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## **CALL FOR APPLICATIONS FOR DOCTORAL RESEARCHER POSITIONS AT THE UNIVERSITY OF TURKU GRADUATE SCHOOL, UTULING DOCTORAL PROGRAMME**

### **Doctoral Programme at the Faculty of Humanities: Utuling**

The mission of Doctoral Programme in Language and Translation Studies, Utuling is to provide PhD training for language specialists in a world of multilingualism and multiculturalism, where encounters between different languages and their speakers are increasingly important. Our aim is to provide the future PhDs with a broader understanding of language than considering it as a communicative tool only; with the skills to analyse languages and interaction in depth, and with the tools to become language experts, for whom international networking, publishing and mobility are a self-evident part of their scholarly identity.

### **Application period and what can be applied for**

During the application period **28 August–13 September 2024**, the Utuling Doctoral Programme invites applications for:

**a) the right to study for a doctoral degree at the University of Turku begins on January 1, 2025**

**b) fixed-term Doctoral Researcher positions under an employment contract**

The position of a fixed-term doctoral researcher is set to begin on 1 January 2025 at the earliest and for the duration of a maximum of four years (up to until 31 December 2028). The positions are primarily intended for full-time doctoral dissertation research and doctoral studies with the aim of completing the doctoral degree in four years. Duties other than those related to doctoral dissertation research must not compromise the full-time doctoral dissertation research. As a rule, teaching can be at most 5% (maximum about 80 h/ academic year) of the annual working time of the Doctoral Researcher.

When determining the length of the employment contract, prior funding granted for pursuing a doctoral degree, planned schedule and current phase of the research will be taken into account. The maximum length for a Doctoral Researcher position is four years. A person already awarded with a doctoral degree cannot be chosen as a Doctoral Researcher under an employment contract.

A doctoral researcher position requires working in Finland. The place of work is Turku. The University of Turku has flexible opportunities for remote work. The doctoral researcher works at the School of Languages and Translation Studies.

The salaries are determined in accordance with the University salary system for teaching and research personnel. It consists of a task-specific salary component and a personal performance salary component. The task-specific salary component of a doctoral researcher is at level 2–4, depending the progress of the doctoral project. The personal performance component, added on top of the task-specific base salary is also paid. For a doctoral researcher, the salary will be commensurate with qualifications and experience and will be approximately 2500–3300 €/month, depending on the progress of the doctoral project. The position has a probationary period of six months.





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**c.) both of the above (a and b)**

**Who may apply**

**The right to study for a doctoral degree at the Faculty of Humanities, University of Turku can be applied for by**

- Applicants who have completed a relevant Master's degree awarded by a university or a university of applied sciences, or a relevant study programme abroad which in the awarding country gives eligibility for the corresponding level of higher education (Universities Act 558/2009, 37§)
- Applicants who in addition fulfil the University of Turku language skill requirements. [Link to language requirements in the web page of the university's graduate school.](#)

**Salaried Doctoral Researcher positions can be applied for by**

- Persons who have an active right to study for a doctoral degree at the Faculty of Humanities, University of Turku in the Utuling doctoral programme.
  - Persons who do not yet have a study right for a doctoral degree but have completed a Master's Degree, other applicable higher education degree or a corresponding international degree and whose degree and research plan are in accordance with the disciplines included in the Doctoral Programme. A right to pursue for a doctoral degree is a prerequisite for an applicant to be chosen for a fixed-term doctoral researcher position under an employment contract. Therefore, the applicant who do not have the right to pursue a doctoral degree have to apply for it by filling in an electronic form in My Studyinfo service (for details, please, see section "How to apply the right to study for a doctoral degree").;

Persons who already have a doctoral degree cannot apply for the fixed-term Doctoral Researcher position.

**How to apply**

**Please note, that when applying for both the right to study and a fixed-term doctoral researcher position, you will need to fill in the application with the required attachments to the separate online systems (see more information below).** The right to study for a doctoral degree is applied for by filling in an electronic form in the My Studyinfo service and the fixed-term doctoral researcher positions are applied for by filling in an electronic form in the University of Turku recruitment system (TalentAdore). For both applications you will need to attach the required additional documents (in pdf form). Application documents are specified below in section Application documents (Attachments). All application documents must be written either in Finnish, Swedish or in English.

