How to apply - study right and/or school's funding

Application periods

Please note that a study right can be applied for only in March and in September. Please see the exact deadlines below. Complete applications submitted by 21 March 2022 will be evaluated in the meeting in late April and applications submitted by 20 September 2022 will be evaluated in the October meeting. Final decision will be made in early May, or early November, if all documents have been submitted in time. After decision has been made, student must accept the study place at the application platform (Opintopolku (Studyinfo)), otherwise we cannot proceed with the study right registration.

Spring term 2022

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<tr>
<th>Deadline</th>
<th>Committee meeting</th>
<th>Dean grants study rights</th>
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<td>21 March 2022</td>
<td>late April</td>
<td>May</td>
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Autumn term 2022

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<th>Deadline</th>
<th>Committee meeting</th>
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<td>20 September 2022</td>
<td>late October</td>
<td>November</td>
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Application How-to-do-it

Before applying, please check the basic requirements for eligibility to doctoral studies and applying instructions at [https://www.aalto.fi/en/study-options/aalto-doctoral-programme-in-chemical-engineering](https://www.aalto.fi/en/study-options/aalto-doctoral-programme-in-chemical-engineering) under the headline "How to apply". Contact Aalto CHEM professor responsible for your field of research at early stage of application process. Funding should be discussed and planned with the supervising professor or thesis advisor. A minimum of one year funding is required to start the doctoral research project. For employment by research projects: see and apply for the open positions at Aalto University [http://www.aalto.fi/en/about/careers/jobs/](http://www.aalto.fi/en/about/careers/jobs/)

Fill-in Aalto University's application form for doctoral studies during the application period. Link to the application form is given at the applying instructions page. All the attachments must be submitted as pdf-files.

As a rule, the postgraduate degree completed in the School of Chemical Engineering (CHEM) is the Doctor of Science (Technology) degree, but the Licentiate of Science (Technology) degree is also possible.

Application form

- Fill in the application form and attach required appendices ([see detailed instructions](https://www.aalto.fi/en/study-options/aalto-doctoral-programme-in-chemical-engineering)).
- Please note that if you also apply for Aalto CHEM's funding, the funding application must be submitted separately by the given deadline. Please see Aalto CHEM's funding for details.

If you need more advice of applying and appendices, please see the contact information.

Language requirements

Students applying for a Doctoral degree

Successful applicants must have an excellent command of Finnish, Swedish or English.

All international students applying for doctoral studies must demonstrate their proficiency in English. Applicants are required to attach an official language test report to their application, and those exempted from this test are listed at the "Required language proficiency" instructions.

Recognised language tests and minimum score requirements are listed at Aalto.fi [Apply under the headline “Required language proficiency”](https://www.aalto.fi/en/study-options/aalto-doctoral-programme-in-chemical-engineering).
Although special conditions are in place for the time being, Aalto University is working according to safety guidelines. More information from [https://www.aalto.fi/en/aalto-university/information-on-coronavirus](https://www.aalto.fi/en/aalto-university/information-on-coronavirus) (if the link doesn’t work, you can copy the URL and paste it into your web browser). The policies may be revised if the pandemic situation or official recommendations by the authorities change.

## Research fields, professors and funding of doctoral studies

Before submitting the application, each applicant must contact a professor in charge of their intended research field to doctoral studies and the supervision of the studies. Applicants are urged to ensure that their expertise and research interests are commensurate with the research group (and those of the supervising professor of their studies) that they apply to.

Supervising professors for the research fields of the doctoral programme are listed [here](#).

In order to prepare for the discussion with the professor, it is beneficiary to prepare a CV (along with a list of possible publications) and a preliminary research plan. At this point the applicant’s eligibility and prerequisites for doctoral studies will be checked by the professor. Also the possible prerequisites for entry will be discussed.

In addition to the research plan, a study plan, a funding plan and a supervision plan will be discussed with the professor. See more about these documents below. When the applicant signs the application he/she commits to study according to it and when the supervising professor signs the application he/she commits to be the supervising professor of the student. More information about the rights and responsibilities of the student and the supervising professor [here](#).

Doctoral candidates can avail of various alternatives to finance their studies and research work. Funding can be discussed with the supervising professor. For employment by research projects: see open positions at Aalto University [http://www.aalto.fi/en/about/careers/jobs/](http://www.aalto.fi/en/about/careers/jobs/). More information under [Financing and promoting your research](#).

