

Call for Applications 19 June 2025

Faculty of Medicine

Call for Applications for the Right to Study for a Doctoral Degree and/or for Fixed-term Doctoral Researcher Positions at the University of Turku Graduate School, Faculty of Medicine, FINDOS-Turku Doctoral Programme

Finnish Doctoral Programme in Oral Sciences - FINDOS-Turku

FINDOS-Turku is a part of Finnish Doctoral Program in Oral Sciences (FINDOS), which is a national doctoral training network. FINDOS represents all different fields of oral sciences and brings together preclinical and clinical researchers. This encourages the exchange of knowledge and ideas, and improves the possibilities for translational dental research. FINDOS provides systematic, well-supervised and high-standard doctoral training in the field of oral sciences.

FINDOS-Turku doctoral researchers are privileged to participate in an excellent doctoral training programme including basic and advanced research courses in oral science, as well as transferable skills courses offered by the doctoral programme, FINDOS network and UTUGS. The goal in the doctoral programme is to achieve the doctoral degree from the Faculty of Medicine, University of Turku in a four years net time. In addition to the supervisor, the progress of the doctoral researcher is supported by a carefully selected follow-up group and the doctoral programme.

More information about FINDOS-Turku.

1. Application period and what can be applied for

During the application period 29 August – 12 September 2025, you can apply for:

- a. The right to study for a doctoral degree in the Faculty of Medicine of the University of Turku from 1 January 2026 onwards
- b. A fixed-term doctoral researcher position with an employment contract

The position of a doctoral researcher is set to begin on 1 January 2026 at the earliest and for the duration of a maximum of four years (up to until 31 December 2029). The positions are intended for full-time doctoral dissertation research. Duties other than those related to doctoral dissertation research, such as teaching duties, must be proportioned so as not to compromise the completion of the doctoral dissertation within the planned schedule. As a rule, up to 5% (a maximum of about 80 hrs per academic year) of the annual working time of the doctoral researcher can consist of teaching.

When determining the length of the employment contract, the funding previously granted for doctoral degree is taken into account, as well as the timetable and the stage of completion of the degree. The maximum duration of doctoral researcher position is four years. A person already awarded with a doctoral degree may not be appointed to a position of doctoral researcher with an employment contract.

The position of doctoral researcher with employment contract requires working in Finland.



The salary is based on the salary system of the University's teaching and research staff. Salaries will consist of a task-specific salary component and a personal performance salary component. The task-specific salary component of a doctoral researcher varies between levels 2 to 4, depending on the stage of the doctoral degree. In addition, a personal performance salary component is paid. The salary of a doctoral researcher varies between \in 2 400 and \in 3 300, depending on the progress of the doctoral research and the experience and skills of the person concerned. The work of a beginning doctoral researcher is generally classified at level 2 in terms of demands, which means the starting salary at the beginning of the employment is approximately \in 2519. The probationary period of 6 months applies.

c. Both of the above (a ja b)

2. What is expected of you

2.1. When applying for a right to study

- You are required to have completed a relevant Master's degree awarded by a university or a university of applied sciences, or a relevant study programme abroad which in the awarding country gives eligibility for the corresponding level of higher education (Universities Act 558/2009, 37§). The degree that gives eligibility for admission must be completed by the end of the application period;
- You must fulfil the language requirements of the University of Turku. <u>Link to the University</u> of Turku Graduate School's language requirements webpage.;
- You must fulfil the requirements for the right to study for a doctoral degree at the Faculty of Medicine and the prerequisites set by the doctoral programme for granting a right to study. The eligibility criteria and other general guidelines can be found on the web pages of the Faculty of Medicine, and the FINDOS-Turku Doctoral Programme.

