

Guidance on completing midway evaluations in the PhD programme Studies of Bildung and Pedagogical Practices - HVL

Adopted by the Programme Committee for the PhD programme on 29 August 2023.

§4-9 of the Regulations for the Doctor of Philosophy (PhD) at Western Norway University of Applied Sciences states that: The midway evaluation of the doctoral work should take place in the third or fourth semester. This means that the midway evaluation of the doctoral work must be conducted mid-way through the funding period.

The candidate will present their work and be evaluated by an evaluation group of at least two opponents appointed by the program committee upon the recommendation of the supervisor, in accordance with the regulations §4-9 (2). Normally, one opponent should be external, but depending on the academic focus of the dissertation, it may be necessary in some cases to appoint two external opponents. It is noted that peers participating in midway evaluations cannot be asked to sit on the assessment committee for the candidate's dissertation.

The evaluation and feedback from the evaluation group are based on a draft of one or more parts of the dissertation. The text excerpt is agreed upon with the supervisor but should include the project description used for admission, a coherent text, such as one article, or one chapter, or possibly two chapters from a monograph, along with a brief account of the project's status and whether there are specific areas on which the candidate wishes feedback from the evaluation group. If a coherent text is not available, a detailed account from the candidate and supervisor regarding the status, what has been completed, and what remains in the project must be provided. Furthermore, it should include their assessment of progress and which plans are in place to ensure completion within the specified timeline. The text must be sent to the administration no later than 21 days before the midway evaluation is held. The administration will then communicate this to the evaluation group and the supervisor.

Midway evaluations will be conducted as follows:

1. The candidate will present their project and place the submitted text in the context of their overall thesis. The candidate assesses their own progress and poses questions for which they seek feedback (up to 30 minutes). Assessing one's own progress means:
 - Informing about the development of the project in relation to the original project description
 - Informing about the reasons for any changes in the academic content/research project
 - Informing about the reasons for any changes in relation to the original timeline
 - Presenting an updated timeline (data collection, analysis/process, writing, publication, synthesis, and submission of the dissertation)
2. The evaluation group provides input and comments on the text that was read, the presentation, and any questions from the candidate. The evaluation group has been asked to provide constructive and critical feedback, with specific advice on how the candidate can work on the dissertation leading up to submission.
3. A general discussion is opened up. The main supervisor leads the discussion.

The evaluation group must assess the academic status and progress of the doctoral work and provide feedback to the candidate, supervisor, and institution (cf. regulations §4-9). Feedback will occur in the form of a concise report (2-3 pages). The main supervisor ensures that the report is submitted to post@hvl.no no later than 2 weeks after the evaluation.

If the evaluation group reports significant weaknesses in the research work, measures must be implemented to correct the situation (cf. regulations §4-9).