

SYLLABUS

General syllabus for third cycle studies for the degree of Doctor in Social Work

Reg. no S2013/64

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21 March 2013

This syllabus was approved by the Board of the Faculty of Social Sciences on 21 March 2013.

1. Subject description

Research in Social Work is mainly concerned with the emergence, causes and solutions of social problems, the conditions and life situations of vulnerable groups and individuals, welfare policy, social policy measures, social interventions, welfare organisations and professions. Current research areas are described on the home page of the department (www.soch.lu.se).

2 Objectives

The aims of the third cycle programme in Social Work at the School of Social Work, Lund University, is to provide students with specialised knowledge of Social Work and to train independent, critical researchers with extensive theoretical knowledge in the Social Sciences, advanced methodological skills and perception and the ability to carry out research projects.

The completion of the third cycle programme in Social Work results in a degree of Doctor. The programme may also lead to a degree of Licentiate. The language of instruction is Swedish with a substantial component of English.

On completion of the programme, the research student shall have acquired the following knowledge and skills:

Knowledge and understanding

For the degree of Doctor the research student shall

- demonstrate broad knowledge and systematic understanding of the research field as well as advanced and up-to-date specialised knowledge in a limited area of this field, and
- demonstrate familiarity with research methodology in general and the methods of the specific field of research in particular.

Competence and skills

For the degree of Doctor the research student shall

- demonstrate the capacity for scholarly analysis and synthesis as well as the capacity to review and assess new and complex phenomena, issues and situations autonomously and critically
- demonstrate the ability to identify and formulate issues with scholarly precision critically, autonomously and creatively, and to plan and use appropriate methods to undertake research and other qualified tasks within predetermined time frames and to review and evaluate such work
- demonstrate through a thesis the ability to make a significant contribution to the formation of knowledge through his or her own research
- demonstrate the ability in both national and international contexts to present and discuss research and research findings authoritatively in speech and writing and in dialogue with the academic community and society in general
- demonstrate the ability to identify the need for further knowledge, and
- demonstrate the capacity to contribute to social development and support the learning of others both through research and education and in some other qualified professional capacity

Judgement and approach

For the degree of Doctor the research student shall

- demonstrate intellectual autonomy and disciplinary rectitude as well as the ability to make assessments of research ethics, and

- demonstrate specialised insight into the possibilities and limitations of research, its role in society and the responsibility of the individual for how it is used

Degree of Licentiate

Knowledge and understanding

For a degree of Licentiate the research student shall

- demonstrate knowledge and understanding in the field of research including current specialist knowledge in a limited area of this field as well as specialised knowledge of research methodology in general and the methods of the specific field of research in particular

Competence and skills

For a degree of Licentiate the research student shall

-demonstrate the ability to identify and formulate issues with scholarly precision critically, autonomously and creatively, and to plan and use appropriate methods to undertake a limited piece of research and other qualified tasks within predetermined time frames in order to contribute to the formation of knowledge as well as to evaluate this work

- demonstrate the ability in both national and international contexts to present and discuss research and research findings in speech and writing and in dialogue with the academic community and society in general, and

- demonstrate the skills required to participate autonomously in research and development work and to work autonomously in some other qualified capacity

Judgement and approach

For a degree of Licentiate the research student shall

- demonstrate the ability to make assessments of ethical aspects of his or her own research

- demonstrate insight into the possibilities and limitations of research, its role in society and the responsibility of the individual for how it is used, and

- demonstrate the ability to identify the personal need for further knowledge and take responsibility for his or her ongoing learning

3 Admission requirements

The requirements for admission to third-cycle studies are that the applicant meets the general and specific admission requirements and is considered in other respects to have the ability required to benefit from the programme.

3.1 General admission requirements

A person meets the general admission requirements for third-cycle studies if he or she

1) has been awarded a second-cycle qualification

2) has satisfied the requirements for courses comprising at least 240 credits of which at least 60 credits were awarded in the second cycle, or

3) has acquired substantially equivalent knowledge in some other way in Sweden or abroad.

