



HELSINGIN YLIOPISTO

MATEMAATTIS-LUONNONTIETEELLINEN TIEDEKUNTA

## POSTGRADUATE STUDY PLAN

This form is intended for updating the postgraduate study plan in the Faculty of Science. Please read the instructions at the end of this form before you start filling it out.

### PURPOSE

<input type="checkbox"/> Annual update	<input type="checkbox"/> register monitoring	<input type="checkbox"/> change of major subject/doctoral programme
<input type="checkbox"/> other, please specify		

### PERSONAL DATA

Personal ID number	Student number
Family name (incl. previous)	First names
Postal address	Postal code and city
Phone number	E-mail address

### POSTGRADUATE STUDY PLAN

Aim of studies <input type="checkbox"/> doctorate <input type="checkbox"/> licentiate	Attendance during this academic term (to be marked in student register) <input type="checkbox"/> attending 76-100 % <input type="checkbox"/> 51-75 % <input type="checkbox"/> 26-50 % <input type="checkbox"/> 0-25 % <input type="checkbox"/> non-attending
Department and major subject	
Doctoral programme	
Responsible supervisor and additional supervisor(s) (title, name, department and e-mail address)	
Title of doctoral dissertation/licentiate thesis	
Estimated graduation (month/year)	Postgraduate studies begun (year)

Postgraduate studies (min. 60 credits) to be included in degree; planned schedule

Already completed studies in total (credits)

Present status of dissertation/thesis and required steps for completion

**THOSE IN REGISTER MONITORING FILL THIS PART**

Reasons for delayed studies:

- difficulties in research
- pursuing another degree at the same time
- postgraduate studies as a secondary occupation
- family matters
- financial matters
- lack of supervision
- lack of motivation
- other reason:  
(justify)

**ATTACHMENTS**

- Research plan                       other?

**SIGNATURE**

Date and signature of the student:

\_\_\_\_\_ . \_\_\_\_\_ . \_\_\_\_\_

Date and signature of the supervisor:

\_\_\_\_\_ . \_\_\_\_\_ . \_\_\_\_\_

**TO BE COMPLETED BY THE DEPARTMENT AND DOCTORAL PROGRAMME (for those in register monitoring)**

**Department approval**

- The department approves of the post graduate study plan.      Validity ends: spring/fall 20\_\_\_\_  
Valid for a maximum of three years. Overline the unnecessary.
- The postgraduate study plan requires improvement. The plan must be improved as follows:
- The department rejects the applicant's postgraduate study plan. Grounds for rejection:

Date and signature (and name in block letters) of the professor who handled the study plan:

\_\_\_\_\_ . \_\_\_\_\_ . \_\_\_\_\_

**Approval of the doctoral programme for those who are a part of doctoral programme**

The postgraduate study plan is                       approved                       rejected  
Grounds for rejection:

Date and signature (and name in block letters) of the director of the doctoral programme:

\_\_\_\_\_ . \_\_\_\_\_ . \_\_\_\_\_

**INSTRUCTIONS**

The personal postgraduate study plan must be updated at least once per year and it has to include objectives and the extent to which they have been achieved in both studies and research work. Each time the plan is updated it is required to have at least once per year a meeting between the student and the responsible adviser.

**Postgraduate studies**

The doctoral degree in philosophy includes a doctoral thesis, research work, and 60 credits worth of postgraduate studies which consist studies in the field of research as well as general postgraduate studies. The general postgraduate studies must total at least 10 credits and must include studies in the philosophy of the discipline and in research ethics, studies preparing the student for specialist work, and international scientific activities. The general postgraduate studies can consist of separate courses or they can be integrated in research work or in studies in the student's own field of research. The postgraduate studies in the licentiate degree are the same as postgraduate studies in the doctoral degree. Departmental postgraduate degree requirements may include more detailed regulations concerning studies in included in a postgraduate degree. This form can not be used to depart from the degree requirements.

**INSTRUCTIONS FOR THOSE IN REGISTER MONITORING**

The register monitoring for postgraduate students is implemented six years after the beginning of postgraduate studies. After this a student who is registered as attending in the student register is required to write an updated study plan with his/her supervisor. This might also require an update of the research plan.

Students in register monitoring must submit a copy of the signed form to the Student Services. The Student Services will remove the registration block.

If the department of the doctoral programme does not approve the postgraduate study plan, then the signed plan, with reasoning, will be returned to the Student Services. The dean will then make a decision on the matter.