

GENERAL SYLLABUS FOR THIRD-CYCLE PROGRAMMES IN ETHNOLOGY AT SÖDERTÖRN UNIVERSITY

This syllabus applies to programmes leading to a Doctor of Philosophy and to programmes leading to a Licentiate degree. This document is subordinate to the Swedish Higher Education Ordinance and Södertörn University's local *Regulations for Third-Cycle Education at Södertörn University* (reg. no. 1417/11/2011).

1. Qualitative targets

Qualitative targets for doctoral degrees are established in the Higher Education Ordinance's System of Qualifications, as follows:

Knowledge and understanding

For the degree of Doctor of Philosophy the doctoral student shall

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

Competence and skills

For the degree of Doctor of Philosophy the doctoral student shall

- demonstrate the capacity for scientific analysis and synthesis as well to review and assess new and complex phenomena, issues and situations autonomously and critically,
- demonstrate the ability to identify and formulate issues with scholarly precision critically, autonomously and creatively, and to plan and use appropriate methods to undertake research and other qualified tasks within predetermined time frames and to review and evaluate such work,
- demonstrate through a documented research project the ability to make a significant contribution to the formation of knowledge through his or her own research,
- demonstrate the ability in both national and international contexts to present and discuss research and research findings authoritatively 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, and
- demonstrate the capacity to contribute to social development and support the learning of others both through research and education and in some other qualified professional capacity,

Judgement and approach

For the degree of Doctor of Philosophy the doctoral student shall

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

Documented research project (doctoral thesis)

For the degree of Doctor of Philosophy the doctoral student shall have been awarded a pass grade for a documented research project (doctoral thesis) of at least 120 credits.

Local intended learning outcomes

In addition to the national intended learning outcomes for a doctoral degree, after completing a third-cycle programme in Ethnology at Södertörn University the doctoral student shall demonstrate in-depth knowledge of different types of ethnological perspectives, methods and analytical tools for examining life forms, conceptualisations and cultural change in Europe. This covers advanced insights into people's everyday lives from both long and short term perspectives, with a particular focus on transformation and transnational processes linked to Europeanisation and globalisation.

A person who has completed a doctoral programme in Ethnology shall be able to demonstrate solid insights into the role of Ethnology and its potential in a broad social perspective. This person shall also have acquired excellent skills in critical reflection regarding his/her own role in the research process and the research results' social and cultural consequences for the relevant parties. A person who has completed a doctoral programme in Ethnology shall be familiar with the profile areas of *Historical Studies* and the research that is done there.

Qualitative targets for Licentiate degrees are established in the Higher Education Ordinance's System of Qualifications, as follows:

Knowledge and understanding

For a Licentiate the doctoral student shall

- demonstrate knowledge and understanding in the field of research including current specialist knowledge in his or her field as well as specialised knowledge of research methodology in general and the methods of the specific field of research in particular.

Competence and skills

For a Licentiate the doctoral student shall

- demonstrate the ability to identify and formulate issues with scholarly precision critically, autonomously and creatively, and to plan and use appropriate methods to undertake a research project and other qualified artistic tasks within predetermined time frames in order to contribute to the formation of knowledge as well as to evaluate this work,
- 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

For a Licentiate the doctoral student shall

- demonstrate the ability to make assessments of ethical aspects of his or her own research,
- demonstrate insight into the possibilities and limitations of science, its role in society and the responsibility of the individual for how it is used, and
- demonstrate the ability to identify the personal need for further knowledge and take responsibility for his or her academic development.

Documented Research projects

For a Licentiate degree the third-cycle student shall have been awarded a pass grade for a research project of at least 60 credits.

Local intended learning outcomes

In addition to the national intended learning outcomes for a Licentiate degree, after completing a third-cycle Licentiate programme in Ethnology at Södertörn University the third-cycle student shall have assimilated knowledge of different types of ethnological methods and analysis tools for examining life forms, conceptualisations and cultural change in Europe. This covers advances insights into people's everyday lives from both long and short term perspectives, with a particular focus on transformation and transnational processes linked to Europeanisation and globalisation.

