

**REGULATIONS FOR THE DEGREE
PHILOSOPHIAE DOCTOR (PhD)
AT THE NORWEGIAN UNIVERSITY OF LIFE SCIENCES**

with supplementary provisions

*Adopted by the Board of the Norwegian University of Life Sciences (UMB) on 5 March 2009
pursuant to the provisions of Act No 15 of 1 April 2005 relating to Universities and University*

Colleges Sections 3-3 and 3-7.

Last amended on 20 December 2012.

*(Supplementary provisions in italics, adopted by the Board of the Norwegian University of Life Sciences on 5 March
2009.*

Last amended on 20 December 2012.)

Table of contents

| | |
|--|----|
| Chapter 1 Scope..... | 1 |
| Chapter 2 Objective of the PhD programme | 2 |
| Chapter 3 Responsibility for the PhD programme | 2 |
| Chapter 4 Contents of the PhD programme | 2 |
| Chapter 5 Admission | 2 |
| Chapter 6 Contract..... | 3 |
| Chapter 7 Contract period | 4 |
| Chapter 8 Academic training component, individual education plan | 4 |
| Chapter 9 Supervision and affiliation to a research group | 6 |
| Chapter 10 PhD Thesis | 6 |
| Chapter 11 Quality assurance and reporting | 8 |
| Chapter 12 Basis for conferral of the degree of Philosophiae Doctor (PhD) | 8 |
| Chapter 13 Appointment of an evaluation committee..... | 8 |
| Chapter 14 Submission of the thesis | 9 |
| Chapter 15 The evaluation committee's evaluation of the thesis..... | 9 |
| Chapter 16 The evaluation committee's report on the thesis..... | 10 |
| Chapter 17 Publication of the thesis | 11 |
| Chapter 18 Trial lecture..... | 12 |
| Chapter 19 Public defence of the thesis (disputation) | 12 |
| Chapter 20 Statement from the evaluation committee..... | 13 |
| Chapter 21 Conferral of the degree, certificate and diploma..... | 13 |
| Chapter 22 Appeals..... | 13 |
| Chapter 23 Joint supervision and collaboration on the education of PhD candidates..... | 14 |
| Chapter 24 Final provisions..... | 14 |

Chapter 1 Scope

Section 1-1 These regulations apply to the doctoral programme leading to the degree of Philosophiae Doctor (PhD) at the Norwegian University of Life Sciences (UMB). The regulations concern the objectives of, responsibility for, admission to, and completion and conclusion of a PhD programme, including cooperation on PhDs with another degree-conferring institution.

Section 1-2 Reference is also made to the 'Guidelines for the evaluation of candidates for the PhD degree at the Norwegian University of Life Sciences (UMB)' adopted by the University Board on 5 March 2009.

Chapter 2 Objective of the PhD programme

Section 2-1 The objective of the PhD programme at UMB is to train independent researchers who are qualified to conduct research of international quality and to perform other types of work where society requires a high level of scientific expertise and analytical thinking in accordance with sound scientific practice and established research ethics standards.

The PhD programme aims to provide the candidate with knowledge, skills and expertise in keeping with the national qualifications framework.

Chapter 3 Responsibility for the PhD programme

Section 3-1 The University Board has overall responsibility for the PhD programme at UMB, and the Board issues regulations for the organisation of the programme.

Section 3-2 In cases where a department is the decision-maker, the department's board shall determine the division of responsibility between different departmental bodies.

Section 3-3 The Central Education Committee (SN) and the Research Committee (FON) collaborate on, and are jointly responsible for, the PhD programme at UMB.

- SN and FON may adopt supplementary provisions within the framework of these regulations.
In the event of disagreement between SN and FON, the matter shall be settled by the University Board.
- SN has overall responsibility for ensuring that the quality assurance system for the academic training component of the PhD programme is complied with and further developed.
- FON has overall responsibility for ensuring that the quality assurance system for the research component of the PhD programme is complied with and further developed.