The Faculty Board (or an authority to whom the task has been delegated) may permit an exemption from the general admission requirements for an individual applicant, if there are special grounds.

Transitional provision: Those who meet the general admission requirements for doctoral programmes before 1 July 2007 will also be considered to meet the general admission requirements for third-cycle courses and study programmes until the end of June 2015.

3.2 Specific admission requirements

A person meets the specific admission requirements if he or she

- 1) has satisfied the requirements for courses comprising at least 30 second-cycle credits in Social Work, or a corresponding qualification acquired in Sweden or abroad.
- 2) has completed a second-cycle independent projects worth 15 credits

3.3. Credit transfer

If a student at a higher education institution has successfully completed a higher education course or study programme, he or she is entitled to transfer the credits awarded for the course or study programme to the third-cycle programme if the departmental board judges the course or programme to have a quality or specialisation that justifies credit transfer. Credit transfer is always to be assessed if a student so requests and the decision is to be documented in the individual study plan, no later than a year after the decision was taken.

Credit transfer is to be linked to a decision on reduction in the period for funding that corresponds to the number of credits transferred.

4 Admission and selection

Students are admitted to four years of full-time study leading to a degree of Doctor in which a degree of Licentiate after two years may be a stage. If there are valid reasons, students may be admitted to two years of full-time study leading to a degree of Licentiate.

Admission to third-cycle studies is regulated by the Lund University admission rules for third-cycle studies (18 December 2006), reg. no I G 9 6251/2004, and the regulations for third-cycle studies at the Faculty of Social Sciences (22 March 2012).

4.1. Admission

Admission of research students takes place after a vacancy has been advertised. Students who are admitted to a programme leading to a degree of Licentiate must re-apply to be able to continue studies towards a degree of Doctor.

Only applicants who are appointed to a doctoral studentship can be admitted to third-cycle studies leading to a degree of Doctor. Applicants with alternative means of finance can, however, be admitted if the department deems that the funds can be guaranteed for the duration of the programme and that the applicant will be able to complete the programme for a degree of Doctor within eight years.

A funding plan must be available on admission. The plan must specify the doctoral student's funding throughout the entire programme of study.

4.2 Selection

A selection among applicants must be made if there are a limited number of places. The criteria for selection are the qualifications of the applicant at the time of application. The overriding criterion is the applicant's ability to benefit from the third cycle programme. Special emphasis is placed on the applicant's capacity to pursue research in the social sciences. The fact that an applicant is considered able to transfer credits from prior courses and study programmes or to be given credit for professional experience may not alone give the applicant priority over other applicants.

In order to assess the ability to benefit from the third cycle programme, the applicant's previous study results, papers, reports, research plans and any other research qualifications will be considered. First- and second-cycle degree projects are accorded special weight.

Diversity is a desired goal of the department. Gender equality must always be taken into account. Priority will be given to the under-represented gender in the third-cycle programme, in cases of equally qualified applicants, unless there are valid reasons to the contrary.

5 The programme for a degree of Doctor

Third-cycle studies comprise four years of full-time study (240 credits). For a degree of Doctor the normal period of study is four years. Part-time studies (at least 50%) may be pursued but must be completed

within eight years. Doctoral students are entitled but not obliged to complete a degree of Licentiate (120 credits) as part of their third-cycle studies.

5.1 Programme design

The programme comprises 240 credits, made up of courses comprising 75 credits and an academic thesis (PhD thesis) comprising 165 credits.

Teaching is in the form of courses and seminars, and guest lectures.

For a degree of Doctor the research student must have successfully completed all examinations in the programme and the PhD thesis.

A degree of Licentiate comprises 120 credits, made up of courses comprising 37.5 credits and an academic thesis (licentiate thesis) comprising 82.5.

5.2 Supervision

At least two supervisors shall be appointed for each research student. One of them shall be nominated as the principal supervisor.