2.2. When applying for a doctoral researcher position with an employment contract

- You must have an active right to study for the doctoral degree in the doctoral studies of the Faculty of Medicine in the University of Turku. In addition, when acquiring the degree or otherwise, you are 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 (University of Turku Rules of Procedure 20.5.2022). If you have not yet been granted a right to study, you must apply for a right to pursue a doctoral degree in the Faculty of Medicine in the Studyinfo system (see instructions in the section 'How to apply for a right to study'). A right to study is a prerequisite for being selected for a position of a doctoral researcher;
- You are planning to pursue or pursuing your first doctoral degree;
- Possible previous funding for pursuing a doctoral degree granted by University of Turku is taken into account when determining the length of the funding period.

3. How to apply

Applications for the right to study for a doctoral degree are submitted in the Studyinfo system, and applications for the position of doctoral researcher are submitted in the University of Turku's



recruitment system (Talentti) by filling in the electronic application form and attaching pdf attachments to the application. Please note that if you are applying for both the right to study and the doctoral researcher position with an employment contract, you must submit your application with attachments in both application systems (see below for details). The application attachments are described in more detail at the end of this Call for applications (Annex 1 & Annex 2).

3.1. How to apply for a right to study

To apply, fill in the electronic application form on Studyinfo and submit the required attachments (see Annex 1). The Studyinfo application form will open on 29 August 2025 and close on 12 September 2025 at 4 pm (local time in Finland). <u>Link to the University of Turku Graduate School website where the application forms are published.</u>

In this application round, you can apply for admission to up to two doctoral programmes at the University of Turku. You can only have one valid doctoral degree study right at the University of Turku at a time.

Late applications will not be considered. You cannot change the study programme (doctoral programme) or the application after the application deadline.

Only the right to study for a doctoral degree is applied for in the Studyinfo system. If you also wish to apply for a doctoral researcher position with employment contract, you must apply for the position separately (see the section 'How to apply for a doctoral researcher position').

3.2. How to apply for a doctoral researcher position

To apply for a doctoral researcher position with an employment contract, fill in the electronic application form in the University of Turku's recruitment system (Talentti) and submit the required attachments (Annex 2). The application form will open on 29 August 2025 and close on 12 September 2025 at 4 pm (local time in Finland).

The positions will be advertised in the Open Positions of the University of Turku and on the website of the University of Turku Graduate School at the beginning of the application period. <u>Link to the University of Turku Graduate School's website where the application forms will be published</u>. Late applications will not be considered. It is not possible to change the doctoral programme or the application after the deadline.

To be eligible for the position of a doctoral researcher, applicant must have an active right to study for a doctoral degree in FINDOS-Turku Doctoral Programme. If you have not yet been granted a study right for a doctoral degree, you must apply for a right to study from FINDOS-Turku Doctoral Programme in the Studyinfo system (see the section 'How to apply for a right to study').

4. Evaluation of applications

The FINDOS-Turku steering committee will process the applications. Applications may also be sent for evaluation to national and/or international reviewers. External evaluators from the national FINDOS network will evaluate the applications for funded doctoral researcher positions. The applicants for the funded positions may be invited for an interview by the evaluation panel. Please note that, due to the tight evaluation schedule, invitations for interviews will be sent on short notice. 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.

5. Assessment and selection criteria

In the selection of funded doctoral researcher positions, the following factors are emphasized: quality and feasibility of the research plan, applicant's merits and completed studies as well as the applicant's capability and motivation to complete a doctoral degree. The applicant's research topic must fit in with the profile of the Doctoral Programme. Any other funding received by the applicant for doctoral studies is taken into consideration when determining the duration of the doctoral researcher position.

When admitting the right to study for a doctoral degree, the eligibility criteria of the applicant (see What is expected of you) and the selection criteria of the FINDOS-Turku Doctoral Programme, Faculty of Medicine, are considered in addition to criteria mentioned above. A prerequisite for admission is that there is at least one person who has agreed to act as a supervisor and who fulfils the qualification requirements for supervisors.

6. Decisions

The Dean of the Faculty of Medicine decides on granting the right to study for a doctoral degree (1 January 2026 onwards) based on the proposal of the steering committee of the Doctoral Programme. The Head of the department decides on recruitment of the applicant for the position of a doctoral researcher based on the proposal of the steering committee of the doctoral programme.