Chapter 4 Contents of the PhD programme

Section 4-1 The PhD programme includes:

- independent research work in cooperation with a team of supervisors and, if relevant, with other researchers
- an approved academic training component
- participation in active national and international research groups
- the dissemination of research of that is closely related to the doctoral degree work
- production of a doctoral thesis based on the research work.

Chapter 5 Admission

Section 5-1 To be accepted as a PhD candidate, the applicant must have an academically relevant education corresponding to a five-year Norwegian degree programme, where 120 credits are at master's degree level. Through the degree programme, the applicant must have achieved learning outcomes corresponding to the Norwegian qualifications framework's second cycle. Documented proficiency in English is required.

The applicant must have a strong academic background from previous studies. Grades from higher degree examinations (120 credits) should normally be among the upper half of the student population.

Section 5-2 Admission takes place continuously throughout the year. The individual department is the formal admission authority.

An application for admission shall be sent to the relevant department on the prescribed application form, and admission shall be granted no later than three months after start-up (see Ad 5-2).

Section 5-3 The application for admission shall include:

- documentation of the education on which admission will be based
- documentation of proficiency in English
- a brief description of the project (as an enclosure)
- an explanation of the required infrastructure
- a request, if relevant, to use a language other than English or Norwegian in the thesis
- a proposal for a main supervisor
- an overview of sources of funding.

Section 5-4 A decision on admission shall be based on an overall assessment of the application. It is a prerequisite for admission that the applicant's academic background satisfies the requirements in section 5-1. Academic supervisors shall be appointed, and the date for start-up and conclusion of the contract shall be stipulated in the decision on admission.

Admission may be made conditional upon:

- funding, admission capacity, supplementary education and a solution being found to infrastructure requirements.
- agreement being reached on any intellectual property rights issues when the contract is signed (cf. Section 6-1).

Supplementary provisions to Chapter 5

Addition to Section 5-1 Requirement for proficiency in English:

- a) Upper secondary school foundation/ level 1 course in English (5 periods per week) with the grade 4 or better (alternatively, a pass in English in upper secondary advanced course I and/ or II)
- b) Test of English as a Foreign Language (TOEFL) with a result of at least: 550 points for the paper-based test (PBT) or 80 points for the internet-based test (IBT)
- c) International English Language Testing Service (IELTS) test with a score of at least 6.0 points.
- d) Other approved documentation by individual assessment.

Addition to Section 5-2 By 'start-up' is meant the commencement date (project research fellows, both internal and external, plus university research fellows), the start-up date for doctoral degree work at UMB (quota scheme research fellows and non-employed research fellows with grants) or the start-up date for the doctoral degree collaboration with an academic supervisor employed by UMB.

Chapter 6 Contract

Section 6-1 The PhD programme shall be formalised in a written contract no later than six months after commencement. The contractual parties are the PhD candidate, the academic supervisory team, the department to which the candidate has been admitted and any external institutions involved.

The contract shall stipulate the parties' responsibilities, rights and obligations – including issues such as funding, supervision, reporting, publishing and the ownership of research results.

The contract shall ensure that the PhD candidate is included in an active research group and shall facilitate completion of the PhD programme by the agreed time.

The contract shall contain or be accompanied by:

- a funding plan
- copyright agreements, if relevant
- intellectual property rights agreements, if relevant

Section 6-2 If significant changes occur in the agreed conditions during the PhD programme, a new contract shall be drawn up.

Chapter 7 Contract period

Section 7-1 The PhD programme shall be organised in such a way that it can be completed within the prescribed period of three years of full-time study.

Section 7-2 The contract period shall be stated in the contract.

The department can extend the contract period on the basis of an application from the PhD candidate stating the grounds for the extension. If an extension is granted, the department can stipulate further conditions. If the candidate's training is interrupted for legally justified reasons, the contract period will be extended correspondingly.

After the expiry of the contract period, the parties' rights and obligations pursuant to the PhD contract lapse.

