



17.6.2019

## Call for Applications for Doctoral Candidate Position at the University of Turku Graduate School, Doctoral Programme in Mathematics and Computer Sciences (MATTI)

### 1. Short description of the doctoral programme

In Doctoral Programme in Mathematics and Computer Sciences (MATTI) the following academic disciplines are represented: mathematics, statistics, phonetics and ICT from three different viewpoints: natural sciences, technical sciences as well as economics. The webpages of the Doctoral Programme can be found at: [www.utu.fi/matti](http://www.utu.fi/matti).

### 2. Application period and what can be applied for

During the application period **2 September – 20 September 2019**, the Doctoral Programme in Mathematics and Computer Sciences MATTI invites applications for:

**a) *The right to pursue a doctoral degree at the University of Turku in the faculty of Science and Engineering, or at the Turku School of Economics (Information Systems Science as field of research)***

The right to pursue a doctoral degree begins on 1 January 2020.

**b) *A fixed term doctoral candidate position***

The doctoral training position begins on 1 January 2020 at the earliest and it can be applied for a maximum of four years (up to until 31 December 2023). The position is primarily intended for full-time doctoral dissertation research with the aim of completing the doctoral degree in four years. Duties assigned to a doctoral candidate employed on a UTUGS-funded training position, other than those related to doctoral dissertation research, must not compromise the full-time doctoral dissertation research. As a rule, teaching can be at most 5% (maximum about 81 h/ academic year) of the annual working time of the Doctoral Candidate.

The salary is based on the salary system of Finnish universities and it consists of a task-specific salary component and personal performance salary component. The task-specific salary component of the doctoral candidate is at level 2–4, where the position-specific salary component is 2033.29 – 2535.20 € per month. In addition, there is a component based on personal performance, which is at most 6-50 % of the position-specific salary. The task-specific salary component is typically on the level 2 at the beginning of the doctoral training. The position has probation period of six months.

**c) *Both of the above (a and b)***

### 3. Who may apply

#### **3.1 *The right to study for a doctoral degree at the Faculty of Science and Engineering or at the Turku School of Economics at University of Turku can be applied by***

Persons who meet the eligibility criteria for pursuing a doctoral degree, as stipulated in the Universities Act (558/2009, Section 37) as well as the eligibility criteria for the right to study for a doctoral degree at the [Faculty of Science and Engineering](#), or [at the Turku School of Economics](#).

The degree that gives eligibility for the study right for a doctoral degree must be completed by the application deadline, 20 September 2019. In the Faculty of Science and Engineering, student graduating after the application deadline may apply, on the condition that she/he graduates and submits the scanned copy of the original degree certificate (in the original language) and final



17.6.2019

transcript, and their English, Finnish or Swedish translations by 15 November 2019 to [scidocstudies@utu.fi](mailto:scidocstudies@utu.fi). When applying for Information Systems Science at the Turku School of Economics, the degree that gives eligibility for the study right for a doctoral degree must be completed at the latest on 20 September 2019.

### 3.2 A fixed-term Doctoral Candidate position can be applied for by

- All doctoral candidates who have the right to pursue a doctoral degree at the University of Turku in the Doctoral Programme in Mathematics and Computer Sciences.
- Persons who have not yet been granted the right to pursue a doctoral degree in the Doctoral Programme in Mathematics and Computer Sciences, but who match the profile of the doctoral programme and meet the eligibility criteria for the right to pursue a doctoral degree (see 3.1). As the right to pursue a doctoral degree is a precondition for accepting a doctoral training position funded by the University, the person must apply for both a right to pursue a doctoral degree and a UTUGS-funded position in this call for applications.
- The duration of the UTUGS-funded doctoral training position is at most four years. In the specification of the length of the funding period of a doctoral student, all her/his previously earned funding for doctoral training is also counted. A student who has earned four years full-time funding for doctoral studies is not entitled to UTUGS-funding.
- A person who already has a doctoral degree is not eligible for a UTUGS-funded doctoral training position.

