis. The thesis must have been available at the academic school, research area and at the university library at least two weeks prior to the seminar.

The grade for the thesis is decided by an examining committee consisting of three members of teaching staff, of whom at least one is a professor; other members should have at least a doctoral degree. The reviewer may be included in the examining committee.

The reviewer and examining committee are appointed by consultation between the supervisory staff and the subject coordinator. Grades for courses and the thesis may be either Pass or Fail. In otherwise applicable areas, the licentiate degree shares the same regulations as the doctoral degree in Business Studies.