The candidate may nevertheless apply to be allowed to submit the thesis for evaluation for the PhD degree.

Section 7-3 The maximum permitted period for completing the PhD programme is eight years after a deduction has been made for required work and legally justified interruptions. The PhD candidate will forfeit the right to a public defence of his/her thesis if the maximum study period is exceeded.

Section 7-4 The candidate and the department may decide that the PhD candidate will leave the PhD programme before the end of the contract period. In connection with such termination of the PhD programme, it must be stipulated in writing how issues relating to employment, funding, rights to results etc. shall be settled.

In the event of material breach of contract, such as violation of ethical principles, lack of progress over time or other repeated or gross breaches due to factors under the candidate's control, the department may decide that the PhD Programme shall be involuntarily terminated before the end of the contract period.

Chapter 8 Academic training component, individual education plan

Section 8-1 UMB is responsible for ensuring that the academic training component, together with the work on the thesis, results in an education at a high academic level and a learning outcome that is in compliance with the descriptions in the Norwegian qualifications framework. The programme shall be in accordance with international standards, and include completion of a piece of scientific research, training in academic dissemination and an introduction to research ethics, the philosophy of science and scientific methods.

If UMB does not organise the whole academic training component, arrangements shall be made to ensure that the PhD candidate can participate in appropriate training at other institutions or units that provide accredited PhD training. In a subject where no suitable course is available, an independent course at the 400 level may be approved as part of the academic training component.

Section 8-2 The academic training component shall include courses equivalent to 30-70 credits at the 300 level (master's degree) or the 400 (PhD) level. A course in research ethics shall be included in the academic training component. Elements that shall be included in the academic training component should not be older than two years on the start-up date.

Section 8-3 An individual education plan shall be prepared within six months of start-up. The education plan shall be prepared in cooperation with the supervisory team and shall include:

- a complete project description of the research assignment
- a progress plan for completion of the research component
- a progress plan for completion of the academic training component, including course descriptions
- plans for any stays at other institutions, including foreign universities, research institutions or enterprises
- a publication plan.

The department shall approve the education plan. Should the need arise for significant changes to the individual education plan, a revised plan must also be approved.

Section 8-4 For the academic training component to be approved, the candidate must have achieved the grade C or better in all subjects and an average of B or better for courses taken at UMB or at other educational institutions in Norway, and for which letter grades are awarded. Other courses shall not be included when calculating the grade average, but are approved if passed.

Section 8-5 The academic training component must be completed and approved by the department before the thesis is submitted.

Supplementary provisions to Chapter 8

Addition to Section 8-2 *Each department may stipulate specific requirements for the number of credits in the academic training component within the range of 30 to 70 credits. Such requirements will be stipulated by the department's board.*

Addition to Section 8-4 *The provision in section 8-4 shall also apply to PhD candidates admitted to UMB during the period from 1 January 2007 to 1 April 2009, and who, pursuant to the PhD regulations that applied during that period, were required to achieve the grade B or better in all courses included in the academic training component. There is a legal basis for giving this provision retroactive effect, as it is to the benefit of the PhD candidates admitted during the period.*

The grade requirement for students admitted to PhD programmes at UMB before 1 January 2007 is the grade C or better for courses completed before 1 April 2009. By 'completed' is meant the date of the examination, the date of submission of the final assignment, or, if applicable, of completion/ submission of the final compulsory activity/ assignment pertaining to the course.

PhD candidates who have been awarded the grades C, D, E, F, or 'failed' for a course included in the academic training component, can resit the examination, either during the period for postponed or resit examinations, or at the next ordinary examination.

Addition to Section 8-5 The department shall approve the academic training component on the basis of documentation (transcripts of grades/certificates and diplomas) submitted by the PhD candidate for courses included in the approved individual education plan. The PhD candidate shall also document how the grade requirement in Section 8-4 is met.