All applicants will be informed of the decisions personally by 28 November 2025 at the latest. The names of the applicants who have been selected for the position of a doctoral researcher will be announced on the website of the doctoral programme by the end of November 2025.

An admitted applicant has to notify the University of Turku of their acceptance of the study place by 3 pm (local time in Finland) on 15 December 2025 according to the instructions given in the admission notification. If the admitted applicant does not give the notification by the end of the allotted time period mentioned above, the applicant forfeits the study place. A person admitted to more than one university or polytechnic degree programme only notifies the one educational institution at which they choose to accept the study place. Notification, i.e. accepting a study place, is binding and may not be cancelled or changed later. According to Finnish university legislation, an applicant may accept only one study place leading to a higher education degree in Finland during one academic term (autumn term 1 Aug – 31 Dec or spring term 1 Jan – 31 Jul). This rule applies to all higher education, i.e. Bachelor's and Master's level degrees awarded by Finnish universities of applied sciences, Bachelor's and Master's degrees awarded by Finnish universities. This regulation is not applied to study rights received in transfer student selections, from the Åland University of Applied Sciences, from the Police University College, and from institutions of higher education outside Finland.

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, on 6 March 2026 at the latest. If the admitted applicant



does not deliver the required certificates by the deadline, they forfeit the study right. <u>Link to the instructions on delivering certificates and country-specific requirements.</u>

7. Appeal for rectification

If an applicant is dissatisfied with the result of the student selection (right to study for a doctoral degree), they have the right to submit an application for the rectification of the decision to the Faculty of Medicine within 14 days of the official publishing of the results. The demand must be made in writing and must include detailed grounds for the rectification. The demand for rectification must be sent to the Faculty of Medicine and sent to the address: Anni Halonen, Faculty of Medicine, FI-20014 University of Turku, Finland or anni.halonen(at)utu.fi.

8. More information

FINDOS-Turku Faculty of Medicine

Contacts:

Director of the FINDOS-Turku Ulvi Gursoy, <u>ulvgur@utu.fi</u> Coordinator Maiju Kannisto, <u>findos@utu.fi</u>

Attachments

Annex 1. Attachments to the application when applying for study right

Annex 2. Attachments to the application when applying for a doctoral researcher position



Annex 1: Attachments to the application when applying for study rights

The attachments listed below are submitted as part of the electronic application form in the Studyinfo system. Please ensure that all attachments are good-quality, easy to read, full colour scans or photographs of the complete document required. Attachments that do not meet these requirements may be rejected.

For the application the applicant should prepare:

- a summary of the research plan (max 1000 characters) and
- the following documents must be in **pdf-format**:
- 1. Research plan (max 5 pages, see <u>guidelines</u> and <u>additional points</u>) The research plan should follow the guidelines for the responsible conduct of research (see <u>Responsible Conduct of Research (RCR) | Finnish National Board on Research Integrity TENK</u>). The research plans can be checked with the Turnitin OriginalityCheck plagiarism detection software. The use of artificial intelligence (AI) to assist in the preparation of the research plan should be clearly indicated in the research plan.
- 2. Curriculum Vitae of the applicant, including a list of publications when applicable. We recommend that you prepare your CV based on the TENK researcher CV template: Link to the template for researcher's Curriculum Vitae.
- 3. Motivation letter (max 1 page) The motivation letter is one page long freeform document, which includes the reasons for applying for the doctoral studies in the Finnish Doctoral Program in Oral Sciences (FINDOS-Turku). If the applicant has a right to study for a doctoral degree at another university or in another doctoral programme at the University of Turku, the applicant must provide reasons for changing over to FINDOS-Turku. A student may hold only one doctoral degree study right at the University of Turku at a time.
- **4.** Supervision and study plan (Fill in electronically, print and sign together with the supervisor/-s and the head of subject) **NB!** At least one of the supervisors should have access to UTU IT-systems (utu user account). Additional information is available at the Faculty of Medicine webpage, under the "Supervision" section.
- 5. Degree certificates and transcript of study records If you have completed your former degree(s) that make you eligible for doctoral studies at a higher education institution in Finland, you must attach the following items to the electronic application form:
- Scans of the original degree certificate or the original electronic degree certificate of the degree which make you eligible for doctoral studies (e.g. Master's degree certificate)
- Scans of the original transcript of records or the original electronic transcript of records of the degree which make you eligible for doctoral studies (e.g. transcript of records of the Master's degree)



