

SCHEDULE FROM PRE-EXAMINATION TOWARDS GRADUATION, DOCTORAL PROGRAMME IN SCIENCE

After each decision, you will also receive instructions for the following step. The decision types/categories are described in more detail in Aalto.fi

These times are minimum times, for example summer season and national holidays extend processing times. No decisions are made in July.

Doctoral student	1. Submits the application for pre-examination and permission for public defence				5. Based on the decision, the student makes corrections. (If the required corrections are only minor the process moves to step 7)*		7. Submits the application of the opponent(s), custos and other details of the public defence **		9. Publishing and printing of the thesis***	11. Public defence		
Doctoral Programme		2. DP office processes the application and DPC makes the decision on appointing pre-examiners and sending the manuscript for pre-examination (regular meeting)		4. DPC decides on granting the permission for public defence based on the pre-examination statements (e-mail meeting)*		6. 2nd round (if needed): DPC makes a new decision on granting the permission for public defence (e-mail meeting)		8. DP office processes the application and DPC decides on nomination of the opponent and on the details for public defence				DPC approves the thesis in a regular meeting and Dean makes decision on granting the degree
Examiners / other			3. Pre-examiners evaluate the thesis manuscript and submit their statements						10. Public display 7 days, simultaneously printing + delivery	11. Opponent examines the thesis in the public defence	12. Opponent gives the statement	
Timeline (approximate times)		~2 weeks	4 weeks	2 weeks	max. 3 months*	2 weeks**		~1 week	4-5 weeks, but minimum 24 days***		max. 2 weeks	in the next possible DPC meeting

Recommended timeline: max. 2 months

Reserve about 4-6 months for the whole process

* If the decision is in category 3, no or only minor revisions are required, the process moves to step 7. In category 2, the student has 3 months' time to make the corrections. In category 1, the process returns to step 3.

** The application can also be submitted simultaneously with the corrections. Prepare defence within 2 months from permission. Please note that the opponent needs to be confirmed well in advance (about 5 weeks) before the defence date.

*** You can significantly reduce this time by beginning the publishing process and continuing to certain point beforehand.

NB! Do NOT accept the final proof version before the opponent and defence details are confirmed