**How to apply the right to study for a doctoral degree:**

The right to study for a doctoral degree is applied for by filling in an electronic form in My Studyinfo service and attaching the required additional documents specified in Attachments





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section below. The form will be accessible as the application period begins on 28 August 2024 and closes at 4 pm (local time in Finland) on 13 September 2024. [Link to the University of Turku Graduate School web page, where the application form can be found.](#)

During one application round the applicant may apply to a maximum of two doctoral programmes at the University of Turku. You can only have one valid study right at a time for a doctoral degree at the University of Turku.

Applications that arrive after the application period has ended will not be processed. When the application period has ended, you cannot change the doctoral programme you are applying for, or any other information.

In My Studyinfo service, you can only apply for right to study a doctoral degree. If you also want to apply for a fixed-term doctoral researcher position under an employment contract, you must apply for that position separately (for details, please, see section “How to apply the fixed-term doctoral researcher position under an employment contract”).

### **How to apply the fixed-term doctoral researcher position under an employment contract**

The fixed-term doctoral researcher position under an employment contract is applied for by filling in an electronic form in the University of Turku recruitment system (TalentAdore) and attaching the required additional documents specified in Attachments section below. The form will be accessible as the application period begins on 28 August 2024 and closes at 4 pm (local time in Finland) on 13 September 2024.

The positions are announced at the beginning of the application period in the Open Vacancies at the University of Turku website and on the website of the Graduate School. [Link to the University of Turku Graduate School web page, where the application form can be found.](#) Applications that arrive after the application period has ended will not be processed. When the application period has ended, you cannot change the doctoral programme you are applying for, or any other information.

A person selected for the position is required to have an active right to study in the Utuling doctoral programme. If you have not yet been granted a right to study, you must apply for a right to pursue a doctoral degree in the Utuling doctoral programme by filling in an electronic form in My Studyinfo service (for details, please, see section “How to apply the right to study for a doctoral degree”).

### **Application documents**

Those applying for a right to pursue a doctoral degree are required to submit attachments 1-6. Those who are applying for a fixed-term Doctoral Researcher position under an employment contract, are expected to submit attachments 1, 2 and 7.

All application documents must be written either in Finnish, Swedish or in English.





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## Attachments

1. Research plan (max 5 pages, for guidelines see: <https://www.utu.fi/en/university/faculty-of-humanities/doctoral-training/how-to-apply> (Research Plan).  
By attaching the research plan to the application form, the applicant gives permission to check the research plan with *Turnitin OriginalityCheck* software (a system for electronic plagiarism detection). If the applicant has used AI in the design of the research plan, they must report on how it has been used.
2. Letter of motivation  
Motivation letter is one page long freeform document, which includes the reasons for applying for the doctoral studies and/or salaried Doctoral Researcher position at the University of Turku.
3. Degree certificates and transcripts of study records
  - A. If the applicant has completed the former degree(s) which make them eligible for doctoral studies at a university in Finland, the degree certificates, the transcripts of study records and other educational documents which may be of relevance in the student selection must be attached to the electronic application form.
  - B. If the applicant has completed the former degree(s) which make them eligible for doctoral studies at a university abroad (i.e. outside Finland), they must attach the following items to the electronic application form:
    - scanned original degree certificates (in the same language as the degree was completed in)
    - scanned original transcripts of study records (in the same language as the degree was completed in)
    - scanned other original educational documents which may be of relevance in the student selection
    - If the original degree certificates and other educational documents are not written in English, Finnish or Swedish, official translations to one of these languages must also be submitted. An official translation here refers to a translation of the educational documents issued by the awarding institution or a translation made by an authorized translator. A transcript in English can be replaced by a Diploma Supplement awarded by a European educational institution if it contains the information about completed courses and other study attainments.
4. Verification of language proficiency  
The University of Turku follows the Rector's decision (15 Aug 2019) on the means of verifying one's language proficiency. See the language requirements on the webpage of the university's graduate school: <https://www.utu.fi/en/research/utugs/how-to-apply/language>
  - If the applicant is required to prove their language proficiency with the language test, a scanned certificate of a completed language test must be attached to the application





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5. Statement of the major subject

The applicant must ask for a statement concerning their application from the professor in charge of postgraduate studies at the possible future major subject. A positive statement from the major subject is a prerequisite. The professor in charge of doctoral studies in the major subject is asked to send the statement directly to the faculty, humpostgraduate(at)utu.fi, by the end of the application period.