The principal supervisor must have the qualifications of a reader and be employed at the School of Social Work, Lund University. The individual study plan must specify the duties and responsibilities of each of the supervisors. Research students are entitled to supervision during the time deemed necessary for studies comprising 240 credits, i.e. four years of full-time study. Supervision comprises both help with the orientation of studies and thesis work and support throughout the studies. A research student who so requests shall be allowed to change supervisor.

5.3 Individual study plan

At the start of the programme, the student shall draw up an individual study plan of their studies in consultation with the supervisor. The individual study plan is to be revised once a year. The study plan specifies how the studies are to be structured for the individual student. Regulations and a template for individual study plans are available on the website of the School of Social Work.

5.4 Courses and other components

The courses that can be included in the programme may be courses offered by the home department and faculty or by other higher education institutions in or outside Sweden, or independent study courses and other components that can be awarded credits in accordance with the department's guidelines.

For courses at the Faculty of Social Sciences, syllabi are available specifying the learning outcomes, content and number of credits. For courses at other faculties or higher education institutions, the number of credits available for transfer will be determined by the head of department or director of third-cycle studies. The courses to be taken by the individual student and to be included in the degree are to be specified in the individual study plan. The compulsory courses and seminars shall also be specified, including the number of credits for each.

One of the grades Pass or Fail will be awarded for the thesis and other examinations within the programme. The examiner of courses is a professor or lecturer with the qualifications of a reader.

The 75 credits awarded for courses must include at least 25 credits in theory of science and methodology, including research ethics, and at least 25 credits in social and behavioural science theory and research orientation of relevance to social work. The assessment of courses is primarily based on written reports of individual study which are discussed at seminars.

For a degree of Licentiate, the 37.5 credits awarded for courses must include at least 15 credits in theory of science and methodology, including research ethics, and at least 15 credits in social and behavioural science theory and research orientation of relevance to social work.

Research seminars and other components

As part of their studies and thesis work, research students shall participate in seminars on the research activities of the department and the thesis work of the student. Research students shall have the opportunity to present reports on the theoretical and/or methodological issues of the project, plans, papers and thesis chapters, and critically review the work of fellow students.

Research students shall present their thesis work at no fewer than three seminars:

- 1) a planning seminar when the plan for the thesis is drawn up
- 2) a midway review when about half of the thesis work has been completed
- 3) a final review to take place about six months prior to the planned date of the public defence.

5.5 Thesis

The PhD thesis is the most important component of the third cycle programme. The thesis is to be based on an independently pursued research project.

The PhD thesis is to be designed as a unified research study (monograph thesis) or as a number of research articles accompanied by a summary (compilation thesis)

A work by two or more authors may be approved as a PhD thesis if the contributions of the different authors are so clearly specified that they can be assessed individually.

The thesis is to be defended orally at a public defence. It is awarded one of the grades *Pass* or *Fail*. The grade is to reflect both the contents of the thesis and the public defence.

The grade is set by a grading committee of three to five members.

The thesis for a degree of Licentiate is to be discussed at a public seminar.

The grade is set by a grading committee of three members of whom at least one shall have the qualifications of a reader.

5.6 Departmental duties

A research student may engage in departmental duties corresponding to a maximum of 20% of full-time working hours.

The duties will be compensated for by a corresponding extension of the period of study.

Doctoral students who engage in first- or second-cycle tuition must have completed two weeks of foundation training in teaching and learning in higher education. The department should have as an aim that research students who teach continuously should complete further relevant training in teaching and learning in higher education.

6. Further information

See regulations for third-cycle education at Lund University (LS 2011/701) approved 7 June 2012, and regulations for third-cycle studies at the Faculty of Social Sciences, approved by the Faculty Board 22 March 2012.

For cases where research students substantially neglect their undertakings in the individual study plan (Chapter 6 Section 30 of the Higher Education Ordinance), see regulations for third-cycle education at Lund University.

Information on admission and application deadlines is available from the School of Social Work.

Students admitted to third-cycle studies prior to 21 March 2013 are entitled to complete their studies in accordance with this syllabus. An agreement to this effect is to be documented in the individual study plan.