According to Section 39 of the University of Turku, Rules of Procedure, a person selected for the post of a Doctoral Candidate is required to have a higher university degree and must have an accepted research plan. In addition, when acquiring his or her degree or otherwise, she or he is required to have demonstrated the ability and motivation to undertake postgraduate studies and the capacity to complete a doctoral degree in accordance with the research plan.

## 4. Applying

Doctoral Candidate position and the right to study for a doctoral degree at the Doctoral Programme in Mathematics and Computer Sciences are applied *by filling in an electronic form and attaching the required additional documents (documents attached into the electronic application form must be in pdf-format)*. Application documents are specified at the end of this call for applications (Appendix 1).

The link to the application form will be published when the application period starts on 2 September 2019 at <https://www.utu.fi/en/research/utugs/how-to-apply/call-for-applications> and instructions for the application will be published on the website of the doctoral programme <https://www.utu.fi/en/research/utugs/doctoral-programme-in-physical-and-chemical-sciences/admission>. The application documents should be written in English. The application form opens on 2 September, 2019 and closes on 20 September, 2019 at 23.59 p.m. (local time in Finland). Applications which arrive after the deadline will not be considered. The application documents will not be returned to the sender.

### 4.1. Assessment of applications

The applications will be assessed by the steering committee of the doctoral programme, which may also consult external experts from outside the University of Turku. The applicants must be prepared for an interview. The research plans attached to the applications may be checked with the Turnitin OriginalityCheck plagiarism detection software in accordance with the University of Turku quality assurance system. Any other funding received by the



17.6.2019

applicant for doctoral studies is taken into consideration when determining the duration of the Doctoral Candidate position.

#### **4.2. Assessment and selection criteria**

In addition to the eligibility criteria related to the right to pursue a doctoral degree, also the applicant's motivation, merits, completed studies, grade of the master's thesis (or corresponding work) and capability to complete a doctoral degree, as well as the quality and feasibility (in the planned schedule) of the research plan are taken into account in the selection of doctoral candidates. The admitted applicants must have a good knowledge of the English language. In the faculty of Science and Engineering, new doctoral candidates have to agree on the supervision arrangements (research director, at least one qualified supervisor) with the Department in question before submitting the application. Additionally, the research topic of the Doctoral Candidate must fit the profile of the doctoral programme. The doctoral programme is multidisciplinary and aims to promote all its research fields. This may be taken into consideration when positions are filled.

NOTE: The selection criteria for postgraduate studies at Turku School of Economics are used in the selection for applications to the right to pursue a doctoral degree in Information Systems Science. See the selection criteria, including requirements for the research plan from <https://www.utu.fi/en/university/turku-school-of-economics/research/doctoral-training/applying>

#### **4.3. Decisions**

The steering committee of the Doctoral Programme makes a proposal on granting the right to study for a doctoral degree and funded doctoral candidate positions. The Vice-Dean of research affairs of the Faculty decides on granting the right to study for a doctoral degree, based on the proposal. The decision on employing an applicant on a doctoral candidate position is made by the head of that department which the employment contract belongs to.

Applicants will be informed about the decisions personally no later than on 30 November 2019. In addition, the names of the persons who have been selected for the funded positions will be published on the website of Doctoral programme ([www.utu.fi/matti](http://www.utu.fi/matti)) by the end of November 2019, unless the applicant especially denies to publish her/his name. If the applicant does not wish her/his name to be published on the www-pages, the applicant can notify this in the application form.

**The applicants who have completed their prior degree in a country other than Finland and who are granted a study right in this call, need to deliver either the original degree certificates or certified copies of the original degree certificates and their translations to the University of Turku as instructed in the admission notification by 31.1.2020.** If the admitted applicant does not deliver the required certificates by the deadline set in the admission notification, she/he forfeits the study right. Instructions on delivering certificates and country-specific requirements are available here: <https://www.utu.fi/en/study-at-utu/accepted-students/original-documents>.

