

Department of Psychology
Lund University
May 26, 2006

Instructions for applying for admission to DOCTORAL PROGRAM IN PSYCHOLOGY

Prerequisites

See Plan for Doctoral Studies in Psychology

Application to the program

Application forms for admission to the doctoral program can be obtained from the Department. The deadline for submission of the completed forms is April 15th for acceptance to studies for the Fall Term, starting 1 September.

Acceptance into the program

Acceptance into the program requires that the applicant either be provided employment as a doctoral student, have received a scholarship covering the period of the doctoral studies, or have access to some other form of financing of an amount and duration that the Faculty Administration considers to be sufficient to cover the program of doctoral studies in its entirety and that allows the applicant to devote sufficient time to his/her studies so as to be able to complete them within a maximum of eight years. An interview with the applicant can also be required.

In accordance with the Swedish University Regulations, the Department employs the following criteria for acceptance of applicants into the program:

- 1) Adjudging the applicant to have the ability to successfully complete the program of doctoral training, as evidenced by her/his meeting reasonable criteria in any of the following areas considered applicable:
 - the quality of the plan for the doctoral work, particularly in terms of methodology and handling of the literature
 - refereed articles published internationally or manuscripts submitted for publication internationally (in journals or in books)
 - additional published articles of scientific character, primarily within the area of psychology
 - unpublished manuscripts (such as thesis papers or articles submitted to scientific journals)
- 2) That sufficient financing for the doctoral studies is available
- 3) That doctoral supervision in the area in question is available

A) Preliminary plan for the doctoral work

The plan for the doctoral work should be presented under the following headings:

- Area of scientific interest in a broad sense
- Title
- Background
- Relevant literature
- Aim
- Design and methods for collecting and analyzing the data
- Sample studied (number of subjects and selection and recruitment of them)
- References (in accordance with the APA manual)

The plan should be 3-4 pages in length, exclusive of the references (with type-size 12 and with 1.5 between-line spacing).

B) Time schedule

The time schedule for the doctoral work (a total of 4 years for full-time studies and 8 years for part-time studies) should include an approximate plan on a term-by-term basis.

C) Documentation of earlier studies and scientific work

The documentation should be submitted under the following headings: transcripts of studies, certificates of academic degrees, employment at present, and scientific reports (under the headings 1. Refereed articles published internationally, 2. Manuscripts submitted to refereed journals or books published internationally (specify the journal or book involved), 3. Other published articles, 4. Unpublished articles, 5. Thesis papers.) Articles or reports of a non-scientific character should not be listed.

Each of the documents submitted should be signed by a witness attesting to its authenticity. Submit one copy of each report, article or thesis referred to.

D) Financing plan

The financing plan should be as detailed as possible and cover a period of 4 years for full-time studies and 8 years for half-time studies.

External financing

- funds from a research grant or from governmental or community sources
- private funds
- financing by an employer
- a scholarship

The financing plan should be accompanied by documentation indicating the financial sum available.

Own financing

- study loan (with documentation of the amount available)
- own funds
- financial support provided by another person

The financial source and amount should be documented and, if the source is another person, a signed statement be provided.

E) Granting of credits for earlier courses

Credits for courses completed within the program of professional training as a psychologist (psykologexamen) can be approved, if adjudged to be adequate, as part of the course credits required under the doctoral program, up to a maximum of 15 study credits altogether.

Doctoral courses or courses of doctoral level completed earlier can be equated, up to a maximum of 60 credit points, with the courses that are offered, provided their content corresponds to that of comparable courses offered within the doctoral program.

Note that the length of time the candidate specifies as being needed to complete the doctoral studies should take account of the credits granted for courses taken earlier.

The application forms and documents submitted should be marked with the letters indicated above (A, B, C, D and E), be arranged in alphabetical order and be bound together.