Chapter 9 Supervision and affiliation to a research group

Section 9-1 The work on the PhD thesis shall be carried out under individual supervision. A supervisory team shall be appointed that consists of at least two researchers, one of whom shall be appointed main supervisor.

Section 9-2 All academic supervisors must hold a doctoral degree or equivalent qualification in the relevant subject area and be active researchers. The main supervisor shall have previous experience or training in academic supervision of PhD candidates.

Section 9-3 The main supervisor has chief academic responsibility for the candidate. The main supervisor shall be employed at UMB.

The main supervisor is responsible for ensuring that the PhD candidate maintains regular contact with his/her supervisors. The supervisory team shall be jointly responsible for the academic follow-up of the PhD candidate and shall make arrangements to ensure that he/she participates in an active research group with senior researchers and other PhD candidates.

Section 9-4 The supervisors are required to stay informed about the progress of the candidate's work and to assess it in relation to the progress plan. The supervisors are required to follow up academic matters that may cause a delay in the candidate's progress, so that the candidate can complete the training within the nominal length of study.

The supervision shall be based on the individual education plan. The supervisors shall give advice on formulating and delimiting the subject and research questions, discuss and assess hypotheses and methodology, discuss the results and their interpretation, discuss the structure and implementation of the presentation, including the outline, choice of language, documentation etc., and provide guidance on the academic literature and data available in libraries, archives etc. The supervisors shall also advise the candidate on research ethics issues related to the thesis.

Section 9-5 The PhD candidate or supervisor may ask the institution to appoint a new supervisor for the candidate. The supervisor may not withdraw before a new supervisor has been appointed. The department is responsible for immediately appointing a new supervisor or supervisors in the event of long-term illness, leave of absence etc.

Supplementary provisions to Chapter 9

Addition to Section 9-4 *The number of hours of supervision to be divided among the supervisory team is 100 hours per year during the effective study period, corresponding to a total of 300 hours for the whole programme.*

Chapter 10 PhD Thesis

Section 10-1 A doctoral thesis must be an independent piece of scientific research that meets international standards with regard to ethical requirements, academic level and the methodology used in the field.

The thesis shall be of high academic quality in terms of the formulation of research questions, conceptual precision, methodological, theoretical and empirical basis, documentation, the use of literature and form of presentation. The thesis shall contribute to developing new scholarly knowledge and maintain an academic standard that would justify publication as part of the literature in the field.

The thesis may consist of a monograph or a compendium of several pieces of work (articles or manuscripts). In the latter case, the thesis shall also contain a chapter which, from an overall perspective, summarises and collates the research problems and conclusions presented in the separate works, and which documents the coherence of the thesis. The PhD candidate must be the sole author of this part of the thesis.

The thesis shall contain a brief abstract in English, and should also contain an abstract in Norwegian.

Section 10-2 If the PhD candidate is not the sole author of the thesis, signed authorship declarations specifying the research contributions of both the PhD candidate and the co-author(s) shall accompany the submission. The PhD candidate is responsible for obtaining such declarations.

Section 10-3 The PhD candidate is obliged to store research data in accordance with UMB's guidelines.

§ 10-4 The 'Recommended guidelines for crediting academic publications to institutions' (see <http://www.uhr.no>) shall be used to determine which institutions' addresses are to be listed on scientific publications that form part of a doctoral thesis. Requirements for co-authorship shall be based on the Vancouver Convention (Uniform Requirements for Manuscripts (URM), see: <http://www.icmje.org/>).

Section 10-5 The thesis shall be written in either English or Norwegian. A PhD candidate who wishes to use another language must apply for permission to do so upon admission, cf. Section 5-3.

Section 10-6 Work that has been approved as the basis for previous examinations may not be accepted for evaluation unless it forms a minor part of a thesis consisting of several related pieces of work. However, data, analyses and methods from previous degrees may be used as the basis for work on the PhD project.

The doctoral thesis may only be submitted for evaluation at UMB.

