

Decision types on permission for public defence

Category A – Permission granted

The thesis has nothing in particular to correct. **Permission for public defence is granted** as is. The supervising professor will check the minor linguistic and/or editorial corrections, if needed.

Category B - Permission granted as conditional

Permission for public defence is granted to the manuscript, provided that the comments/requests suggested by the pre-examiners are taken into account under the supervision of the supervising professor. **The decision is conditional**, and will expire, if the material below is not submitted or confirmed by the chair of the committee.

The student is asked to prepare a **response letter** that lists all the comments/requests given by the pre-examiners/committee. Following each comment, the student addresses the concern and makes the change/correction in the thesis manuscript, or gives a rebuttal if they disagree with the comment/request. The response letter needs to be formatted so that the comments/requests from the pre-examiners/the committee clearly stand out from the student's own responses (e.g. in different font, colour, boldface or italics). Also, the **revised doctoral thesis manuscript** needs to be formatted so that the corrections are clearly shown (e.g. in different colour).

The response letter, the revised manuscript, and a **letter by the supervising professor** confirming that the needed changes have been made in the manuscript, are to be sent to the doctoral programme committee (doctoral-sci-elec@aalto.fi). After receiving and assessing the material specified above, the chair of the doctoral programme committee confirms the permission for public defence, if the corrections have been satisfactorily made.

The time limit for submitting the response letter, the revised manuscript and the letter by the supervising professor is **three (3) months**. On reasonable grounds, the time may be extended upon request.

Category C – Corrections and new decision

Before granting the permission for public defence the doctoral programme committee requires that the corrections suggested by the pre-examiners are taken into account.

The student is asked to prepare a **response letter** that lists all the comments/requests given by the pre-examiners/committee. Following each comment, the student addresses the concern and makes the change/correction in the thesis manuscript, or gives a rebuttal if they disagree with the comment/request. The response letter needs to be formatted so that the comments/requests from the pre-examiners/the committee clearly stand out from the student's own responses (e.g. in different font, colour, boldface or italics). Also, the **revised thesis manuscript** needs to be formatted so that the corrections are clearly shown (e.g. in different colour).

The response letter, the revised manuscript, and a **letter by the supervising professor** confirming that the needed changes have been made in the manuscript are to be sent to the doctoral programme committee (doctoral-sci-elec@aalto.fi). After receiving and assessing the material specified above, the doctoral programme committee will make a new decision on the permission for public defence.

The time limit for submitting the response letter, the revised manuscript and the letter from the supervising professor is **one (1) year**.

Category D – Corrections, re-examination and new decision

Before granting the permission for public defence the doctoral programme committee requires that the corrections suggested by the pre-examiners are taken into account.

The student is asked to prepare a **response letter** that lists all the comments/requests given by the pre-examiners/committee. Following each comment, the student addresses the concern and makes the change/correction in the thesis manuscript, or gives a rebuttal if they disagree with the comment/request. The response letter needs to be formatted so that the comments/requests from the pre-examiners/the committee clearly stand out from the student's own responses (e.g. in different font, colour, boldface or italics). Also, the **revised thesis manuscript** needs to be formatted so that the corrections are clearly shown (e.g. in different colour).

The response letter, the revised manuscript, and a **letter by the supervising professor** confirming that the needed changes have been made in the manuscript are to be sent to the doctoral programme committee (doctoral-sci-elec@aalto.fi). The time limit for submitting the response letter, the revised manuscript and the letter by the supervising professor is **one (1) year**.

Based on the response letter, the revised manuscript and the letter from the supervising professor, the doctoral programme committee will **decide on sending the revised manuscript for re-examination**.

At its discretion, the committee may request the student for more corrections before sending the manuscript to the pre-examiners. Once the corrections have been made to the satisfaction of the committee, the revised manuscript and the response letter will be sent for a re-examination.

The pre-examiners will be asked to provide re-examination statements on the corrected thesis. After receiving the re-examination statements the doctoral programme committee will make a **new decision** on permission for public defence based on the revised thesis and the re-examination statements of the pre-examiners.

Category E - Rejected

The manuscript in its current form is rejected. The contents of the thesis require extensive revisions along with other corrections and suggestions for improvement. If a corrected manuscript is submitted, the pre-examination process starts over.

The doctoral student may stop the examination process if the pre-examiners' statements give cause to expect that the Doctoral Programme Committee will not grant permission for public defence.

- The examination process can be stopped by informing the Doctoral Programme Committee about it (an email to the Doctoral Education Services of ELEC).
- After stopping the examination process the doctoral student may discuss continuing to write the thesis with the supervising professor.
- After completing the new thesis manuscript, the pre-examination process will start over again. The supervising professor writes a separate proposal (with motivations) to the Doctoral Programme Committee concerning the revised manuscript and new pre-examiners.

If the doctoral student chooses not to stop the process, the Committee shall make a decision.