A person who has completed a third-cycle programme in Ethnology shall be able to demonstrate insights into the role of Ethnology and its potential in a broad social perspective. This person shall also have acquired skills in critical reflection regarding his/her own role in the research process and the research results' social and cultural consequences for the relevant parties. A person who has completed a third-cycle programme in Ethnology shall be familiar with the profile areas of *Historical Studies* and the research that is done there.

2. Entry requirements

A person is eligible for third-cycle education if he/she fulfils 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

In accordance with the Higher Education Ordinance, to fulfil the general entry requirements for third-cycle courses and programme the applicant must have 1) a second-cycle degree and 2) have completed courses worth at least 240 credits, of which at least 60 credits must be at second-cycle level. The general entry requirements are also fulfilled by someone who has acquired substantially equivalent knowledge in some other way in Sweden or abroad.

An applicant who fulfilled the general entry requirements for third-cycle studies before 1 July 2007 shall continue to be considered eligible for third-cycle studies, but only until the end of June 2015.

The Faculty Board may permit an exemption from the general entry requirements for an individual applicant, if there are special grounds.

2.2 Specific entry requirements

Specific entry requirements for admission to third-cycle courses and programmes in Ethnology are fulfilled by a person who has a pass grade for a second-cycle degree project in Ethnology.

The specific entry requirements are also fulfilled by someone who has acquired substantially equivalent knowledge in some other way in Sweden or abroad.

The ability to assimilate academic material in Swedish, Danish, Norwegian and English and a command of the language necessary for work on the thesis are prerequisites for completing the degree programme.

The requirement to assimilate academic material in Swedish does not apply to doctoral students who are admitted to the Baltic and East European Graduate School (BEEGS).

3. Admission

3.1 Admission and selection

Only applicants who are employed on doctoral studentships may be admitted to third-cycle programmes in Ethnology at Södertörn University. However, the Faculty Board may admit an applicant who has a different form of student funding if the Faculty Board assesses that the financing can be guaranteed for the entire programme and that the applicant can dedicate enough time to the programme to assume its completion within eight years.

Applications for admission to third-cycle education should be sent to the university. The decision on admission to third-cycle programmes is made by the Faculty Board after preparation by the research area of *Historical Studies*. The normal case is that the Faculty Board decides whether to admit or reject an applicant on the basis of the research area's overall assessment of the application and the results of interviews with the applicant and his/her references.

The basis for selection among eligible applicants for third-cycle programmes in Ethnology at Södertörn University is the level of ability to assimilate such a degree programme. Admission regulations are stated in the *Regulations for Third-Cycle Education at Södertörn University*. The application is assessed on the basis of the following criteria:

1. The applicant's merits and expertise
2. The quality of the research project
3. The suitability and feasibility of the research project as a doctoral project
4. The funding plan
5. Whether issues of research ethics have been considered
6. Whether sufficient collected supervisory capacity exists to provide good and professional supervision and relevant expertise

In association with admission to BEEGS, the research plan will be assessed according to its basis in the graduate school's specific geographic area: its orientation to the Baltic states or Eastern Europe.

The applicant's merits and expertise (item 1 above) are assessed more specifically as follows:

Previous education is evaluated on the basis of both its depth and breadth.

Degree projects from both the first-cycle and second-cycle and, where relevant, other written academic production are assessed on the basis of the following criteria:

- The ability to complete a result-oriented and systematic empirical investigation
- Critical ability
- Analytical stringency
- Theoretical awareness
- Creativity
- Autonomy in both the formulation of problems and their analysis
- Academic progression
- The ability to comply with given timeframes

If two applicants are assessed as equal, the applicant who has written papers/degree projects on different themes at different levels has an advantage over the applicant who has written papers/degree essays on one and the same theme.