Section 10-7 No restrictions may be placed on public disclosure or publication of results that are part of the PhD work, with the exception of postponement of publication agreed in advance. Public disclosure/publication may be postponed if the PhD is fully or partly funded by an external party in order to allow the external party to make decisions relating to patents/commercialisation.

The agreed postponement of the time of public disclosure/publication shall not exceed four months.

Section 10-8 The PhD candidate's right to use his/her own results, the utilisation of patentable inventions, copyright etc., are regulated by the Act respecting the Right to Employees' Inventions

(Arbeidstakeroppgjennsloven) and by UMB's own regulations concerning employees' rights. This shall apply unless otherwise agreed in copyright and/or intellectual property rights agreements (cf. Section 6-1).

Supplementary provisions to Chapter 10

Addition to Section 10-4 UMB's official cover page template for doctoral theses shall be used. If the PhD candidate is employed by or takes part in collaboration with another institution on the degree, this institution's address may also be listed on the cover page.

As a rule, the PhD candidate shall list UMB and cooperating institutions, if any, on all lectures, articles, publications, presentations, posters etc. that form part of the doctoral work.

An institution and its address shall be listed in a publication when the institution has provided an essential and significant contribution to, or basis for, an author's (i.e. a PhD candidate's) contribution to the published work, such as playing an active supervisory role. If the institution's contribution consists of academic supervision, the contribution required to be listed as an institution in the publication is smaller than if the supervisor himself/ herself were to be listed as a co-author of the said work.

Chapter 11 Quality assurance and reporting

Section 11-1 UMB shall have a quality assurance system for its PhD programme(s), including measures to detect lack of progress in the academic training component or thesis work, and deficiencies in supervision.

Section 11-2 Both the PhD candidate and the supervisors are obliged to report in accordance with currently applicable regulations. UMB's departments shall have procedures for following up any deficiencies that are discovered.

Section 11-3 The quality assurance of the PhD programme shall include three seminars during the PhD contract period – one introductory, one half-way and one final seminar to be held in accordance with current guidelines.

Chapter 12 Basis for conferral of the degree of Philosophiae Doctor (PhD)

Section 12-1 The Philosophiae Doctor degree shall be conferred on the basis of:

- an approved academic training component
- an approved academic thesis
- an approved trial lecture on a specified topic
- an approved public defence of the thesis.

Chapter 13 Appointment of an evaluation committee

Section 13-1 Acting on the authority of the University Board and in accordance with a proposal from the department, the Rector shall appoint an evaluation committee consisting of at least three expert members to evaluate the thesis.

Supervisors or co-authors cannot be members of the evaluation committee.

The composition of the committee shall be as follows:

- both genders should be represented, if possible
- two of the members shall have no affiliation to the Norwegian University of Life Sciences, and at least one of the members should come from a recognised foreign institution

- one of the members shall be a UMB employee in a permanent position and shall serve as the committee's administrator
- all the members shall hold doctoral degrees or have competence equivalent to that required for adjunct professors / associate professors.

Section 13-2 Proposals for the evaluation committee may not be submitted before the academic training has been completed in accordance with the education plan and approved by the department. Grounds shall be given for the proposals, and they should make reference to how the committee as a whole can cover the subject area of the thesis. The PhD candidate shall be given an opportunity to submit written comments on the composition of the committee before the proposal is presented to the Rector.

Section 13-3 In the event of changes in the composition of the evaluation committee due to, for example, long-term illness or leave of absence, the Rector shall appoint a new member as soon as possible.

Supplementary provisions to Chapter 13

Addition to Section 13-1 *The Department of Academic Affairs shall issue the formal letters of appointment to the evaluation committee members and shall at the same time inform them of UMB's current regulations concerning the PhD degree.*

The committee's administrator shall be responsible for organising the committee's work and ensuring that the time frame is complied with, and shall otherwise participate in the committee's work on a par with the other members (unless he/she has been appointed solely as administrator). The administrator shall coordinate the committee's report, inform the other members of the structure of the public defence and clarify the division of tasks between the committee members during the defence.

