

DOKUZ EYLUL UNIVERSITY
GRADUATE SCHOOL OF HEALTH SCIENCES
NEW CODE OF PRACTICE in PhD TRAINING AND ASSESSMENT
(Confirmed by the University Senate on March 18, 2015)

Important Note:

Only the issues discussed and agreed at the University Senate's meeting for compliance to Orpheus Standards are depicted below.

The definitions within the scope of this code of practice (Orpheus is added to these definitions):

- a) ECTS: European Credit Accumulation and Transfer System)
- b) ALES: Academic Personnel and Postgraduate Education Entrance Exam conducted by MSPC (Measuring, Selection and Placement Center)
- c) ORPHEUS: Organisation for PhD Education in Biomedicine and Health Sciences in the European System
- d) Head of Department: The Department Chair as depicted in the Regulations of Post-Graduate Education (national regulations)
- e) Advisor: Faculty members appointed by the Board of Directors of the Institute guide to Dokuz Eylül University Institute of Health Science enrolled students for course and thesis period.
- f) Institute: Health Science Institute (Graduate School of Health Science) in Dokuz Eylül University
- g) Institute Board: Dokuz Eylül University Health Science Institute Board
- h) Board of Directors of Institute: Board of Directors (Department Heads) of Dokuz Eylül University Health Science Institute
- i) Student: Enrolled students to Dokuz Eylül University Health Science Institute for postgraduate training (MSc students and PhD candidates)
- j) Student workload: Course hours as well as the assignment, presentation, preparation for exams, seminars, practice, all the time spent in the educational activity, such as individual studies
- k) ÖSYM: Measuring, Selection and Placement Center
- l) Senate: Senate of Dokuz Eylül University
- m) Thesis: Master's or doctoral thesis
- n) TOMER: Ankara University Turkish and Foreign Languages Research and Application Center,
- o) Specialty area: A course given by the supervisor to his/her PhD candidate (on the topics related to thesis work)
- p) University: Dokuz Eylül University
- q) YDS: Foreign Language Exam

1. Student Admission: Harmonization of the Selection Exams (Interviews) across Departments

The selection exams at the admission stage of the PhD candidates are made uniform to all departments and programmes. According to this procedure:

- The candidate presents a letter of intent and a port-folio (CV and publications)
- Is asked to write a composition during the exam (on a general topic related to his field of study)
- Interview is made by the jury in order to assess the candidate's competence in research, knowledge related to the research project that he/she is applying for, and his/her critical thinking

The candidate receives the so-called "selection exam" grade.

The evaluation of the whole admission process is done in the following way (according to the national regulations, since 1982):

- Result of the ALES (Comparable to GRE) exam: % 50
- General Average of the MSc diploma (or the general average of the MD programme): % 25
- The "selection exam" grade: % 25

The candidates are enlisted according to their weighted average and the final successful candidates are determined according to the number PhD positions announced.

2. Organisation of the Courses in the PhD training Programmes:

The PhD training programme normally lasts 4 years. Only in rare cases (Clinical PhD, working outside the campus, health problems, etc), can the it be prologned for up to 6 years (with the decision of the Board of the Graduate School). The total programme is 240 ECTS, out of which 90 ECTS are courses and 150 ECTS are thesis research.

- The total ECTS credits for formal courses is 60 and for courses with the supervisor and related to the thesis are 30. Out of the formal 60 ECTS, 20 will be allocated to “Research Culture, Research Methods and Transferable Skills”; 20 will be allocated to discipline- based courses; and 20 can be from any category, or can be taken from outside.

The PhD candidate takes the “proficiency exam” at the end of the course period. The timeline of the PhD training is presented below:

TIMELINE OF PhD TRAINING PROGRAMME (8 SEMESTERS = 4 YEARS)							
DOKUZ EYLUL UNIVERSITY GRADUATE SCHOOL OF HEALTH SCIENCES							
First Semester	Second Semester	Third Semester	Fourth Semester	Fifth Semester	Sixth Semester	Seventh Semester	Eighth Semester
8 ECTS Selected research Topics I (With the supervisor) 22 ECTS COURSES*	10 ECTS Selected Research Topics II (With the supervisor) 20 ECTS COURSES*	12 ECTS (SPECIALTY AREA) (With the Supervisor) 18 ECTS COURSES*	30 ECTS THESIS WORK	30 ECTS THESIS WORK	30 ECTS THESIS WORK	30 ECTS THESIS WORK	30 ECTS THESIS WORK

The list of the Courses named “Research Culture, Research Methods, and Transferable Skills” (Coordinated by the Graduate School and Common to ALL PhD candidates from all programmes on an elective basis) are the following:

RESEARCH CULTURE, RESEARCH METHODS, AND TRANSFERABLE SKILLS	Total No hours	ECTS
Qualitative Research Methods	15	3
History and Philosophy of Science	15	3
Recording and Presenting Experimental Research Data	15	3
How to Write and Publish Research Articles	15	3
Planning, Carrying Out and Evaluation of Experimental Research Projects	30	6
Biomedical Management	30	6
Data-Base Searching in Health Sciences and Evidence-Based Medicine	15	3

Development of Assessment Tools	15	3
Ethics in Health Sciences II *	15	3
Computer Applied Statistics	15	6
Creativity, Discovery and Innovation in Science	15	3
Research Methods and Advanced Analysis Techniques in Health Sciences	45	9
Medical Education: Basic principles and methods**	15	3
Personal Development **	15	3
Epidemiology	30	6
Biostatistics	30	6
Risks and Occupational Health	15	3
Methods of Data Analysis	45	9
Medical Ethics *	15	3
* Either of the two courses, or an equivalent course is mandatory ** Newly designed courses		

3. Proficiency exam: Harmonization of the Procedure across Departments

The following criteria have to be met in order to be accepted to take the Proficiency Exam:

- Successfully terminate the courses and fulfill the 90 ECTS credits

- Present a CV in the ARBIS (TUBITAK-Turkish Council of research and Technology) format and a port-folio possessing the following documents:
 - At least one scientific paper/review/case report, in which the candidate is the first or the second author, submitted to a national or international peer-reviewed journal (can also be electronic)
 - At least one abstract of an oral/poster presentation in a scientific meeting, with a summary of the related information

The proficiency exam is conducted in two parts: written and oral

- The written part involves the port-folio presentation, the manuscript, the abstract, and the CV in ARBIS format. In addition, scientific evaluation is also done by a few questions.
- The oral part involves the presentation of the manuscript and its scientific evaluation. In addition, a few questions are asked related to the candidate's research area.

3. Formation of an Independent Thesis Defense Jury and the Evaluation:

The jury is composed of 6 members: The thesis Committee (the supervisor, one member from the department and one member from outside the department), and at least two members from outside the university. The supervisor cannot be the Jury Chair. The supervisor has no voting rights. The thesis is sent to the jury members at least two months before the defense. The Jury members send their written evaluation to the Graduate school, at least one month before the defense. The "viva" is conducted openly at a place indicated by the Graduate school.