Assessment of a research project's quality, suitability and feasibility (items 2-3 above) is based on the thesis plan. In a thesis plan, the applicant describes the proposed research project in brief (no more than five pages). The description shall contain a formulation of the problem and an outline for how the research work will be carried out. The plan shall be written solely by the applicant. The plan is assessed on the basis of its:

- Relevance
- Originality
- Feasibility within the given timeframe

The applicant's cooperation skills and aspects relating to equal opportunities may also be taken into account. The applicant's communication and cooperation skills are assessed on the basis of references, statements or interviews. In the case of equally merited applicants, priority will be given to the underrepresented gender.

4. Programme content

4.1 General

The programme is planned in such a way that it requires four years for students who study full-time. This presupposes that the doctoral student is dedicated to his/her studies and makes efficient use of teaching and supervision.

For part-time studies, the period of study is extended in proportion to the reduction in the pace of studies.

The course-based part of the programme covers literature studies worth 60 credits. The authorship of an academic thesis is the equivalent of three years' full-time studies, i.e. 180 credits. In addition, the programme includes active participation in higher seminars in Ethnology at Södertörn University.

The doctoral student is expected to make regular presentations of his/her thesis work, which is usually done in the form of seminars. The following obligatory elements are included in the four-year third-cycle programme in Ethnology: In the first semester, the doctoral student presents the thesis' subject at a higher seminar in Ethnology. In the third semester, a first chapter is presented along with a preliminary outline. In the fifth term, there is a half-way seminar in which the doctoral student presents the introduction and two chapters from the thesis for review, examination and discussion by an external Ethnologist with a doctoral degree. In association with this, a special examining committee is appointed that consists of two Ethnologists from Södertörn University who have at least docent-level competence. At a subsequent meeting they contribute comments on the presented texts and on the issues presented during the examination and discussion. Apart from the doctoral students, the examiner and supervisor are also present. A final seminar is held in semester seven or eight. The examiner for the final seminar is usually appointed externally.

4.2 Courses

The programme includes 60 credits of courses. Of these, 30 credits are obligatory for doctoral students at BEEGS. For others, this figure is 22.5 credits. The remaining 37.5 or 45 credits comprise elective courses.

Course 1. Historiska studier – en introduktion, 7.5 credits

The course aims to provide basic knowledge of the area's academic perspectives and general field of knowledge. Particular emphasis is placed on literature associated with the area's four profiles: Baltic and Eastern European Studies, Gender Studies, Contemporary History, and Cultural Heritage and Cultural Processes. The focus is decided on the basis of the contributions made by *Historical Studies'* different disciplines – Ethnology, History,

Archaeology and the History of Ideas. The ambition is also to train the doctoral student in the multidisciplinary approach required by area studies.

Course 2. Vetenskaplig teori och metod, 7.5 credits

The course aims to provide basic knowledge of current debates within theory and method, primarily in the subjects covered by the area of *Historical Studies*. Even if the course includes studies in each subject, the main focus remains multidisciplinary and transnationalism. The intention is to equip the doctoral student with area-specific knowledge of theory and method that can have an innovative and creative influence when writing a thesis that is authored in an individual subject.

Course 3. Aktuell forskning om Östersjöregionen och Östeuropa, 7.5 credits

The course consists of reading multidisciplinary academic studies that are linked to the specific geographic area studied at the Baltic and East European Graduate School (BEEGS). The aim is to provide the doctoral student with insight into completed and ongoing research into the region. This includes cultural studies and provides the doctoral student with the opportunity to locate his/her own thesis work in this broad field of research. This course is only obligatory for doctoral students at BEEGS.

Course 4. Läs kurs med områdesöversikt, 7.5 credits

The course will familiarise the doctoral student with research within the field covered by the thesis. The doctoral student must autonomously identify and delimit a relevant field of research, covering both classical work and frontline research. Additionally, the doctoral student must practise systematisation and position himself/herself as regards the dominant scientific themes and perspectives within Ethnological research traditions. The course's literature list is drawn up in consultation between the doctoral student and supervisor.

Other courses are chosen in consultation with a supervisor.

The courses are examined both orally and in writing. The written presentation is discussed and problematised with an examiner at oral examinations or seminars. Courses common to the area and courses linked to research schools or other higher education institutions are examined by the teacher who is responsible for the course, after approval by the principal supervisor. The courses are graded with either Pass or Fail.