If there are special reasons for doing so, UMB may appoint from among its own employees a special committee administrator who will not participate in the academic evaluation of the thesis, in addition to the three expert members.

Chapter 14 Submission of the thesis

Section 14-1 Once a PhD candidate is ready to have his/her thesis evaluated, five bound copies of the thesis shall be submitted to the department, together with signed, original declarations from any co-authors.

Section 14-2 Once submitted, a thesis cannot be withdrawn before it has been finally decided whether or not it is worthy of public defence for the PhD degree. After submission, the PhD candidate is only entitled to make corrections of a formal nature, provided that the PhD candidate prepares a list of all errata in the submitted thesis. The errata list shall be sent to the committee no later than one week prior to the public defence.

Supplementary provisions to Chapter 14

Addition to Section 14-1 *The department shall send three of the five copies to the evaluation committee members and two copies to the Department of Academic Affairs (one of which will be forwarded to the Norwegian University Library of Life Sciences).*

Chapter 15 The evaluation committee's evaluation of the thesis

Section 15-1 When evaluating the thesis, particular consideration shall be given to whether the thesis meets the requirements stated in Section 10-1. An overall assessment shall be made and strengths and weaknesses considered – including an evaluation of whether the material and

methods are appropriate in relation to the questions raised in the thesis, and whether the arguments and conclusions presented are tenable.

Section 15-2 The main supervisor may be summoned to evaluation committee meetings in order to inform the committee about the supervision of the PhD candidate and the work on the thesis.

Section 15-3 The committee may require the PhD candidate to present his or her basic material as well as supplementary or clarifying additional information.

Supplementary provisions to Chapter 15

Addition to Section 15-3 *Should the evaluation committee, when evaluating the thesis, suspect cheating or plagiarism, the matter shall be dealt with in accordance with UMB's 'Departmental routines for handling cases of suspected or attempted cheating on unsupervised written examinations or tests.'*

Chapter 16 The evaluation committee's report on the thesis

Section 16-1 The committee shall submit a joint reasoned statement to the department to which the PhD candidate was admitted (based on the criteria in Section 10-1 and Section 15-1), stating whether the thesis is worthy of a public defence for a PhD degree. The committee's statement shall be submitted within three months of submission of the thesis and no later than 25 working days prior to the planned public defence.

The statement's conclusion must clearly state whether the committee:

- approves the thesis for public defence (cf. Section 16-4)
- does not approve the thesis for public defence, but will allow revision (cf. Section 16-5)
- does not approve (i.e. rejects) the thesis (cf. Section 16 - 6).

Any dissent among the committee's members must be declared in the statement, and the reasons stated, cf. Section 16-3.

Section 16-2 The evaluation committee's report shall be forwarded to the PhD candidate (cf. Section 15-1), who shall be given 10 working days to submit written comments. If the PhD candidate does not wish to submit any written comments, the committee shall be notified of this as soon as possible.

Section 16-3 In the event of dissent among the committee members, the matter shall be presented to the University Board, which can:

- make a decision without further evaluation
- request further clarification from the evaluation committee
- appoint two new experts to provide independent reports on the thesis
- decide that two new experts shall be included in an extended evaluation committee

The University Board shall decide the matter on the basis of the report, any comments submitted by the PhD candidate and, if applicable, reports obtained from the two new experts.

Section 16-4 If the evaluation committee unanimously approves the thesis, the trial lecture and the public defence of the thesis may proceed.

Section 16-5 If the committee finds that the thesis contains minor deficiencies, and for the time being does not approve it for public defence, the committee may permit a revised version of the thesis to be resubmitted once. The committee should comment on areas of the thesis to be improved (without this being a guarantee that the new evaluation will necessarily lead to approval

of the thesis). A revision of the thesis should be possible to complete with maximum six months' work. The committee shall set a deadline for submission in consultation with the candidate and the main supervisor.

