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DALARNA

Dnr:C2022/629  
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Doctoral education in Health and Welfare with a focus on  
evidence-based practice with a degree in Care Sciences

## **Instructions for applying for a public defence/licentiate seminar in Care Sciences within the doctoral programme in Health and Welfare with a focus on evidence-based practice**

### **Contact and conflict of interest declarations**

In order to get the opponent and examining committee member that you want, it is good to be out in good time (8-12 months before the planned public defence). The chairperson and the three members of the examination committee (including substitutes) must be associate professors or professors. The opponent must have at least a doctoral degree. The opponent must not be employed at Dalarna University, and at most one member of the examination committee may be employed at Dalarna University. This means that all members of the examination committee can be external. Contact the director of studies regarding the choice of chairperson before making contact.

When all concerned have agreed on a possible date, the principal supervisor is responsible for ensuring that the declaration of conflict of interest is received by Dalarna University. Declarations of conflict of interest must be submitted by the opponent, all members of the examining committee, and substitutes.

The main supervisor emails the intended opponent, all examining committee members, and substitutes and includes in the email:

- An electronic link for filling in the declaration of conflict of interest:  
<https://blankett.du.se/sv/javsdeklaration>
- Name of the doctoral student, supervisor and all co-authors.

The opponent, examining committee members and substitutes must be completely independent of both the doctoral student, supervisor and co-author. The following are considered to be conflicts of interest:

- A conflict of interest exists in scientific collaboration and co-production that has taken place during the last five-year period. A joint article is sufficient to be counted as a co-production.
- A conflict of interest may exist for a period longer than five years if close cooperation has taken place.
- The doctoral student and supervisor relationship is assessed as a conflict of interest regardless of how long ago the collaboration took place.
- Kinship/close relationship where impartiality can be questioned

## Application for Dissertation/Licentiate Seminar

Notification of the public defence/licentiate seminar must be submitted at least 16 weeks before the planned date.

### The doctoral student's application

The doctoral student fills in the application: <https://blankett.du.se/sv/doktorand-anmalan-om-licdisputation>

The title of the thesis is stated on the form and this title **cannot be changed** after the application has been submitted (except for marginal changes that do not change the main meaning of the title). The title of the thesis should therefore be linguistically checked.

The following PDFs must be attached to the doctoral student's application:

- The doctoral student's summary of the licentiate thesis/doctoral thesis, including a complete list of the papers in the compilation thesis and a description of their own efforts as an author of the papers (1–1.5 pages). The PDF must be named: **Summary of the thesis** (or licentiate thesis) and **the doctoral student's surname**.
- All papers must be attached separately as PDFs. They should be named **Paper I, Paper II, Paper III, etc.** (such as the order of the thesis) and with **the doctoral student's surname**

### Principal supervisor's contribution to the application

The principal supervisor fills in the application: <https://blankett.du.se/sv/handledare-anmalan-om-licdisputation>

The following PDFs are attached to the principal supervisor's notification:

- Motivation for the election of an opponent, examining committee and reserve committee including links to their presentation pages if available, as well as a comment regarding the gender perspective in cases where only women or only men are represented (1 page in total). Proposals for coordinators in the examining committee are given by the main supervisor. The coordinator must not be active in the same department as the doctoral student or any of the supervisors. The PDF must be named: **Motivation for the choice of opponent and examining committee and the doctoral student's last name**.
- The supervisor's statement on the doctoral student regarding the doctoral student's contribution, independence, development and fulfilment of the intended learning outcomes, as well as an account of what ethical permits exist for the various sub-studies (including reference numbers) and that the permits cover the research carried out in the thesis work, or state the reason why ethical permission is not necessary, in both cases with reference to the individual study plan (1–1.5 pages) PDF must be named: **The supervisor's statement and the doctoral student's surname**.

## **Preview**

The director of studies sends the following to the examining committee:

- The doctoral student's summary of the licentiate thesis/doctoral thesis, including a complete list of the papers in the compilation thesis and a description of their own efforts as an author of the papers
- The supervisor's statement on the doctoral student regarding the doctoral student's contribution, independence, development and fulfilment of the general learning outcomes, as well as a report on what ethical permits exist for the various sub-studies
- The papers included in the thesis, i.e. published articles or manuscripts.

The members of the examining committee should individually express whether they think that the papers meet the scope and quality that corresponds to the learning objectives for four and two years of full-time study, respectively. The examining committee announces an overall recommendation that the public defence of the thesis is approved or not to the director of doctoral studies.

## **Decision on public defence/licentiate seminar**

The University Doctoral Programme Board makes a conditional decision on the time, place, chair, opponent, examining committee members and substitutes for the public defence/licentiate seminar. The decision is confirmed by the University Doctoral Programme Board, following a positive preliminary statement by the examining committee, no later than three months before the public defence/licentiate seminar is held.

If the decision is negative, the new date for the public defence/licentiate seminar may not be closer than three months from the first date stated.

## **Peer review of kappa and plagiarism control**

Before the thesis is sent for printing, the doctoral student must have completed a seminar at the School of Health and Welfare where the kappa is reviewed by, for example, two senior researchers and one doctoral student. The director of studies must also have carried out a plagiarism check of the coat.