4.3 Thesis

The applicant must briefly describe his/her proposed area of research when applying for admission. The research plan shall include a formulation of the problem and an outline of how the research will be conducted.

On admission, the doctoral student and supervisor jointly establish and plan the subject of the thesis.

The thesis must be either a unified and continuous piece of academic work (monograph thesis) or a compilation of academic works with an introductory summary (compilation thesis). The works may be authored by the doctoral student in cooperation with another researcher.

The scientific investigation and the achieved results shall be presented with such quality that the thesis (including the works in a compilation thesis) is assessed as fulfilling appropriate demands for acceptance by an academic series or good quality journal. The following requirements otherwise apply in order for the thesis to achieve a Pass grade:

- That the thesis is the result of an autonomous work that has provided new research

- That the aim, problem and method are clearly stated and motivated
- That the methodology is used correctly and with relevant source material
- That the research situation is presented in such a manner that previous research is clearly differentiated from the doctoral student's own research contribution as presented in the thesis
- That the material is presented and characterised and that the manner in which the material has been delimited is presented and motivated
- That academic rigour is well observed as regards notes, source and reference lists, any tables and diagrams, etc.
- That the thesis is organised in a logical and consistent manner
- That the thesis is linguistically acceptable
- That the results are summarised

The doctoral thesis may be written in Swedish, Norwegian, Danish or English. If it is not written in English it must include a summary in English. This summary must be so detailed that a reader with no knowledge of the language used in the thesis can obtain a clear idea of the thesis' aim and primary content, the scientific method that was used and the results that were achieved. Reference shall be made to the thesis' different chapters. On examination, assessment of the summary shall be included in the assessment of the entire thesis.

A short abstract in English of no more than 500 words shall be appended to every doctoral thesis. The abstract must: state the title of the thesis; the language in which it is written; author, higher education institution and department; present the content of the thesis and thus cover its organisation, problem, methods, theories and results; provide keywords and other information of significance for literature searches in automatic information systems.

5. Supervision

Each third-cycle student must have two supervisors. The principal supervisor is appointed at the start of third-cycle studies. He/she must be a professor or have at least docent-level competence and be permanently employed by Södertörn University, preferably within the area of *Historical Studies*. The principal supervisor has overall responsibility for the student's third-cycle education and for the quality and progress of work on the thesis. He/she is appointed by the steering group for the area of *Historical Studies*.

The assistant supervisor is appointed by the steering group for the area of *Historical Studies* when the subject of the thesis is delimited. A person who is very familiar with the subject of the thesis should be sought for this task, initially among the teaching staff at Södertörn University, otherwise externally.

The supervisor provides advice and direction within the scope of the taught courses and through individual supervision.

Supervision shall take place through uninterrupted regular contacts from the start of the programme.

The principal supervisor and third-cycle student shall discuss the general organisation of studies. An important element of supervision is the drawing up and review of individual study plans, which must be drawn up at the start of the period of study and reviewed once per year.

The supervisor shall support the third-cycle student in organising work in such a way that studies can be completed within the time available.

The third-cycle student shall conduct his/her studies using the activities that have been validated in the individual study plan and contact the supervisor if there are any problems or changes.

A third-cycle student may change supervisor if he/she requests it. Such a request should be submitted to the area of *Historical Studies* at Södertörn University.

A supervisor has the right to resign as supervisor. If a third-cycle student significantly neglects his/her obligations as described in the individual study plan, the Faculty Board shall decide that the third-cycle student is no longer entitled to supervision or other resources for third-cycle education. In doing so, the Board must comply with the provisions of the Higher Education Ordinance.

If study resources for third-cycle education have been withdrawn, the third-cycle student may, on application to the Faculty Board, recover his or her entitlement to supervision and other resources. The third-cycle student must then demonstrate convincingly, by presenting prospective study results of considerable quality and scope or in some other way, that he or she can fulfil his or her remaining undertakings in the individual study plan.

