

24/08/2009



LUNDS
UNIVERSITET
Sociology of Law

Policy for Third-Cycle Courses and Study Programmes in Sociology of Law

Applicable documents for the doctoral education in sociology of law

The Swedish Higher Education Act, Higher Education Ordinance, Policy for third-cycle courses and study programmes at third-cycle courses and study programmes at Lund University (decision by the Vice-Chancellor 21/06/2006), Decision of the Faculty Board 31/05/2007 (Instructions for third-cycle study programmes at the Faculty of Social Sciences), General study plan for third-cycle courses and study programmes to obtain a doctoral degree in sociology of law (31/05/2007), Guidelines for the Review of Individual Study Plans at the Sociology of Law Unit (15/06/2009).

The Academic Supervisors' College (Handledarkollegietm HLK)

The Chair, convener and taker of the minutes is the Director of Research Studies who are appointed by the Faculty.

The Doctoral Education Coordinator is the rapporteur in the committee. The members are academic supervisors who are employed at the Sociology of Law Unit. Meetings in the HLK take place if necessary or at least twice per term.

Information for HLK's assessment of meeting the entry requirements, ranking and finances with the admission of licentiate students and doctoral students after preparation by the Director of Research Studies.

For each doctoral student, a principal academic supervisor who is an associate professor (*docent*) at the minimum and at least one additional academic supervisor (HF 6:31). The doctoral student has the right to academic supervision for a period corresponding to full-time studies for four years. A doctoral student who so requests has the right to a change of academic supervisors.

The committee shall appoint academic supervisors. Completed introductory training for academic supervisors in third-cycle courses and study programmes are in addition to the competence requirement in the previous paragraph is a requirement to be appointed as the principal academic supervisor or academic supervisor for doctoral students.

Proposals are submitted to the committee regarding the principal academic supervisor and at least one other academic supervisor after preparation by the Doctoral Education Coordinator, and after a dialogue with the doctoral student and the academic supervisors in question.

Distribution of the remuneration to the academic supervisors and the supervision time are to be discussed, and then decided by the Director, in connection with the Individual Study Plan. Similarly the work and the division of responsibilities between the academic

supervisors is to be clarified and documented in writing in connection with the establishment and revision of the individual study plan for third-cycle studies.

5.3 Individual Study Plan for third-cycle studies

An individual study plan for third-cycle studies (ISP) is to be established upon admission of a doctoral student and is revised in February each year at a meeting between the doctoral student and the academic supervisor, who also follow up the plan in October. Preparation and revision shall take place in consultation with the Director. The ISP must be signed by the doctoral student, academic supervisor and Director and kept in a folder with at the Programme Administrator.

Term registration

The Programme Administrator initiates and manages the term registration. The doctoral student indicates the degree of activity after a discussion with their academic supervisor.

Seminar activities for doctoral students

The doctoral student must hold at least three seminars during the doctoral program: a start seminar (first term or beginning of the second term); middle seminar and a final seminar with a discussant (primarily an external researcher, however even an internal researcher can be used if deemed appropriate).

The dissertation can be designed either as a single coherent work (monograph dissertation) or as a number of scholarly essays that is provided with an initial summary where the parts, a collection of articles are inserted into a whole (compilation dissertation, or dissertation by published works). In other respects, reference is made to "Instructions for the education at the doctoral level at the Faculty of Social Sciences" (2007:05:31).

The Doctoral Education Coordinator is responsible for handling and updating a rolling term schedule with the planning and scheduling of the doctoral seminars. This schedule is spread and posted to the unit's secretary for communication with the Doctoral Education Coordinator.

Materials for the upcoming seminar are to be sent to everyone at RÄS via e-mail or on paper no later than one week prior to the scheduled date for the seminar. In the case of a final seminar, the period if two weeks apply prior to the scheduled date.

The seminars will, in principle, be held on Wednesdays, which is a day without classroom instruction.

Courses and course activities

The doctoral student and academic supervisor jointly and continuously plan which of the doctoral education's compulsory and elective courses the doctoral student will follow, as well as participation in higher education pedagogical teacher training courses.

Third-cycle courses in sociology of law are planned by the Doctoral Education Coordinator in collaboration with the Director, the unit's teachers and researchers. Decisions are made in the committee after presentation by the Doctoral Education Coordinator.

Manager appointed examiner of the courses in the graduate program after consultation with the Doctoral Education Coordinator.

The doctoral student is responsible for the credits for the courses taken being signed by the examiner and submitted to the Programme Administrator for entry into Ladok.

The doctoral student is responsible for – after communication with their academic supervisor – that the point earned lead to promotion in the salary ladder for doctoral students (which is managed by Management and Support Services).

Departmental duties

During the four years of the educational programme, departmental duties may not exceed 20% of full-time employment, i.e. 340 hours/year.

Completed teaching at GU, and departmental duties in general, is coordinated at the end of each term with the Director of Studies, who submits the information to the Management and Support Services for entry in the respective doctoral student's file.

Doctoral student assistant in sociology of law

Each year, the doctoral student group elects a “doctoral student assistant” for one year or six >months, which is currently 5% of full-time employment and constitutes departmental duties.

The doctoral student assistant represents the doctoral students in the committee and is an adjunct member in HLK on the issues that concern the doctoral students.

The doctoral student assistant is the doctoral students' representative in matters concerning third-cycle courses and study programmes and, if necessary, raises issues in the committee as well as in conversations with the Doctoral Education Coordinator and Director.

Policy adopted at the Legal Sociology Unit's committee meeting on 24 August 2009.