#### **4.4. Acceptance of the study place and registration**

**An admitted applicant has to inform University of Turku of her/his acceptance of the study place by the 13 December 2019 at 15.00 (local time in Finland) according to the instructions given in the admission notification.** If the admitted applicant does not give the notification in the time indicated, she/he shall forfeit the study place. A person admitted to more than one university or polytechnic degree has to notify only the degree in which she/he accepts the study place. Notification is binding, it is not possible to cancel or change it later.

According to Finnish legislation, student may accept only one study place leading to a higher education degree in Finland during one academic term (autumn term 1.8.-31.12. or spring



17.6.2019

term 1.1.-31.7). This rule applies to all higher education. Higher education degrees included in the rule are Bachelor degrees and Master degrees awarded by Finnish universities of applied sciences, Bachelor degrees and Master degrees awarded by Finnish universities and Licentiate and Doctoral degrees awarded by Finnish universities. Only exemptions are Transfer student selections, the Åland Polytechnic and the Police College of Finland.

All students pursuing a doctoral degree must register for each study term as instructed by the University of Turku. Only students who have registered as being present can participate in the teaching and pursue studies at the university.

#### **4.5. Appeal proceedings**

If an applicant is dissatisfied with the result of the student selection (right to study for a doctoral degree), she/he has the right to submit an application for the rectification of the decision to Faculty of Science and Engineering / Turku School of Economics within 14 days of the official publishing of the results. Well-justified requests must be delivered to the faculty in question. Faculty of Science and Engineering: Sanna Ranto, Maaherran makasiini, Henrikinkatu 10, FI-20014 Turun yliopisto, Finland. For applicants to Information Systems Science the address is Records Office of the Turku School of Economics, FI-20014 Turun yliopisto, Finland.

#### **5. Additional information**

<http://www.utu.fi/matti>

Email: [sci-docstudies@utu.fi](mailto:sci-docstudies@utu.fi) (Faculty of Science and Engineering)  
or [tseedoctoralprogramme@utu.fi](mailto:tseedoctoralprogramme@utu.fi) (Turku School of Economics)

Coordinator Nina Lehtimäki ([nina.lehtimaki@utu.fi](mailto:nina.lehtimaki@utu.fi), +358 50 348 9413) or  
Head of the programme professor Jouni Isoaho ([jouni.isoaho@utu.fi](mailto:jouni.isoaho@utu.fi), +358 40 770 6547)

##### Contact address of the Faculty

*Faculty of Science and Engineering*  
Chief Academic Officer  
Sanna Ranto  
Faculty of Science and Engineering  
Maaherran makasiini  
Henrikinkatu 10  
FI-20014 University of Turku  
Finland

*Turku School of Economics*  
Coordinator Jenni Heervä  
Turku School of Economics at the University of Turku  
Office for Academic and Student Affairs  
Rehtorinpellonkatu 3, 20500 Turku  
Finland  
+358 29 450 3890



17.6.2019

## APPENDIX 1. Description of the application documents

### Application documents

#### 1. Curriculum vitae

Please see the instructions of TENK for writing a CV  
<http://www.tenk.fi/en/template-researchers-curriculum-vitae>

#### 2. List of publication

Please see the [instructions](#).

#### 3. Research plan

In the Faculty of Science and Engineering **the maximum length of the research plan is 6 pages**.  
Research plan should contain:

- Research topic in the context of the field
- Scientific motivation and goals
- Methods and environment of the research
- Applicants own role and specialization in the study
- Timetable of research
- Current state of doctoral thesis and postgraduate studies.

For Information Systems Science a research plan is required also for applicants to the right to pursue a doctoral degree: the maximum length is 10 pages, and cover and list of references. See more information from the selection criteria for postgraduate studies at TSE:

<https://www.utu.fi/en/university/turku-school-of-economics/research/doctoral-training/applying>

#### 4. A copy of the degree certificates and the transcript of study records

A. If the applicant has completed the former degree(s) which make him/her eligible for doctoral studies at a University in Finland, the degree certificates, the transcripts of study records and other educational documents which may influence in the student selection must be attached in the electronic application form.