Section 16-6 If the committee finds that fundamental changes to theory, hypothesis, material or methods are necessary before a thesis can be recommended for public defence, the committee shall not recommend resubmission of the same thesis in a revised version for new evaluation. In such cases (rejection), the committee may permit a new thesis to be submitted once.

The new thesis may be submitted six months after the evaluation committee's decision was reached at the earliest.

Section 16-7 On submission of a revised thesis or a new thesis, the thesis shall be evaluated by the original evaluation committee unless there are special reasons indicating otherwise.

Supplementary provisions to Chapter 16

Addition to Section 16-2 *A unanimous report from the evaluation committee has the status of a decision, and will not be considered by other bodies unless the PhD candidate demands this in his/her written comments.*

In the event of dissent among the committee's members, the report has the status of a recommendation, and the Department of Academic Affairs will present the matter to the University Board for a decision (cf. Section 16-3).

Chapter 17 Publication of the thesis

Section 17-1 If the thesis is approved for public defence, the following shall be submitted as soon as possible:

- ten additional copies of the thesis
- a brief popularised summary of the thesis (press release)
- an electronic version of the thesis (or at least the abstract) in PDF format for archive purposes

In addition, the thesis will be electronically registered in the 'Dissertations and Theses' database (ProQuest) by the Norwegian University Library of Life Sciences.

Section 17-2 The thesis shall be publicly available at the Norwegian University Library of Life Sciences no later than 10 working days prior to the public defence.

Supplementary provisions to Chapter 17

Addition to Section 17-1 *The 10 copies and the electronic version shall be submitted to the Department of Academic Affairs. The press release shall be submitted to the Department of Communication.*

UMB reserves the non-exclusive right to store the thesis in UMB's open electronic publications archive. Unless storage in an electronic archive conflicts with the publishing rights of other parties, pertaining part-works may be included in the electronic version.

The PhD candidate and the Norwegian University Library of Life Sciences shall sign an agreement concerning registration and archiving of the thesis. The PhD candidate may reserve the right to postpone electronic registration and archiving by a maximum of one year with a view to possible subsequent publication.

Chapter 18 Trial lecture

Section 18-1 The PhD candidate shall give a trial lecture on a specified topic after the thesis has been submitted and approved. The topic of the trial lecture shall be decided by the evaluation committee and announced to the PhD candidate 10 working days prior to the lecture. The topic of the lecture shall not have a direct connection to the topic of the thesis.

Section 18-2 The trial lecture must be passed before the PhD candidate can defend his/her thesis in a public defence.

Section 18-3 The trial lecture shall be given in either English or Norwegian, unless the evaluation committee has approved another language.

Section 18-4 If the trial lecture is not approved, the PhD candidate may hold a new trial lecture and public defence. The date of the new trial lecture and public defence shall be decided by the evaluation committee in consultation with the department and the PhD candidate.

Supplementary provisions to Chapter 18

Addition to Section 18-3 *The trial lecture should be at master's degree level in terms of depth, examples from primary publications etc. The lecture shall last for 45 minutes.*

Chapter 19 Public defence of the thesis (disputation)

Section 19-1 The public defence of the doctoral thesis shall take place after the trial lecture has been held and approved, and no later than two (2) months after the institution has found the thesis to be worthy of a public defence. The time and place for the public defence shall be announced at least 10 working days in advance, together with information about how the thesis has been publicised.

Section 19-2 The public defence shall be held in either English or Norwegian unless the evaluation committee has approved another language.

Section 19-3 There shall normally be two ordinary opponents. The ordinary opponents shall be members of the evaluation committee.

Section 19-4 The public defence shall be chaired by the head of department or a person appointed by the head of department for this purpose. The chairperson shall give a brief account of the submission and evaluation of the thesis and of the trial lecture. Thereafter, the PhD candidate presents the purpose and results of the scientific work. The first ordinary opponent opens the discussion, and the second concludes the discussion. After both opponents have concluded their questioning, members of the audience will have an opportunity to comment. One of the opponents concludes the questioning, and the chair of the defence concludes the defence proceedings.

