GUIDELINES FOR ADMISSION TO A DOCENTUR

1 General information

The docentur is a non-salaried title awarded in recognition of high scholarly achievement. It is the approximate Swedish equivalent to the French and German Habilitation, or the English degree of DLitt, and also serves as a qualification for later promotion to professor.

The admittance of docents to the Faculty of Arts serves as a confirmation of an individual's particular scholarly and pedagogic competence. To be admitted to a docentur should be seen as a positive step in an academic career.

Applications for admittance to a docentur should be addressed to the Faculty of Arts.

The application should include a CV with supporting documentation, a short description of pedagogic and research achievement, and a full list of publications. The latter should specify which publications have appeared since the award of the PhD, the number of pages in each publication, and a specification of single- and multiple-authored works. It should also be clearly stated which works have been subjected to peer review. Distinction should be clearly made between works of a scholarly character, and those written for a popular readership.

No actual publications should be submitted at this stage; when a referee has been appointed, the applicant will be asked to send him/her a maximum of ten scholarly outputs that they wish to be considered.

The applicant's pedagogic achievements should be supported by statements of the scale, type, quality and level of teaching involved, for example through letters of certification and testimonial.

In normal circumstances, a docentur can only be held in subject(s) offered at a doctoral or advanced level.

The Faculty does not normally appoint to a docentur those who have already retired.
The Faculty does not normally appoint to a docentur those who already hold this title (in a different discipline) within the Faculty.
References in this document to the 'relevant Department' refer to its Board of Studies. The Faculty Board suggests that it is possible and often most suitable to delegate the actual assessment to the Department’s professoriat.

2. Necessary qualifications for admittance to a docentur

Only individuals who can make a useful contribution to research and teaching will be admitted to a docentur. This does not need to be justified if the applicant

- has been awarded a PhD at Uppsala University, or
- is employed as a lektor, forskarassistent, or adjunkt at Uppsala University or at an institute of higher education that does not have its own Faculty, or
- has a longstanding collaboration in research or teaching with Uppsala University.

If the above do not apply, then the relevant departmental Board of Studies should submit a special statement as to the specific ways in which admittance to a docentur would be of benefit to research and teaching at Uppsala University.

2.1 Academic competence

An assessment of overall academic competence will be made in two stages. First the documented outputs will be assessed in their own right, i.e. the publications that have been produced after the award of the PhD. Then an assessment of the applicant's academic development will be made.

In the first instance the quantity and quality of the documented outputs will be assessed. The quality criterion is of most importance. In quantitative terms the documented outputs should equate to what would be expected of a doctoral thesis. In general the assessment will also include standard criteria such as analytical rigour, theoretical and methodological awareness, innovative and independent thinking in relation to existing research, and empirical meticulousness.

In the second instance the documented outputs will be compared to previous productions, in particular the doctoral thesis. In this manner it is possible to evaluate thematic range and qualitative development. A weak thesis demands an especially positive progression since the award of a doctoral degree. A strong thesis does not, by contrast, imply any weakening of the criteria for subsequent outputs.

It is desirable that the applicant shall have contributed to international scholarly debate, but academic publication of all kinds is eligible. Works submitted for assessment must either be published or accepted for publication. Manuscripts not yet accepted for publication should not be submitted.
2.2 Pedagogic competence

In normal circumstances, 60 teaching hours in the relevant subject at either under- or postgraduate level is considered sufficient qualification, provided this is supported by positive testimonials from the relevant Directors of Studies (or equivalent) and that the teaching has been undertaken during the last five years. Pedagogic qualifications also encompass administrative contributions towards the design and management of teaching, the development of teaching aids, supervision and experience of public outreach. Teaching undertaken as part of a programme of doctoral study can be included.

3. Appointment of referee

When the Faculty Board, after discussion with the relevant Department, has determined that the application will go forward for refereed assessment, the Department will be asked to submit suggestions for a suitable referee. Anyone nominated as referee should be employed at a different university, if possible, and should have indicated his/her willingness to act in this capacity prior to the submission of their name to the Board. The final selection of referee is the responsibility of the Faculty Board.

4. Referee's statement

The referee will prepare a statement concerning the applicant's scholarly and pedagogic competence. The statement will comprise approximately four pages (c. 1600 words) and end with a clear recommendation. The referee will base this assessment on his/her own reading of the submitted works, and should not employ bibliometric aids in anything other than a complementary capacity. When the referee's statement has been submitted to the Faculty Registry, it will be forwarded for information to the applicant and to the Head of the relevant Department. Based on all available documentation, the Panel for Docentur/Promotion will arrive at a decision and recommend the Faculty Board to either accept or reject the application.

5. Teaching assessment

If an applicant does not fulfil the requirement of 60 teaching hours, the Panel for Docentur/Promotion recommends that a teaching assessment be undertaken. The applicant will then communicate when and where a 45-minute assessment lecture will be held, together with the title of the presentation. The Faculty Registry will send notice of the assessed lecture to all members of the Faculty Board, the referee and the Panel for Docentur/Promotion.

6. Decision

The final decision on admittance to a docentur will be taken by the Faculty Board, after the recommendation of the Panel for Docentur/Promotion.