

# Admission Requirements for RESINNREG

(decided in the PU of RESINNREG 19.12.2019)

The PhD programme is governed by the Act relating to Universities and University Colleges, the Regulations of the Doctor of Philosophy Degrees (PhD) at Western Norway University College of Applied Sciences, the quality assurance system for PhD programmes at HVL, and the Supplementary Regulations for the PhD programme in Responsible Innovation and Regional Development.

## Admission:

Admission to the RESINNREG PhD programme takes place continually. Admission normally requires a relevant Master of Science degree such as a Master of Science in Innovation and Entrepreneurship, in Innovation Management, in Community Work, in Business, or in Climate Management. However, candidates from other Master of Science Programmes in e.g. Engineering, Social Sciences, Humanities, or in Health and Care Sciences, may also qualify for admission into the programme.

The applicant must document completion of their master's studies with strong results. Normally we require:

- On the master's dissertation (of at least 30 ECTS): a grade of *B or higher* (according to the Norwegian grading scale)
- On associated coursework: an average C or better (according to the Norwegian grading scale).

## Application requirements:

When applying for admission to the RESINNREG PhD programme, a template must be used. In addition to the template and documentation of qualifications, the application must comprise a project description, including research question, methods, course plan, publication plan, and any planned visits to external institutions. A summary of the master's dissertation, a recommendation letter from the main supervisor, and normally also confirmation of funding<sup>1</sup> must be attached. The applicant should suggest at least one supervisor, specify needs for infrastructure and equipment, and state the language in which the PhD thesis will be written.

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<sup>1</sup> Except for candidates opting for the Industrial Sector or the Public Sector PhD Schemes (nærings-ph.d. and offentlig sektor ph.d.). In these cases, the candidate first develops the project description and applies for admission to RESINNREG, and *thereafter* applies for funding from the Norwegian Research Council (NRC), as required by NRC.

**Funding** must be secured before the candidate may apply for admission to doctoral studies in RESINNREG. Funding may typically be secured either a) by obtaining a PhD Research Fellow position at HVL or at another academic institution (our positions are announced on HVLs homepage 'Work at HVL / ledige stillingar' or b) by obtaining funding from one's employer (typically partly financed via the Industrial or Public Sector PhD Schemes in the Norwegian Research Council). The candidates must search for funding themselves. The candidates' personal savings are normally not accepted as funding for doing a PhD at HVL.

**Assessment of applications:**

The RESINNREG programme committee will assess the quality and relevance of the master's dissertation and additional coursework, the quality and relevance of the project description, any scientific publications, and any relevant work-life experience of the candidates. Admission into the programme is decided by the programme committee.

At the time of admission, a formal agreement must be made between the candidate, HVL, the supervisor(s), and any other parties that are to contribute scientifically, economically or otherwise to the research project and/or to the education of the candidate. The aim of this agreement is to regulate the mutual responsibilities and rights of the involved parties for the duration of the agreement.

**Coursework:**

The mandatory courses will be offered every year, and the elective courses will be offered on a regular basis. The course plan will regularly be updated. The assessment and exams that constitute the coursework component are conducted in accordance with the regulations for studies and exams at Western Norway University of Applied Sciences. In most cases, the project reports will take the form of an essay or a research paper. Exams in courses that are part of the PhD programme are assessed by internal examiners, or by both an internal and an external examiner. All courses in the programme are graded pass/fail. For courses comprising multiple pass/fail components, a pass grade must be obtained on all components to receive a pass grade on the course.

**Annual progress reports:**

Both the PhD candidate and the main supervisor must submit an annual report to the programme committee detailing progress on the coursework and the research project of the candidate. The annual progress reports will, if necessary, be followed up by a meeting involving the programme co-ordinator, the candidate and the supervisor(s), assessing the progress and updating the plan for the studies.

**Midterm evaluation:**

Approximately halfway through the PhD studies, a midterm evaluation will take place. The candidate, the supervisory team, the head of programme, and at least two evaluators will be present. The evaluators, one of whom must be external, will be appointed by the programme committee upon

suggestion from the main supervisor. The candidate will send their written work so far to the evaluators, together with a short presentation of further plans. The evaluation starts with the candidate giving an oral presentation of their work, after which the evaluators will provide constructive and critical feedback on choice of methods, theories, and preliminary findings, and give advice on how the candidate may proceed. The purpose of the midway evaluation is to assess the progress and the scientific quality of the work so far, and to provide ideas and advice for the continuation. The two evaluators write a summary of their assessment, and will send this to the candidate, the supervisors, the head of programme and the faculty. The programme committee is responsible for ensuring that the recommendations from the status report are followed by the candidate.

### **Completion of the PhD studies**

The thesis is normally written in English or a Scandinavian language, but may be written in another language, subject to approval by the PhD programme committee.

The coursework component of the PhD studies must have been approved by the programme committee before the candidate can apply for assessment of the thesis. Assessment is carried out by an evaluation committee consisting of at least three members, and in accordance with §14 and §15 of the regulations for the PhD programme. Their assessment report should be ready within four months after the delivery of the thesis, and the public defence should take place within one month after this.

The PhD degree in Responsible Innovation and Regional Development is awarded based on:

- a successful coursework component (mandatory and elective parts);
- an approved thesis;
- a trial lecture on a specified topic; and
- an approved public defence of the thesis.

Assessment is carried out in accordance with §12–§23 of the regulations of the PhD programme. The diploma will specify the title of the thesis and contain information about the coursework conducted as part of the training component.