

Guidelines for 30%, Half-time (50%) and Phd Proposal (80%) seminars

The following guidelines are in line with the study plan of the ICT Doctoral programme.

We encourage students to hold 30% seminar, which corresponds to 30% achievements of the PhD degree (in terms of courses and research results). The seminar should take place around 16 months from the admission date. If the student intends to obtain a licentiate degree, then the 30% seminar will correspond to the licentiate proposal seminar.

For all students admitted to doctoral degree in the ICT Doctoral program, it is mandatory to hold half-time (50%) and PhD Proposal (80%) seminars.

For students who also intend to obtain a licentiate degree, the licentiate seminar replaces the half-time seminar.

The half-time seminar should take place around 24 months from the admission date and the student should fulfill the course (30 credits, including the mandatory course) and research (as reported in the ISP) requirements equivalent to licentiate degree.

The PhD Proposal seminar should take place within 12 to 6 months before the PhD defense. The student should fulfill 80% of the requirements for the PhD degree. It is strongly recommended that all the courses are completed upon the PhD proposal seminar.

All the seminars should be announced/organised at least at division level.

Both half-time and Phd proposal seminars have to involve an appointed evaluator (reviewer), who should evaluate the work of the student and provide feedback and suggestions. The evaluator cannot be one of the supervisors and it is strongly recommended to appoint a person with competence in the research area of the student project, from KTH or externally (please note that we do not have any financial compensation scheme for the evaluator). There are no requirements in terms of conflict of interest.

For the PhD proposal, it is strongly recommended to assign the same person as evaluator and later as advanced reviewer of the thesis. Thereby, the advance reviewer will get familiar with the student work at an early stage and will be able to provide more timely feedback for the final thesis. Please note that if the evaluator will also act as an advance reviewer then the evaluator can not be from the same division.

The PhD Office does not require any formal forms or documents associated with the seminars. However, the seminars have to be planned and reported in the student's eISP (Section 3.5).