Section 19-5 The public defence shall be a scholarly discussion between the opponents and the PhD candidate on the formulation of research questions, the methodological, empirical and theoretical basis, documentation and form of presentation.

Particular emphasis should be placed on testing the tenability of important conclusions drawn by the PhD candidate in his/her thesis. The questions the opponents choose to pursue need not be limited to those discussed in the committee's report on the thesis.

The opponents should endeavour as far as possible to conduct the discussion in a form that members of the audience, who have not read the thesis or are not well acquainted with the academic field, are able to follow.

Section 19-6 If the public defence is not approved, a new public defence may be held after a period of six months at the earliest. The new public defence shall, wherever possible, be evaluated by the original evaluation committee.

Chapter 20 Statement from the evaluation committee

Section 20-1 After the trial lecture and public defence, the evaluation committee shall submit an overall joint recommendation (statement) to the University Board. The statement shall include:

- the committee's evaluation of the thesis
- the committee's evaluation of the trial lecture
- the committee's evaluation of the public defence of the thesis
- the committee's evaluation of the level of the thesis in the international context.

The evaluation committee's statement must clarify whether the different components that form the basis for conferral of the PhD degree are approved or not approved.

Chapter 21 Conferral of the degree, certificate and diploma

Section 21-1 Once the academic training, thesis, trial lecture and public defence of the thesis have been approved, the University Board shall confer the degree of Philosophiae Doctor (PhD) on the PhD candidate.

Section 21-2 Certificates are issued on a continuous basis. Certificates shall state the title of the thesis, the topic of the trial lecture, approved courses included in the academic training component, the names of the supervisors and the members of the evaluation committee. The doctor also receives a PhD diploma. The certificate and diploma shall be signed by the Rector and the Director of Academic Affairs.

Chapter 22 Appeals

Section 22-1 Rejection of applications for admission pursuant to Section 5-4 and decisions to terminate a student's admission rights can be appealed subject to section 28 ff. of the Public Administration Act. A reasoned appeal must be submitted to UMB. If the rejection is upheld, the appeal will be forwarded to UMB's Appeals Committee for a decision.

Section 22-2 Section 28 ff. of the Public Administration Act applies to appeals against rejection of applications for approval of courses or other parts of the academic training component. In the case of appeals against the grading of examinations or tests, however, the Act relating to Universities and University Colleges shall apply.

Section 22-3 Rejection of a thesis, a trial lecture or a public defence can be appealed pursuant to the provisions of Section 28 ff. of the Public Administration Act. A reasoned appeal must be submitted to UMB. UMB may consider all aspects of the appealed decision.

Supplementary provisions to Chapter 22

Addition to Section 22 *Appeals shall be submitted to the UMB body that made the initial decision in the case. The body that receives the appeal shall consider it. If the decision is upheld, the appeal shall be forwarded to a higher appellate body.*

Chapter 23 Joint supervision and collaboration on the education of PhD candidates

Section 23-1 UMB may enter into collaboration at PhD level with one or more Norwegian or foreign degree-conferring institutions in the form of cotutelle agreements. By cotutelle agreements is meant joint academic supervision of PhD candidates and collaboration on the education of PhD candidates.

Cotutelle agreements are entered into for each candidate and should be based on stable, academic institutional cooperation.

Admission requirements, the requirement that the doctoral thesis must be made available to the public, and the requirement that the public defence must be evaluated by an impartial evaluation committee cannot be waived.

Chapter 24 Final provisions

Section 23-1 These regulations enter into force on 1 April 2009. From that date, the 'Regulations for the degree of Philosophiae doctor (PhD) at the Norwegian University of Life Sciences', adopted by the University Board 7 December 2006, are repealed.

Section 23-2 In special circumstances, the Rector may grant dispensation from these regulations. The Rector shall report any dispensations to the University Board.