- Other original educational documents which may be of relevance in the student selection (e.g. studies you have completed outside the degree that are related to the right to study you are applying for).
 - If you have completed your former degree(s) that make you eligible for doctoral studies *at a higher education institution abroad* (i.e. outside of Finland), you must attach the following items to the electronic application form:
- Scans of the original degree certificate or the original electronic degree certificate of the degree which make you eligible for doctoral studies (e.g. Master's degree certificate in the same language as the degree was completed in)
- Scans of the original transcript of records or the original electronic transcript of records of the degree which make you eligible for doctoral studies (e.g. transcript of records of the Master's degree in the same language as the degree was completed in)
- Other original educational documents which may be of relevance in the student selection (e.g. studies you have completed outside the degree that are related to the right to study you are applying for).
- If the original degree certificates and other educational documents are not written in English, Finnish or Swedish, official translations to one of these languages must also be submitted. An official translation here refers to a translation of the educational documents issued by the awarding institution or a translation made by an authorized translator. A transcript of records or degree certificate in English can be replaced by a Diploma Supplement awarded by a European educational institution if it contains the information about completed courses and other study attainments.

6. Verification of language proficiency (if needed)

The University of Turku follows the Rector's decision (15.8.2019, supplemented 21.12.2023) on the means of verifying one's language proficiency. You should carefully read the University of Turku's guidelines on language proficiency. Link to the website of the language requirements. You must attach a scanned certificate of language test approved by the University of Turku to your application, unless otherwise stated in the guidelines.

7. Copy of a valid passport

Attach a copy of your valid passport or official identification card with photo and information on citizenship. If you have a Finnish personal identity code and you have entered it on the application form, you do not need to attach a copy of your passport.

8. When only one supervisor for doctoral training is proposed, the supervisor's justified plea for approval of only one supervisor must be attached to the application. See Before applying / Doctoral training at the Faculty of Medicine > Supervision at Faculty of Medicine instructions

The applicant must deliver all required documents by the end of the application period. Late submissions will not be processed.



Annex 2. Attachments to the application when applying for a doctoral researcher position with employment contract

Fill in the electronic application form. Unless otherwise instructed, the attachments listed below are to be submitted as part of the electronic application form in the Talentti system. Please ensure that all attachments are good-quality, easy to read, full colour scans or photographs of the complete document required. **Attachments should be submitted in pdf format**. Attachments that do not meet these requirements may be rejected.

1. Curriculum Vitae (in Finnish or in English)

A list of publications is required to be included in the CV. We recommend that you prepare your CV based on the TENK researcher CV template: <u>Link to the template for reseracher's Curriculum Vitae</u>.

2. Research plan

The research plan must be up-to-date. Max 5 pages, see <u>guidelines</u> and <u>additional</u> <u>points</u>. The research plan should follow the guidelines for the responsible conduct of research (see <u>Responsible Conduct of Research (RCR) | Finnish National Board on Research Integrity TENK</u>). The research plans can be checked with the Turnitin OriginalityCheck plagiarism detection software. The use of artificial intelligence (AI) to assist in the preparation of the research plan should be clearly indicated in the research plan.

3. Motivation letter (max 1 page)

The motivation letter is one page long freeform document, which includes the reasons for applying for the doctoral studies in the Finnish Doctoral Program in Oral Sciences (FINDOS-Turku). If the applicant has a right to study for a doctoral degree at another university or in another doctoral programme at the University of Turku, the applicant must provide reasons for changing over to FINDOS-Turku. A student may hold only one doctoral degree study right at the University of Turku at a time.

4. Degree certificate and transcript of study records of previous degree