### Aalto CHEM's funding for doctoral students

Each year Dean of CHEM grants a few doctoral students with full funded doctoral position for 1-4 years. These positions must be applied by the given deadline. More information under [Financing and promoting your research](#).

If you are already Aalto CHEM doctoral student and applying for school’s funding, please fill in the application and attach appendices at Opintopolku (Studyinfo). Application form [opens on 18 August, 2021. Deadline for the applications is 8 September, 2021 at 15:00 (Finnish time).](#)

**The evaluation of these applicants for funded positions:**

Applicants are primarily assessed on the basis of their potential to successfully complete the programme of study as well as the feasibility of the proposed research. Evaluation of new applicants for funded positions is based on the application documents, with special consideration of the following:

1. Study success, study time, applicant’s academic achievements and research publications
2. Maturity, including motivation and background
3. Research plan
4. Recommendation letters and other relevant information of applicant’s potential and skills.

Greater emphasis is placed on items 1 and 2.

### Other information

#### Full-time and part-time studies

All doctoral students are defined as either full-time or part-time students. Students may not change their study mode by themselves, but it can be changed by application if necessary.

**Full-time doctoral student**

Students are entered into the register either as full-time or part-time doctoral students. Students may change their status only by application if there has been changes in the study activity and study plan and research plan has been updated to follow the current situation.

Full-time doctoral students' personal study and research plans are drawn up so as to complete the doctorate within four years from granting the right to pursue doctoral studies. Full-time doctoral students must be able to spend 80 % of their working hours to doctoral studies.

Doctoral student applying a full-time status need to have a funding allocated to doctoral studies (e.g. project funding, personal grant or funding from employer). Typical full-time students are those who work at the department either with personal grant or receive funding from research project or those who work at a research institute or an enterprise. Those working outside Aalto University who wish to be full-time students must provide a document of the employers’ approval for full-time doctoral studies (80 % of their working hours are dedicated to doctoral studies).

**Part-time doctoral student**

If the above criteria are not met, the student’s mode of study is part-time. The study plan of a part-time doctoral student is drawn up to serve doctoral studies that will last longer than four years but no more than eight years.
A part-time doctoral student typically has a main occupation outside the School of Chemical Engineering which does not include scientific research for doctoral dissertation.

Applicants of part-time doctoral studies should discuss

- whether the research is closely connected with the applicant’s own work
- what opportunities the employer has for supporting intensive postgraduate studying e.g. by side of work.

Language of degree of a doctoral student

The doctoral student will define in his/her application for doctoral studies in which language he/she will pursue his/her degree (language of degree). The possible languages are Finnish, Swedish (not in the School of Business) or English. If the doctoral student wants to write his/her doctoral dissertation (the compiling part of a compilation dissertation or a monograph) or his/her licentiate thesis in Finnish or Swedish, the language of degree of the doctoral student will be Finnish or Swedish. The language of degree is approved by the doctoral programme committee.

The language of degree can on reasonable grounds be changed later on, if e.g. the language of the doctoral dissertation or licentiate thesis changes. A freely formulated, signed application with reasons for why the language of degree should be changed, shall be submitted to the doctoral programme of the student’s own school together with the degree certificate application.

This guideline will take effect starting from 1.1.2016. Doctoral students who have been chosen to the doctoral programme before 1.1.2016 may submit a freely formulated application to get the language of degree assigned with the same principles as new students.

Finnish or Swedish as a language of degree

A doctoral student whose language of degree is Finnish or Swedish will get the degree certificate in Finnish or Swedish along with a translation in English. If the doctoral student writes his/her thesis in Finnish or Swedish, the language of the degree will always be Finnish or Swedish despite the earlier choice of language.

English as a language of degree

If the doctoral dissertation or licentiate thesis is written in English, doctoral student can choose English as a language of degree.

If the doctoral student’s language of degree is English, he/she will get the degree certificate in English and in Finnish or Swedish. The language of degree will be mentioned in the diploma supplement, and in the degree certificate that two degree certificates have been given.

Granting the right to pursue doctoral studies

The Doctoral Programme Committee makes a proposal to the Dean of the School of Chemical Engineering about selecting the doctoral students. Selection process takes approximately 5 weeks.

The Dean of the School grants the doctoral study rights for the doctoral students. All applicants receive written information of the decision to the email address they have provided during the application process. After the study right is granted, attendance is registered as soon as student has confirmed the study right at Opintopolku (Studyinfo) platform.

All new students are registered as attending in the student register. During the first study year the student can enroll as a non-attending student based only on official documents of maternity or parental leave, national military or non-military service.