

Doctoral Programme in Clinical Research (DPCR) spring 2024

HOW TO FILL IN THE APPLICATION FORM

In this document you will find general instructions concerning the application form as well as instructions applying to the Doctoral Programme in Clinical Research specifically. Read these instructions as well as those on the application form carefully!

This is how you fill in the form

In order to submit the application form you are required to answer at least mandatory questions and to upload mandatory attachments. You can check the missing information by clicking “Check x answers” at the top of the page (Under Submit application button). Please note that due to technical reasons, not all of the questions you need to answer or the attachments that pertain to your particular situation, are marked as mandatory.

You can apply to up to three (3) doctoral programmes in this application.

Please make sure that you allow enough time for filling in the application. Click Submit application button on the top right corner of the page. After submitting the application, you will receive a confirmation email to the address you have given on the application form.

Studyinfo is supported on the newest versions of the following browsers: Mozilla Firefox, Google Chrome, Microsoft Edge and Safari.

Consider the following on the application form:

- The application form cannot be saved as a draft. After submitting the application you can return to your application form to upload missing attachments. You can make changes to your application until the application period closes (28 March 2024 at 3.00 PM EET). You can upload some of the attachments after the application period has closed (check the exact deadlines for each attachment on the application form).
- You will find instructions on how to upload attachments and deadlines for when to upload them on the application form. You will be asked to upload attachments based on the answers you have given to questions on the application form. You can see the deadline for an individual attachment and the method of delivery next to the upload button on the form.
- The confirmation email includes a link that you can use to make changes to your application during the application period. If you have a Finnish personal identity code and Finnish online banking credentials, a mobile certificate or an electronic ID-card you can log in to [My Studyinfo's "Applications and accepting an offer of admission" section](#).
- You can only submit one (1) application form in this joint application. If you submit several application forms, only the newest one will be taken into consideration and all others will be deleted. University of Turku will not inform applicants about deleted applications.
- You can preview your application and check the answers you have given by clicking the Preview-button in the top right corner.

Instructions for applying to the Doctoral Programme in Clinical Research (DPCR)

NB! In addition to these instructions, please read and follow the instructions of the faculty you are applying to as well as the [Call for Applications](#).

Here are some instructions on sections which may raise questions. Not all questions of the application form are considered here.

Study Programme

First, choose the Doctoral Programme(s) to which you wish to apply. The Doctoral Programme(s) you choose, will influence some of the questions. For DPCR choose Doctoral Programme of Clinical Research – University of Turku, Graduate School.

Target degree

Choose *the faculty, the planned degree and your Major*. **Choose your planned degree according to your basic degree and the faculty you are applying to.** The possible degrees are the following:

- at the Faculty of Medicine: Doctor of Medical Science, Doctor of Odontology, Doctor of Philosophy.
- at the Faculty of Science: Doctor of Philosophy
- at the Faculty of Technology: Doctor of Philosophy and Doctor of Science (Technology).
- at the Faculty of Social Sciences: Doctor of Philosophy and Doctor of Psychology
- at the Turku School of Economics: Doctor of Science in Economics and Business Administration, Doctor of Philosophy and Doctor of Social Sciences.

The subjects within a faculty have been restricted according to the subjects that it is possible to study in the Doctoral Programme in Clinical Research. If applying to the Faculty of Medicine, see [Subjects in doctoral training and heads of subject in the Faculty of Medicine](#). If applying to other faculties or the School of Economics, please check their instructions if applicable.

Supervisors

Please note that at least one supervisor is mandatory although it is not marked as such. If applying to the Turku School of Economics, you cannot fill in the supervisors to the form, but they are listed in the the supervision plan which is to be attached.

Faculty of Medicine: One of the supervisors should have the competence of at least adjunct professor or equivalent. A person who has not completed a doctoral degree, cannot act as a supervisor. **NB: You need to attach a supervisor's justified application for the approval of a supervisor, when proposing only one supervisor for doctoral training (Only in the Faculty of Medicine).**

The follow-up group

The follow-up group (called the follow-up committee in the Faculty of Medicine) consists of the doctoral thesis supervisor(s) and one to three other researchers who have a doctoral degree and who are familiar with the topic at hand. One of them must come from outside the doctoral candidate's

own research group. The supervisor and the doctoral candidate together call a follow-up committee and you must agree with the proposed persons about being part of the follow-up committee. The information concerning the follow-up committee is mandatory in the Faculty of Medicine.

The follow-up group or committee is not mandatory in all faculties but the DPCR strongly recommends you form a follow-up group regardless of the faculty of the applicant to ensure smooth progress of the doctoral researcher's work.

Questions related to the Doctoral Programme

Publication plan for your doctoral thesis and already published articles - List the articles intended for your thesis, the already published ones as well as the planned articles and the planned publishing schedule of those. Write 'monograph' if your thesis format is not a compilation dissertation.

Attachments

Some attachments are asked for earlier in the form, the rest you can attach in this section. The following attachment slots are available. Please note that although they are not all are marked as mandatory information, they may be required depending on your faculty or your particular situation. The documents may have slightly different names in different faculties but please use the following slots. You can add several documents to a single slot.

- CV, including publication list
- Research plan
- Motivation letter
- Supervision plan including the study plan, please use
 - o Faculty of Medicine [supervision and study plan](#)
 - Please read the [instructions on the Faculty of Medicine webpage](#) before making your application.
 - Faculty of Medicine [Subjects in doctoral training and heads of subjects](#)
 - o Faculty of Science [supervision and study plan](#)
 - o Faculty of Technology [supervision and study plan](#)
 - o Faculty of Social Sciences supervisor's statement or commitment (file or copy of email message by a professor or a researcher with a doctoral degree working at the University of Turku to confirm that she/he is willing to supervise applicant's dissertation project). No template for study plan.
 - o Turku School of Economics [supervision plan](#) or a commitment letter by supervisors. [Study plan template](#)
 - o When preparing a study plan, please use [the study guide](#).
- Supervisor's CV, including their publication list
- Reasoned request from the supervisor, if only one supervisor is proposed (Faculty of Medicine only)
- **Other attachment**, please use this slot to upload the following documents if necessary. You can upload more than one document to this category and upload other documents as well.
 - o Letter of support for the collaboration provided by the representative of the research organisation/ principal investigator, if the data is mainly collected outside the University of Turku or the Varha collaborate area.



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Faculty of Medicine

- *Supervisor's comment on the funding, if the thesis work is a main job for the applicant (not required for the Turku School of Economics).*
- *Scanned copy of your passport (if you don't have a Finnish ID number)*

Questions or problems?

If you have questions about the application or admission criteria, please contact DPCR coordinator Mikko Tähtö-Pakkanen mijuri@utu.fi Best of luck!