

## INSTRUCTIONS TO THE PRELIMINARY EXAMINERS AND THE OPPONENTS

<p><b>REQUIREMENTS FOR A DOCTORAL DISSERTATION AT LUT</b></p>	<p>The dissertation may be an article-based or a monograph dissertation consisting of refereed scientific publications on the research topic and a summary of them. The dissertation shall contribute new scientific knowledge to its field. The author shall explicitly explain his or her own contribution to the research at the beginning of the dissertation.</p> <p>Further information: <a href="#">LUT dissertation regulations</a>.</p>
<p><b>TWO STAGES OF THE EXAMINATION PROCESS</b></p>	<p>There are two stages in the approval of a doctoral dissertation: 1) the preliminary examination and 2) the public examination of the dissertation. The preliminary examiners can request corrections and additions to the dissertation.</p> <p>At the public examination, the dissertation and the ability of the candidate to defend it will be examined and assessed.</p>
<p><b>THE FIRST STAGE: THE PRELIMINARY EXAMINATION</b></p>	<p>A preliminary statement on the dissertation is requested from at least two external experts. On the basis of these statements, the Academic Council decides on whether or not to grant the permission to print the dissertation. The preliminary examination is the most essential part of the examination process of the dissertation.</p> <p>The preliminary examiners may ask the doctoral candidate to make changes to the manuscript. Suggestions concerning minor changes can be communicated directly to the candidate either orally or in writing. Although preliminary examiners are not expected to do the work of the supervisor of the dissertation, suggestions concerning improvements are desirable and a central part of the preliminary examination. If an examiner requests changes to the manuscript, it is recommended that these changes will be made during the preliminary examination process.</p> <p>If the dissertation is in the form of separate refereed publications and a summary, the preliminary examination should primarily concern the summary. However, it is recommended that the examiners evaluate in their statement whether the publications compose a clear and coherent subject for research.</p>

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<p style="text-align: center;"><b>THE STATEMENT OF THE PRELIMINARY EXAMINERS</b></p>	<p>The preliminary examiners shall write a free-form statement in which particular attention should be paid to the following points:</p> <ul style="list-style-type: none"> <li>- Realization of work and overall quality of research work</li> <li>- Documentation and presentation of the work</li> <li>- Scientific novelty and contribution to the discipline</li> <li>- Publications and contribution of the candidate</li> </ul> <p>The preliminary examination statement (approximately 2-3 pages) should be submitted for the Academic Council <i>within two months after receiving the manuscript of the dissertation</i>. If changes to the work are required, this may naturally prolong the examination process.</p> <p>The preliminary examiners should clearly express whether they are for or against granting the permission to print the dissertation. In other words, they should not, for instance, recommend that the dissertation may be printed only under certain conditions.</p>
<p style="text-align: center;"><b>THE SECOND STAGE: PUBLIC EXAMINATION AND THE ORAL STATEMENT</b></p>	<p>The Academic Council makes the final decision whether the dissertation is ready for publication and the public examination. At the same time, one or two opponents are appointed.</p> <p>The dissertation will be defended in a public examination, which is open to the general audience as well. After the opening words of the custos and the lectio praecursoria given by the doctoral candidate the opponent (or one of the opponents) gives a short oral statement concerning the position and the scientific significance of the dissertation in its field.</p> <p>After this, the doctoral dissertation is examined and the opponents pose the doctoral candidate both general and detailed questions concerning the work. The examination usually takes 2-3 hours. However, the maximum duration of an examination is four hours.</p> <p>At the end of the public examination, one of the opponents orally presents the final statement in which he/she evaluates</p> <ul style="list-style-type: none"> <li>- the merits and the deficiencies of the work taking into account its scientific novelty</li> <li>- the way the work has been carried out</li> <li>- its results and documentation and</li> <li>- the ability of the doctoral candidate to defend his or her work at the public examination</li> </ul> <p>Further information: <a href="#">Instructions for the public examination at LUT</a></p>

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<p><b>WRITTEN STATEMENT</b></p>	<p>After the public examination, the opponent prepares a written statement on the dissertation (approximately two pages). In case there are two opponents, the statement may also be a joint statement. In addition to the oral statement given at the public examination, the opponent(s) may bring forth in their written statement certain new points that arose at the examination.</p> <p>The final statement shall include the suggestion for the grade (<i>approved</i> or <i>approved with distinction</i>). It is strongly recommended that the opponents prepare their statement immediately after the public examination.</p>
<p><b>ASSESSMENT</b>  (grades approved/approved with distinction)</p>	<p>The Academic Council makes the final decision on the acceptance and assessment of the dissertation based on the statement of the opponent(s).</p> <p>The objective at Lappeenranta University of Technology is that the number of dissertations approved with the grade <i>approved with distinction</i> should not exceed 10-15 % of all of the doctoral dissertations.</p>