6. Individual study plan

Each doctoral student in Ethnology must have an individual study plan. The provisions of the Higher Education Ordinance and the *Regulations for Third-Cycle Education at Södertörn University* apply when drawing up and processing the individual study plans.

An individual study plan for each doctoral student is drawn up in consultation between the student and supervisor at the start of the third-cycle programme. It must include overall planning for the period of study. An approximate time plan for the various elements of the thesis work and for the courses must be included. The plan should be more detailed for the coming year of activities and more general for subsequent years. The individual study plan shall be reviewed annually. This review shall clearly state how the programme is progressing.

Copies of the individual study plans and the revisions to the plans must, at least once per year, be sent to the director of studies the third-cycle education in *Historical Studies*.

7. Examination

7.1 Examination, doctoral degrees

A doctoral thesis shall be defended at a public defence as described in the provisions of the Higher Education Ordinance and the *Regulations for Third-Cycle Education at Södertörn University*. The thesis can be given one of the following grades: Pass or Fail.

To receive a pass grade on a doctoral degree the doctoral student must have received Pass on the knowledge tests that are part of the third-cycle programme and on the presented academic thesis.

The thesis shall be reviewed and defended at a public defence at Södertörn University. The defence shall take place in either Swedish or English.

The defence shall be led by a chairman. A faculty examiner shall be present at the defence. The external examiner must have a doctoral degree. The chairman and faculty examiner are specifically appointed by the Faculty Board for each public defence.

Proposals for examiners and members of the examining committee are provided by the area of *Historical Studies* at Södertörn University.

The grade for the doctoral thesis shall be decided by an examining committee. Unless there are exceptional circumstances, a person who has supervised the doctoral student may not be a member of the examining committee. The faculty examiner may be present at the meeting of the examining committee and participate in the discussion but not in making the decisions. The same applies to the supervisor, provided that the supervisor is not a member of the committee. In exceptional circumstances, the supervisor may be consulted by the examining committee.

During grading of the thesis, consideration must be paid to both the content of the thesis and its public defence. The decision to pass a thesis may not be motivated. However, the examining committee must motivate its decision to fail a thesis.

The doctoral student's supervisor determines whether the doctoral student should be recommended to present his/her thesis at a public defence. The supervisor's recommendation may not be understood as a guarantee that the thesis will receive a Pass after the public defence.

The recommended scope of a monograph thesis is 160 pages. A compilation thesis should have the same number of pages, as well as consisting of at least four articles and one summary.

7.2 Examination, Licentiate degree

A Licentiate thesis shall be defended publically in accordance with Södertörn University's regulations for Licentiate degrees. The thesis can be given one of the following grades: Pass or Fail.

To receive a pass grade on a Licentiate degree the doctoral student must have received Pass on the knowledge tests that are part of the third-cycle programme and on the presented academic thesis that is worth at least 60 credits.

The thesis shall be reviewed and defended at a public defence at Södertörn University. The defence shall take place in either Swedish or English.

The defence shall be led by a chairman. A faculty examiner shall be appointed for the public defence. The external examiner must have at least a doctoral degree. The chairman, external examiner and examining committee are specifically appointed by the steering group for the area of *Historical Studies* for each public defence.

The grade for the Licentiate thesis shall be decided by an examining committee. Unless there are exceptional circumstances, a person who has supervised the doctoral student may not be a member of the examining committee. The examiner may be present at the meeting of the examining committee and participate in the discussion but not in making the decisions. The same applies to the supervisor, as long as the supervisor is not a member of the examining committee. In exceptional circumstances, the supervisor may be consulted by the examining committee.

During grading of the thesis, consideration must be paid to both the content of the thesis and its public defence. The decision to pass a thesis may not be motivated. However, the examining committee must motivate its decision to fail a thesis.

The principal supervisor determines whether the doctoral student should be recommended to present his/her thesis at a public defence. The supervisor's recommendation may not be understood as a guarantee that the thesis will receive a Pass after the public defence.

The recommended scope of the thesis is 90 pages. A compilation thesis should have the same number of pages, as well as consisting of at least two articles and one summary.