B. If the applicant has completed the former degree(s) which make him/her eligible for doctoral studies at a University abroad (i.e. outside Finland), the degree certificates, the transcripts of study records and other educational documents, which may influence in the student selection must be attached in the electronic application form. If the original degree certificates and other educational documents are not written in English, Finnish or Swedish, official translations to one of these languages are required. Translations of the educational documents must be issued by the awarding institution, officially certified copy of a translation issued by the awarding institution, translated by an official translator or an officially certified copy of a translation made by an official translator.

Those applicants who have been granted the right to study and who have completed their studies at a University abroad have to submit original or officially certified copies of the degree certificates, other educational documents and the official translations of the documents to the University of Turku according to the instructions given in the admission notification. Certified copies must be officially certified (attested) either by the awarding institution or by a notary public. There are also country-specific requirements, please see <https://www.utu.fi/en/study-at-utu/accepted-students/original-documents>. If the original educational documents are not written in English, Finnish or Swedish, an official translation to one of these languages is required. Translations of the educational documents must be issued by the



17.6.2019

awarding institution, officially certified copy of a translation issued by the awarding institution, translated by an official translator or an officially certified copy of a translation made by an official translator.

**5. Applicants applying for a study right from the faculty of Science and Engineering: Supervision plan signed by supervisor(s), a research director and the applicant**

In the Faculty of Science and Engineering a supervision plan is a mandatory attachment of the application. Form for that in: <https://www.utu.fi/en/research/utugs/doctoral-programme-in-mathematics-and-computer-sciences/admission>

**6. Applicants applying for a study right from the Turku School of Economics: Proficiency in English**

Those applying to Information Systems Science must verify their language skills according to the selection criteria for postgraduate studies at TSE. See the selection criteria on sufficient language skills and requirements on providing a language test result:

<https://www.utu.fi/en/university/turku-school-of-economics/research/doctoral-training/applying>

**7. Other studies**

Transcripts of other relevant studies, e.g. transcript of already completed postgraduate studies.

**8. Supervisor's statement**

Letter written by the supervisor(s) including the name of the applicant and supervisor, assessment of the applicant, announcing supervisor's commitment to complete the thesis project, length of the supervisor's position at the University of Turku, time plan for the thesis project, plan for financing the thesis project (existing funding and funding to be applied for), publication plan (must be clearly specified, which publications will be included in the thesis, what is applicant's contribution in every publication and if the article is already accepted to be published), how does the applicant's previous studies or research merits support the application (e.g. if the previous degree is from different field), estimated date of the public defence of the doctoral thesis (first/second half of year 20xx). Supervisor should submit the attachment directly to [sci-docstudies@utu.fi](mailto:sci-docstudies@utu.fi) (subject line should contain "MATTI Supervisor Statement").

**9. Motivation letter**

Motivation letter is one page long freeform document, which includes the reasons for applying for the doctoral studies and/or Doctoral Candidate position in the Doctoral Programme in Mathematics and Computer Sciences, and also your career plans after graduation (e.g. with regards to academic career / in Finland or elsewhere).

**10. Continuous company / organization (other than University of Turku) commitment to employee's post-graduate studies**

A freeform document, in which a company / organization (representative of a company / organization, e.g. superior) express of being aware of the applicant's post-graduate studies and shows support (e.g. level or type of support, possible resources) for applicant's studies while the applicant works at the same time at the company / organization. The commitment should express also the impact of the thesis work for the company / organization.

**11. Other documents that may affect the decision-making**

For example information about grants, prizes and recommendation letters that the applicant wishes to present, in order to indicate the eligibility and merits for the applied position.

*The applicant must deliver all required attachments by the end of the application period. Late applications will not be processed.*