

Faculty of Social Sciences

**APPLICATION FOR A PERMISSION TO SUBMIT A
LICENTIATE THESIS MANUSCRIPT FOR EXAMINATION**

I am applying for a permission to submit the following manuscript to preliminary examination.

TITLE OF THE LICENTIATE THESIS

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APPLICANT INFORMATION

Family name:
First names:
Address:
Tel.:
E-mail:
Qualifications (previous academic degree, specify):

DETAILS OF THE LICENTIATE THESIS

The study is <input type="checkbox"/> a monograph <input type="checkbox"/> an article-based thesis
Number of articles included: _____ out of which _____ have been published or accepted for publication.
The articles listed above <input type="checkbox"/> have not been used in other theses <input type="checkbox"/> have been used in other theses, permission enclosed
The licentiate thesis will be published in: English <input type="checkbox"/> Finnish <input type="checkbox"/>
Language check <input type="checkbox"/> has been completed <input type="checkbox"/> will be completed later
Language consultant:
The originality has been verified with the Turnitin software, Supervisor's statement enclosed <input type="checkbox"/>
Supervisors:
In addition to the Faculty of Social Sciences, work related to the licentiate thesis has been completed in the following departments/clinics etc.
Members of the Follow-Up Group:
The primary field of study:

The proposed Examiners may not have scientific publications with the Postgraduate Student or the Supervisors within the last three years preceding this application. The Postgraduate Student must make sure that all information below is correct.

PROPOSED EXAMINERS:

1. Name	Professor /Docent / PhD Field and University
Address	
E-mail	
2. Name	Professor / Docent / PhD Field and University
Address	
E-mail	

APPROVAL OF THE SUPERVISORS AND PERSON IN CHARGE OF THE DOCTORAL PROGRAMME/ FIELD OF STUDY:

_____’s manuscript is ready for examination.
(Licentiate Student)

We propose that the Dean of the Faculty appoints the persons listed above as Examiners. They are not subject to a conflict of interest, which would prevent them from acting as experts who evaluate the licentiate thesis.

_____	_____	_____
Date	Signature of Supervisor	Signature of Supervisor
	_____	_____
	Name in print	Name in print
	_____	_____
	Signature of Supervisor	Name in print
_____	_____	
Date	Person in charge of the Doctoral Programme / Field of Study: Signature and name in print	

OPINION OF THE LICENTIATE STUDENT: no comments comments (enclosed)

_____ _____
Date Licentiate Student: Signature and name in print

INSTRUCTIONS ON HOW TO SUBMIT THE MANUSCRIPT AS WELL AS THE APPLICATION FORM AND ITS ENCLOSURES:

- The licentiate manuscript and articles should be sent in pdf-form to soc.doc.tau@tuni.fi
- The application form and its enclosures should be signed and sent by email to the address soc.doc.tau@tuni.fi or sent/delivered to the Faculty Office (address below).

Please enclose the following documents to the application form:

- Licentiate Thesis Abstract (1-2 pages) both in Finnish and in English
- A Turnitin report signed by the Main Supervisor

If the thesis is article-based, also submit the following documents:

- A list of articles. If all articles have not yet been published in scientific publications, a confirmation of their status is required. This confirmation can be a publisher's message (eg. printed e-mail) either affirming submission for publication or acceptance for publication.
- A report about the licentiate student's personal contribution to each article. The report should describe the student's contribution to each article in terms of choosing the topic, forming research questions, choosing the research setting and methods, collecting data, conducting analysis, interpreting results and writing the article. The report (1-2 pages) must be approved and signed by the Licentiate Student and the Main Supervisor.
- If any of the articles in the licentiate thesis has been or will be used as part of another thesis, a written consent is required from all other writers of the article and the Supervisors.

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Please do not staple the pages together.