**Updated doctoral study plan to reinstatement of the right to pursue doctoral degree**

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| PERSONAL INFORMATION OF THE DOCTORAL RESEARCHER | |
| Student number: | Date of birth (dd/mm/yyyy): |
| Family name (also previous ones): | Given names: |
| E-mail address: | |
| INFORMATION ON THE DOCTORAL DEGREE AND SUPERVISORY AND THESIS COMMITTEE ARRANGEMENTS | |
| Target degree: | |
| Doctoral programme: | |
| Topic of doctoral dissertation, starting date, and planned schedule for completion: | |
| Reason for failing to register and grounds for re-enrolment (students applying the reinstatement of your right to pursue doctoral degree): | |
| Supervisor/supervisors of doctoral studies (name, degree/title, affiliation, and e-mail address):  1)  2)  3)  Coordinating academic: | |
| Members of the thesis committee (name, degree/title, affiliation, and e-mail address):  1)  2)  Other members | |
| **Appendices** (instructions at the end of the form):  Studyplan for studies to be included in the degree  Researchplan (max 3 pages) | |
| SIGNATURES OF THE DOCTORAL RESEARCHER AND MAIN SUPERVISOR | |
| I am committed to the studies in this updated doctoral study plan and its appendices. I have familiarized myself with the rights and obligations of the doctoral researcher and discussed the supervisory and thesis committee arrangements with my supervisors.    Date, signature and clarification of name of the doctoral researcher | |
| I have familiarized myself with the rights and obligations of supervisors and with the updates in this doctoral study plan and its appendices. I have discussed the supervisory and thesis committee arrangements with the doctoral researcher, and I am committed to work as his/her supervisor.  Date, signatures and clarification of name of the main supervisor | |

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| STATEMENT BY THE COORDINATING ACADEMIC |
| **I** **approve this updated doctoral study plan**. I have familiarized myself with the updates in this study plan and its appendices. The schedules and the planned studies to be included in the degree presented in this plan are in accordance with the requirements of the doctoral programme.  **I approve this updated doctoral study plan on condition that** the student corrects the defects I have listed on a separate sheet. The conditions for approval are presented in such a way that the fulfillment of them can be checked in Viikki doctoral study services.  **I do NOT approve this updated doctoral study plan.** I have familiarized myself with the updates in this study plan and its appendices. The plan has deficiencies for which the update cannot be approved. More detailed reasons are given on a separate sheet.  Date, signature and clarification of name of the coordinating academic  If the coordinating academic sets conditions on the approval of the updated doctoral study plan, such as supplementing the planned studies or arrangements for supervision, these conditions must be presented in writing in such a way that the fulfillment of them can be checked in Viikki doctoral study services.  If the coordinating academic does not approve the updated doctoral study plan the reason(s) for non-approval must be given in writing on a separate sheet. |
| The updated doctoral study plan signed by the coordinating academic with necessary appendices must be submitted to following address: [viikki-phd@helsinki.fi](mailto:viikki-phd@helsinki.fi) |

**QUICK INSTRUCTIONS ON HOW TO FILL IN THE FORM:**

In accordance with Section 39 of the Universities Act, all students must register as attending or non-attending students each academic year. <https://studies.helsinki.fi/instructions/article/attendance-registration-doctoral-researchers>

If it has been more than one academic year since you last registered as attending or non-attending at the University, you must apply for the reinstatement of your right to pursue doctoral studies form your home faculty. <https://studies.helsinki.fi/instructions/article/resuming-doctoral-studies>

The decision and the instructions for re-enrolment will be delivered to the applicant by e-mail.

An applicant who has received a rejection decision can submit a written appeal to the Faculty Council within 14 days of the date the decision was sent to the applicant.

**APPENDICES:**

**1) The plan for studies to be included in the doctoral degree** comprises the studies the student plans to include in his/her degree (list all studies: those to be completed in the future and those already completed)

**You find your doctoral programme’s degree requirements**: <https://studies.helsinki.fi/instructions/article/scope-and-structure-doctoral-degrees>

**2) The research plan** (max 3 pages) should include the following information: (1) author, supervisor(s) and research group or institute, date of the plan (2) topic/title of the research project, (3) background and significance, (4) aims, (5) methods, material and required permits (broadly), (6) execution plan with schedules, (7) funding plan, and (8) relevant references.

**APPROVAL OF THE UPDATED DOCTORAL STUDY PLAN**

The coordinating academic must not approve an updated doctoral study plan if the research plan and schedule for completing the research are unrealistic, the planned studies do not fit the field of the doctoral programme or are inadequate, the arrangements for supervision and/or thesis advisory committee are inadequate, or it is otherwise clear that the conditions for completing the degree are not fulfilled. The coordinating academic may also require that the student makes changes in the postgraduate study plan and/or its appendices before the coordinating academic approves the plan.