

Coordinator: Mari Husu

Guidelines for applying for the Title of Docent (dosentti) at the Faculty of Humanities

Upon application, the university may grant the title of docent to a person who possesses comprehensive knowledge in their field, demonstrated by publications or other means, the ability for independent research or artistic work, and good teaching skills (University Act 558/2009).

According to the University of Turku Regulations (December 13, 2024), Section 42, the Rector, acting on a proposal made by the Faculty Board, may grant the applicant the title of docent.

According to the Rector's instructions, the proposal for the granting of the title must be well-founded and must justify the appointment of the title of docent in terms of both scientific competence and good teaching skills. It is not considered appropriate for the same person to hold more than one title of docent at the University of Turku.

Eligibility Requirements

1. Scientific competence and its assessment

In addition to the doctoral dissertation, the assessment of the applicant's scientific competence will require evidence of a sufficient number of scientific publications in the field of docentship.

At least two experts are consulted regarding the applicant's scientific competence, unless obtaining their opinions is deemed unnecessary for a specific reason. There must be a special reason for waiving the requirement of obtaining expert opinions.

The provisions of the Administrative Procedure Act (434/2003), Sections 27-28, regarding disqualification of experts apply. The experts are primarily selected from outside the University of Turku. The applicant is consulted regarding the proposed selection of experts.

2. Teaching skills and their assessment

Good teaching skills are required from a docent.

When assessing teaching skills, factors such as the applicant's education and experience in teaching, feedback received, teaching materials produced by the applicant and demonstration of teaching provided by the applicant are taken into account.



To demonstrate their teaching competence, applicants are generally required to give a teaching demonstration. The department's teaching skills committee evaluates the demonstration, which must be graded as good, very good, or excellent. A demonstration assessed as satisfactory can be compensated with other teaching merits. A failed teaching demonstration cannot be compensated.

Applicants are not required to give a teaching demonstration if they currently hold—or have previously held—a permanent teaching position at a university, or if they have already been granted the title of docent. In such cases, the applicant's teaching skills are assessed based on the application documents.

Application for the Title of Docent

Before submitting the application, the applicant must consult with the professor in the relevant subject/discipline regarding the application.

Discussions on the title of docent must also be held in both Finnish and English. The professor in the field should express their opinion on the sufficiency of the applicant's scientific competence, the suitability of appointing the docent to the specific field of study, and comment on the title.

Application for the title of docent should only be made when the applicant's scientific competence is sufficient. Typically, the title of docent can be applied for during the post-doctoral phase or at the third stage of the four-stage career model for teaching and research staff.

In the Faculty of Humanities, the title of docent can be applied for twice a year. The application periods are January 15 - February 15 and September 1 - September 30.

Application

An application for the title of docent (Faculty of Humanities) at the University of Turku can be submitted via the University of Turku E-Service using the form titled "Application for the Title of Docent."

Links to the e-service and the user instructions for the e service are available on the faculty's website. Logging into the service requires [Suomi.fi authentication](#) (e.g., online banking credentials or mobile certificate).

If the applicant does not have access to Suomi.fi authentication, the application form and its attachments (1–5) must be submitted in PDF format by email to: hum-hr@utu.fi

The attachments required for the application are as follows:

1. Curriculum Vitae (Ansioluettelo)

A brief summary of the applicant's qualifications and activities, using the model provided by the Research Ethics Council. The model can be found on the Council's website, and a link to the curriculum vitae template is published on the faculty's website under "Applying for the Title of Docent in the Faculty of Humanities."



2. List of Publications (Julkaisuluettelo)

A list of publications according to the classification provided by the Ministry of Education and Culture in 2010. The classification can be found on various websites, including the Academy of Finland's website and the faculty's website under "Applying for the Title of Docent in the Faculty of Humanities." The list should contain full bibliographic references, including authors, titles, and publishers. The list of publications is a public document.

3. List of Publications for Evaluation (Luettelo arvioitavaksi lähetettävistä julkaisuista)

A list of 10 publications to be submitted for evaluation. The list should include either a doctoral dissertation or a monograph based on the dissertation work. Publications should primarily be peer-reviewed.

In the case of joint publications, a statement of the independent contribution of the applicant's work is also required. These statements should be included with the publications in the message sent to the external assessor.

4. Teaching Portfolio (Opetusportfolio)

The teaching portfolio is structured according to the University of Turku model. Instructions regarding the structure are available on the University of Turku website. A link to the instructions has been published on the faculty website. The teaching portfolio is a reflective and analytical document that documents the teacher's pedagogical competence, experience, and teaching philosophy. If necessary, the author must verify the information described in the portfolio.

A good portfolio is comprehensive, short and concise. In the teaching portfolio the applicant presents their competence as described in the diagram below (scope 2-3 pages, taking into account the nature of the task). The maximum size of the teaching portfolio is 25 Mb.

5. Statement on the Suitability for the Title of Docent (Selostus dosentin arvon tarkoituksenmukaisuudesta)

A short statement (up to two pages) highlighting the applicant's significant achievements and activities relevant to the title of docent, as well as the ability to carry out independent research. The statement should include details of postdoctoral research and publication activities that build on the doctoral research, as well as any international teaching or research collaboration projects. The statement should also explain how the applicant's research profile aligns with the research focus areas of the Faculty of Humanities at the University of Turku and why it is appropriate for the faculty to grant the applicant the title of docent.

6. Publications

Publications should not be included in the application documents. The applicant should submit the publications mentioned in Attachment 3 (List of Publications for Evaluation)



directly to the experts for evaluation. Publications may also include works published prior to the doctoral dissertation if they meet the scientific requirements and are independent studies that cannot be considered as part of the doctoral dissertation. Other publications or articles published after the dissertation should be independent and provide additional information to the doctoral research or focus on new areas of research.

Application Process

After the deadline for applications, the faculty's Docent Committee, appointed by the Dean, confirms the titles proposed in the applications and the necessity of the applications, in consultation with the professor(s) responsible for the subject(s) relevant to the field of the title of docent.

The Dean selects external experts based on the proposal of the responsible professor(s) of the subject(s) relevant to the field.

Once the experts have been selected, the applicant will be provided with the experts' contact details, and the applicant will send the publications to the experts for evaluation. The applicant may discuss with the experts how to submit the publications, whether in PDF format or in printed form. It is recommended that the applicant only discuss the submission method with the experts and no other matters.

The experts have two months to provide their opinion. The applicant may be asked to give a teaching demonstration before the opinions are received. Separate instructions are provided for the teaching demonstration.

After receiving the expert opinions and the assessment of the teaching demonstration, the faculty board evaluates the applicant's eligibility for the title of docent and submits a proposal to the Rector for the granting of the title.

The Rector has the authority to decide on granting the title of docent.

Marja-Liisa Helasvuo
Dean

Mari Husu
Head of Faculty Administration