### 1. Time

The mid-way review should be held no later than when half of the doctoral programme has been completed, that is, after two years for full-time studies, or earlier if two papers have been accepted for publication in a refereed journal. The review is planned by the principal supervisor in consultation with the doctoral student, the specialisation coordinator and any other supervisors. The principal supervisor should be present at the seminar, and normally also the assistant supervisor(s).

### 2. Course requirements

A passing grade on the compulsory course Basic scientific methodology, 7.5 credits/General scientific methods in medical science, 15 credits is required.

### 3. Journals/publishers

Doctoral students and supervisors should be wary of dishonest journals/publishers. Journals should be indexed in Web of Science.

### 4. Introductory chapter

The introductory chapter for the mid-way review should be written using the University’s thesis template. Click here to find the template (webpage in Swedish). The text should have a clear forward-looking focus and it should be written in English.

### 5. Experts

On the appointment of subject specialists, or experts, for the mid-way review, formal rules on disqualification do not apply. However, these experts should act independently of the supervisors and provide feedback and criticism without the limitations arising from any conflicts of interest. Please note, however, that only one expert from the mid-way review may be on the examining committee at the public defence. They may however not be appointed as the external reviewer.

At least two experts shall be appointed of which:
- at least one should be from a different higher education institution,
- at least one should represent the subject or a related subject,
- two should have the qualifications required for appointment as a docent.

The experts are appointed by the specialisation coordinator (see point 1) following proposal by the principal supervisor.

If an external expert should be prevented from attending the seminar, a new date should be arranged. If an internal expert should be prevented from attending the seminar, it can still proceed and a new expert should then, if possible, be appointed. The principal supervisor should inform the study and research administrator of such changes.
The completed as well as the planned thesis work shall be reviewed in relation to the learning outcomes. The focus shall be on future studies. The experts shall consider the planning as set out in the individual study plan.

### 6. Proposal and decision

After the seminar leader and the subject specialists have agreed to take part, and no later than a month prior to the planned date for the mid-way review, the principal supervisor should send a notification by email (using the designated form, see below) together with supporting documentation (see below) to the study and research administrator.

Supporting documents to be attached to the notification:
- preliminary introductory chapter
- completed articles and manuscript
- list of other scientific publications part of thesis project, i.e. conference abstracts
- copies of ethical permission(s) and application(s) (excl. appendices to the application) (If the ethical vetting application is written in a language other than Swedish, Norwegian, Danish or English, the document must be translated by an authorised translator.)
- LADOK extracts (can be provided by the study and research administrator)
- a statement from the principal supervisor relating to the doctoral student’s completed and planned courses. The statement should be based upon the different elements of the compulsory courses, as shown in the general syllabus. Click here to find the general syllabus within the subject Medical Sciences.
- a copy of current individual study plan (ISP)

The study and research administrator should forward the notification to the specialisation coordinator for approval. After approval, the specialisation coordinator shall return it to the study and research administrator.

Click here to find the form “Proposal and decision on the mid-way review”.

### 7. Preparations

The study and research administrator should send the invitation and documents, according to point 6, to the subject specialists, with a copy to the specialisation coordinator and the principal supervisor at least 2 weeks before the planned seminar date.

### 8. Seminar leader

The seminar is chaired by the specialisation coordinator or a person appointed by him/her.
<table>
<thead>
<tr>
<th>9. The seminar</th>
<th>The doctoral student presents their completed and planned research work, which is then followed by a discussion, firstly with the subject specialists and thereafter with all the audience. The seminar then concludes with an individual discussion with the doctoral student.</th>
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</thead>
<tbody>
<tr>
<td>10. Language</td>
<td>The doctoral student’s presentation should be conducted in English. The following discussion may be in Swedish.</td>
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<tr>
<td>11. Duration</td>
<td>The duration of the seminar will be approximately 2 hours.</td>
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<td>12. Documentation/</td>
<td>The subject specialists provide verbal and written assessment. The written assessment should be made on the form “Assessment mid-way, final and introductory chapter seminars”. Click here to find the form “Assessment mid-way, final and introductory chapter seminars”. The seminar leader is responsible for the assessment form. The written assessment should be a short abstract of the most important advice given at the seminar. The decision is then sent to the study and research administrator.</td>
</tr>
<tr>
<td>assessment</td>
<td></td>
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<td>13. Finance</td>
<td>The subject specialists receive reimbursement for travel and any accommodation costs for one night. The subject/specialisation is responsible for meeting these costs. According to the University’s travel policy the most suitable and cheapest means of travel should be chosen, in relation to price, time and the environment.</td>
</tr>
<tr>
<td>14. Advertising</td>
<td>The seminar is advertised in Örebro University’s calendar, the calendars of the School of Health Sciences and the School of Medical Sciences, and in such other channels that representatives of the specialisation may see fit. The study and research administrator is responsible for the advertising.</td>
</tr>
</tbody>
</table>

**Study and Research Administrators (per specialisation):**

- Link to the web page of study and research administrators at the School of Medical Sciences (regarding Medical Science, specialisation within the subject area biomedicine, surgery and medicine), email fouadm.MV@oru.se
- Email fouadm.HV@oru.se (regarding Medical Science, specialisation within the subject area Healthcare science)
Specialisation coordinators:

Link to the web page for Medical Science, specialisation in Medicine
Link to the web page for Medical Science, specialisation in Surgery
Link to the web page for Medical Science, specialisation in Biomedicine
Link to the web page for Medical Science, specialisation in Healthcare