For further information, contact

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Department of Psychology, Lund University, Box 213, 221 00 Lund, Sweden
Tel + 46 46-222 9115 (Mondays)
E-post: Erwin.Apitzsch@psychology.lu.se

Erwin Apitzsch
Director of Doctoral Studies

To be filled in by the applicant

Surname, all first names	Date of birth(year, month, day, Swedish reg number ¹)
Address for correspondence	Sex <input type="checkbox"/> Female <input type="checkbox"/> Male
Postal code, postal address	Telephone number with area code
E-mail	
Former surname, if any	Citizenship <input type="checkbox"/> Swedish <input type="checkbox"/> Other

Academic career

Title of basic university degree in original language/ in English	<input type="checkbox"/> Diploma is attached to application	Total Credits	Date of degree
University/College		Country	

Application to

University department	Faculty (Social Sciences, Humanities etc)
Academic discipline	<input type="checkbox"/> Application for change of academic discipline

Connection to other Swedish university/college

Possible present connection to other university/college, specify which
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Date

The applicant's signature

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Decision

Accepted to postgraduate studies (<i>Give code for academic discipline</i>)	Date	Semester when the programme starts
Department	Faculty	
Main supervisor	Assistant supervisor	
Assistant supervisor	Assistant supervisor	

The application is rejected

Date of decision

For the board of department

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PLAN FOR DOCTORAL STUDIES IN PSYCHOLOGY AT LUND UNIVERSITY

The Plan for Doctoral Studies was approved by the Administrative Board of the Department of Psychology on December 12, 2000, and by the Administrative Board of the Faculty on February 8, 2001. It follows the Guidelines for Doctoral Studies adopted by the Faculty of Social Sciences of Lund University on August 28, 2003.

1. Basic plan and content of the doctoral program

1.1 Aim of the program

The program of doctoral studies aims at providing qualified training in psychological research, in part in the form of an integration of general knowledge within the area and in part of providing thorough knowledge and understanding of psychological theory and psychological research methodology. The student is to develop the ability to carry on research independently and is to gain the psychological competence needed for later research, investigative or developmental work, or work within the public sector on a national, county or local level.

1.2 Content of the program

1.2.1 Doctoral degree

The program of training is one leading to a Doctor of Philosophy and consisting of 160 study credits, 60 of them for course work and 100 for the dissertation. The studies are normally full-time, covering a period of four years, but can also be completed on a part-time (at least 50%) basis within a maximum period of eight years.

1.2.2 Licentiate degree

The licentiate degree involves a total of 80 study credits consisting of 30 credits for course work and 50 credits for the thesis. The studies are normally full-time, covering a period of two years, but can also be completed on a part-time (at least 50%) basis within a maximum period of four years.

Parts of the course work overlap with the program of doctoral training.

Obtaining the licentiate degree can also constitute a part of the doctoral training.

2 Plan for the program of doctoral training

An individual studies program is worked out for each doctoral student. This consists of a time schedule for completion of the various parts of

the program, a description of the tasks and responsibilities of both the doctoral student and his/her supervisor during the various parts of the program, and an account of whatever else is considered important to facilitate completing the studies effectively. The student's progress and adherence to this plan are to be checked on by the Department Head, who is to be informed of these matters both by the student and by the supervisor, at least once each year.

2.1 Courses and additional requirements

Some of the courses within the doctoral program are given less frequently than once each term or once a year, due either to a limited demand for them or to limitations in teaching resources. It is important that the plan of studies a student draws up take account of this. Information regarding the courses offered and when they are to be held, as well as the content of each course and the literature for it, can be obtained either from the teachers involved, the various supervisors of doctoral theses, or the Secretariat of the Department.

It is expected of doctoral students that they be active in attending the seminars held at the Department and that they present their research at Department seminars regularly so as to receive constructive comments from others regarding their work.

2.1.2 Course work required of doctoral students

The following course work is to be completed by all doctoral students:

1. The course "Research methodology and statistics" (10 points), which is obligatory.
2. Various optional courses and seminars, as described in the course catalogue (50 points altogether), are likewise to be taken.

