

PhD Defense Process - Institute of Social Studies

During the PhD Programme, the Candidate completes courses according to the curriculum, writes and publishes at least 3 articles (publishing 1 sole or lead author article is a must), or a monograph + 1 article. The candidate works with the Supervisor(s) towards finalising their mature cover article / monograph draft prior to the defense process.

Main contact: Maiu Reinhold
(maiu.reinhold@ut.ee)



Following progression in the first 3 years....

4th Year - Final Defense Year

Result announcement followed by reception and/or dinner with Opponent(s)



Internal Discussion & Review

1. The PhD Candidate submits the manuscript, approved by the Supervisor(s), to the Programme Director
⌚ At least 2–3 weeks
2. Collegium review & meeting – a 4+ member collegium reads the dissertation and gives detailed comments
 - The Candidate responds to the critique and revises the manuscript (in X weeks)
3. External pre-review (agreed at the end of the Collegium meeting; usually recommended)
⌚ 4–8 weeks
4. The Candidate revises the manuscript (in Y weeks)

Submission to the Institute Council

5. The Candidate submits (electronically):
 - the thesis and documents required by doctoral regulations (DÖE III.5.1)
 - a letter explaining revisions and any disagreements with the Collegium's and Pre-Reviewer's comments
6. The Doctoral Study Specialist checks the documents and sends to the UT Academic Secretary
7. The UT Academic Secretary checks the formal requirements
⌚ 5 days
8. The Doctoral Study Specialist consults the Opponent, the Candidate, the Supervisor(s) and the PhD Programme Director to find the date of defense

Decision: Permission to Defend

9. The Institute Council reviews the dissertation, the review and other documents
⌚ At least 1 week
10. If approved, the Opponent is formally appointed and the defense date and location is confirmed; the Opponent receives an invitation, the thesis and formal instructions
⌚ At least 6 weeks

Preparation for Defense

11. The Candidate arranges layout and printing at UT Press
⌚ At least 2 weeks
12. Dissertation dissemination
 - The Specialist sends the digital version to the Opponent and Council members
 - Printed copies delivered to relevant parties, incl. the UT library for public reading
⌚ At least 2 weeks

Public Defense Procedure

13. Defense session:
 - The Chair opens the defense
 - The Candidate gives 25 minute *lectio precursoria*
 - The Opponent's summary statement
 - Discussion with the Opponent
 - The Opponent's final verdict
 - Questions from the Council & audience
 - Closing remarks by the Supervisor(s) and the Candidate
 - Closed Council meeting and voting

⌚ Time needed