Policy on advance reviewing of doctoral theses/licentiate theses

Policy document no. 4/97
Valid from 01/10/1997
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This policy is based on:

- The Higher Education Ordinance (SFS [Svensk författningssamling - Swedish Code of Statutes] 1993:100)
- President’s decision Reg. no. 930-742-97 Dossier 60
- President’s decision 431/00, reg. no. 930-738-00, dossier 60
- President’s decision no. 361/2005, “KTH rules of procedure” reg. no. 930-2005-0480, dossier 10
- President’s decision no. 396/2005, reg. no. 930-2005-0553, dossier 60
- President’s decision no. 207/2006, reg. no. V-2006-0357, dossier 60
- President’s decision no. UF-0449-07, reg. no. V-2007-0625, dossier 60
- President’s decision no. UF-314-08, reg. no. V-2008-0420, dossier 60

In order to clarify KTH’s quality requirements for doctoral theses and licentiate theses and the importance of effective internal quality assurance, a policy for advance review of these theses has been drawn up.

For a higher education institution it is extremely important that the doctoral theses and licentiate theses presented should be of the highest quality. KTH’s quality objective is that doctoral theses should be at a level that reasonably fulfills the established requirements for consideration for publication in a scientific journal of solid international standing and licentiate theses should be at a level that enables them to be included as part of a compilation thesis for a doctorate.

The special requirements imposed on the composition of the Grading Board mean that the Board is largely independent from the body (institution) and the supervisors. KTH considers that this independence facilitates objective assessment and affords more gravitas to the Board’s decisions. The Grading Board primarily assesses the work of the doctoral student, but the Board’s assessment and its decision on whether the thesis is passed or failed is at the same time an assessment of the research carried on at KTH.

In order to ensure that KTH’s quality objectives are achieved, doctoral theses and licentiate theses should be reviewed on a continuous basis during the work process. This is primarily the responsibility of the appointed supervisor. In addition, manuscripts should be reviewed internally within the School before these are printed.
The School is responsible for designing the internal review procedure in more detail. The main supervisor’s right to review the manuscript before it is printed should be observed when the review procedure is designed. The main supervisor must certify that a check for plagiarism has been carried out and that any deficiencies have been corrected before the doctoral or licentiate thesis is submitted to the internal quality review.

The internal advance review should be completely separate from the review by the Grading Board at the licentiate seminar and disputation of the thesis. The scientific content should have been reviewed by another teacher in addition to the main supervisor. This person should have obtained a doctoral qualification and should have competence equivalent to docent and may be employed at KTH. The advance review should affirm the quality of the doctoral thesis/licentiate thesis. Documentation on the quality review must be submitted to the School, which is responsible for internal quality control of third-cycle education.

**Form:**

"Summary of quality review" (Summering av kvalitetsgranskning för licentiat- och doktorsavhandling)

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