Unless specified otherwise, having completed and passed the required course in research methodology and statistics is a prerequisite to attending the various optional courses and seminars. A student should attend this required course at the first opportunity possible.

In order to obtain an appropriate breadth of knowledge in the optional courses selected, a student is to complete courses for 20 points in areas of psychology outside the area with which the thesis is concerned, and courses for the remaining 30 points in at least two different areas of psychology directly related to the thesis. The courses in question should be decided upon jointly by the doctoral student and his/her supervisor.

2.1.3 Course work required of candidates for the licentiate degree

The following course work is to be completed by all candidates for the licentiate degree:

1. The course "Research methodology and statistics" (10 points), which

is obligatory.

2. Various optional courses and seminars, as described in the course catalogue (20 points altogether), are likewise to be taken.

Unless specified otherwise, having completed and passed the required course in research methodology and statistics is a prerequisite to attending the various optional courses and seminars. A student should attend this required course at the first opportunity possible.

In order to obtain an appropriate breadth of knowledge in the optional courses selected, a student is to complete courses for 10 points in areas of psychology outside the area with which the thesis is concerned, and courses for the remaining 10 points in an area of psychology directly related to the thesis. The courses in question should be decided upon jointly by the doctoral student and her/his supervisor.

2.2 Thesis

2.2.1 Doctoral degree

To obtain the doctorate, a student must complete the required course work and a doctoral thesis. The thesis should be based on independent research, be methodologically sound, take adequate account of relevant theories in psychology, and be of relevance for research within the area selected. The student must defend the thesis in a public disputation in the manner stipulated by the Swedish University Regulations.

A thesis written by two persons can be accepted as a doctoral dissertation if the separate contributions of the two authors can be distinguished and if the contribution of each is adjudged to be equivalent to what would be required of a single author of a dissertation.

The principle of taking part in a half-time control of one's work applies to doctoral students accepted after April 1, 1998. For those studying full-time, it takes place in the 5th term of studies in the form of a seminar within the Department in which the student, his/her supervisor and at least two persons of the rank of assistant professor or higher from other departments participate. This half-time control has the function of providing insight into the extent and the quality of the student's work up to that point and of providing the student constructive criticism applying to his/her continued work with the dissertation.

2.2.2 Licentiate degree

To obtain the licentiate degree, a student must have successfully completed both the required course work and the thesis. The thesis is to be taken up in a seminar.

2.3 Courses, seminars and supervision provided

Courses, seminars and supervision are provided for both doctoral students and candidates for the licentiate degree.

2.3.1 Courses

The course in research methodology and statistics aims at providing thorough training in the planning and conducting of scientific work, including the collecting and evaluation of data. The taking of optional courses and the attending the relevant seminars are to proceed parallel to work on the thesis.

2.3.2 Supervision

Students who have been accepted to graduate studies have the right to receive supervision during a four-year period in the case of full-time doctoral studies and during a two-year period in the case of full-time studies toward the licentiate degree. The supervision consists in part of help in selecting the area for the dissertation and in part of continuous support while working on the dissertation.

Each student is assigned one or more supervisors. If the main supervisor lacks certain specialized knowledge needed for supervising the student's work, or if further help is needed for some other reason, an assistant supervisor with the qualifications required is appointed. The doctoral student, the main supervisor and the assistant supervisor should all be in agreement regarding appointment of the latter.

A doctoral student has the right to request a change of supervisor.

2.4 Course literature

The course literature for each of the doctoral courses is given in a separate catalogue.