**SUPERVISION**

Well before submitting the application (usually for at least a month before), the applicant must contact the major subject that most closely corresponds to their research interests and agree on a preliminary research plan and study plan as well as on the arrangements concerning the supervision of the future doctoral dissertation. See:

<https://www.utu.fi/en/research/utugs/doctoral-programme-in-languages-and-translationstudies/admission>

6. Copy of a valid passport

A copy of valid passport or official identification card with photo and information on citizenship. If applicant has a Finnish personal identity code and they have entered it on the application form, they do not need to attach a copy of their passport.

7. CV and List of publications (CV according to guidelines of the Finnish Advisory Board of Research Integrity, [http://www.tenk.fi/sites/tenk.fi/files/CV\\_english\\_270613.pdf](http://www.tenk.fi/sites/tenk.fi/files/CV_english_270613.pdf))

**Assessment of applications and decisions**

Applications which arrive in time and meet the criteria for the Doctoral Programme will be evaluated by the steering committee of the doctoral programme. The decision as to whether the applicant has been granted the right to study is made by the Dean upon the recommendation of the steering committee of the doctoral programme. The decision is drafted evaluating each applicant's application documents according to the admission criteria and taking account of the statement made by the person responsible for postgraduate degrees at the major subject. The evaluation criteria are the following: quality of the research plan, its clarity, feasibility and scholarly significance, research skills indicated and motivation. One criterion can also be whether or not the department can offer supervision in the applicant's field of research.

All applicants will be personally informed about the decisions by the end of November 2024.

An admitted applicant has to notify the University of Turku of their acceptance of the study place by 13 December 2024 at 3:00 pm (local time in Finland) according to the instructions given in the admission notification. If the admitted applicant does not give the notification by the end of the allotted time period mentioned above, the applicant forfeits the study place. A person admitted to more than one university or polytechnic degree programme only notifies the one educational institution at which they choose to accept the study place. Notification, i.e. accepting a study place, is binding and may not be cancelled or changed later. According to Finnish university legislation, an applicant may accept only one study place leading to a higher education degree in Finland during one academic term (autumn term 1 Aug – 31 Dec or spring term 1 Jan – 31 Jul). This rule applies to all higher education, i.e. Bachelor's and Master's level degrees awarded by Finnish universities of applied sciences, Bachelor's and Master's degrees awarded by Finnish universities, and Licentiate and Doctoral degrees awarded by Finnish universities. This regulation is not applied to study rights received in transfer student selections, from the Åland University of





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Applied Sciences, from the Police University College, and from institutions of higher education outside Finland.

The applicants who have completed their prior degree in a country other than Finland and who are granted a study right in this call, need to deliver either the original degree certificates or certified copies of the original degree certificates and their translations to the University of Turku, as instructed in the admission notification, on 7 March 2025 at the latest. If the admitted applicant does not deliver the required certificates (in a paper form) by the deadline, they forfeit the study right. [Link to instructions on providing original educational documents and country-specific requirements.](#)

If an applicant is dissatisfied with the result of the student selection (right to study for a doctoral degree), they have the right to submit an application for the rectification of the decision to the Faculty of Humanities within 14 days of the official publishing of the results. Contact and further information: [humpostgraduate@utu.fi](mailto:humpostgraduate@utu.fi)

Applications for fixed-term doctoral researcher positions under employment contract are evaluated by the members of the doctoral programme's steering committee in cooperation with external evaluators. In the selection process for the doctoral researcher positions, the following factors are emphasised: quality and feasibility of the research plan, applicant's merits and completed studies as well as applicant's capability and motivation to complete a doctoral degree. The phase of the doctoral research and any other funding received by the applicant for doctoral studies can be taken into consideration when determining the duration of the doctoral researcher position. Those applied for a fixed-term doctoral researcher position may be interviewed. Applicants will be notified separately for interviews. On the proposal of the steering committee, the Head of the School of Languages and Translation Studies will decide on accepting the applicant as a salaried doctoral researcher.

All applicants will be personally informed about the decisions. The names of the applicants who have been selected for the fixed-term doctoral researcher position under employment contract will be announced on the website of the doctoral programme by the end of November 2024.

**Further information:**

Concerning the right to pursue a doctoral degree: <https://www.utu.fi/en/university/faculty-of-humanities/doctoral-training> -> Post Graduate Study Guide 2024-2025

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