3 Withdrawal of the right to supervision and to other resources

If the supervisor feels a doctoral student has neglected his/her obligations in terms of his/her individual study plan to a marked degree, and if no possibilities are seen for remedying the situation, the supervisor should report this to the Department Head in writing. The Department Head should then give the student the opportunity to reply. After that, the Department Head is to determine whether the matter should be taken up by the Faculty Board for a decision regarding possible withdrawal of resources to the student in line with Chap. 8 § 10 of the Swedish University Regulations (HF). The Faculty Board should also determine whether the Department has fulfilled its obligations toward the student. The doctoral student, in turn, can exercise his/her right under Chap. 8 § 11 of HF to apply for re-attainment of his/her rights to supervision and to other resources.

4 Requirements for acceptance into the doctoral program

Acceptance into the doctoral program in psychology requires the following:

- having obtained at least 120 course credits at an undergraduate level at a university, or in some other institution providing comparable training, either in Sweden or in some other country;
- that the student have passed courses at this level within an integrated program of training in psychology for at least 60 course credits, including a course in research methodology as a third-term or higher-term course within this program. In addition, an independent research project, preferably of empirical character, should have been carried out providing at least 20 points of course credits, at least 10 of them in psychology.

5 Acceptance into the program

The application for acceptance into the doctoral program is to be submitted on forms available at the Department so that the Department is in receipt of it by September 15th for acceptance into the Spring Term and by April 15th for acceptance into the Fall Term.

Being accepted presupposes a student's receiving either employment as a doctoral student or a doctoral scholarship, or having some other form of financing, in each case covering the entire period of doctoral training and allowing the student to devote sufficient time to her/his doctoral studies to be able to complete them within a maximum of eight years.

The Department makes a selection of candidates in line with Swedish University Regulations, a selection which in part is based on the Department's possibilities of providing appropriate training and supervision, and in part on the student's ability to profit from the training. The Department Head makes the final decision regarding the selection of candidates.

6 Examinations and standards required

The preliminary draft of the dissertation is discussed critically in a seminar prior to its being presented in public proceedings at the disputation.

The form for examinations in each graduate course is decided upon by the teacher responsible for the course. Examination are as a rule given during or at the end of a course, although students who apply for this can also be given examinations at other times.

Grading is in terms of pass or fail. Both the doctoral dissertation and the licentiate thesis are also graded as either pass or fail. The grading of a doctoral dissertation and of a licentiate thesis takes account both of the content of the thesis and of the student's defence of it. To obtain the doctoral or the licentiate degree, both the course work and the thesis must be successfully completed.

Before presenting the doctoral dissertation at the disputation, a student should have completed all course work and passed all courses.

Doctoral courses a student has completed and passed at another university can, if adjudged to be appropriate, be accepted as representing part of one's doctoral training.

Lund University
Department of Psychology

APPLICATION FOR ACCEPTANCE TO DOCTORAL STUDIES

Name _____

Person-number (if a Swedish resident) _____

Street address _____

City/(State)/Country/Postal zone no. _____

Tel. _____ (work), _____ (home)

E-mail _____

Present employment (if applicable) _____

Study intensity: full-time part-time (indicate percent) _____

I am able to conduct my doctoral research project _____ percent of full-time.

I plan to carry out my course work at a level of activity of

- 50% (corresponding to 20 hours per week)
- 100 % (corresponding to 40 hours per week)

My application includes the following:

- Acceptance to doctoral studies
- Application for acceptance to doctoral studies
- Plan for the doctoral work (Attachment A)
- Time schedule (Attachment B)
- Documentation of earlier studies and scientific work (Attachment C)
- Financing plan (Attachment D)
- Application for approval of credits for earlier courses (Attachment E)

The application should be received by the Director of Doctoral Studies by **April 15th**.

Director of Doctoral Studies
Erwin Apitzsch
Department of Psychology
Lund University
Box 213
221 00 Lund
Sweden

D) FINANCING OF DOCTORAL STUDIES

Name _____

Acad. year	Method of financing	Possible comments
07-08		
08-09		
09-10		
10-11		
11-12		
12-13		
13-14		
14-15		

Any break in the program of studies which is planned _____

