



# **REGULATIONS OF THE UNIVERSITY OF OULU**

**Unofficial translation**

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## **I. Chapter I General regulations**

### **Section 1 Regulation objectives**

These regulations aim to ensure the openness and transparency of decision making, the interactive and goal-oriented nature of management and the high standard of research, education and the services they require. The application of these regulations must account for the requirements of research and education, the university community's members' opportunities to influence matters and equality.

### **Section 2 University mission and profile**

The university's mission is to promote independent research and academic and artistic education and provide research-based higher education. In carrying out its mission, the university makes use of multi-disciplinarity, promotes lifelong learning, interacts with the surrounding society and promotes the impact of research findings and artistic activities on society.

The university ensures a high international standard in research, artistic activity, education and teaching in conformity with ethical principles and research integrity.

The university is developed as a higher education institution of an internationally high standard in cooperation with other institutions of higher education, research institute, the business sector and other stakeholders.

The university defines its detailed profile in its strategy.

### **Section 3 Legal status of the university**

The university is an independent legal person which carries out the tasks set out for it in the Universities Act and within the framework of its autonomy.

## **2. Chapter 2 University units**

### **Section 4 Faculties, research units and other units**

The university has the following faculties: the Faculty of Biochemistry and Molecular Medicine, the Faculty of Humanities, the Faculty of Education and Psychology, the Faculty of Science, the Faculty of Medicine, Oulu Business School, the Faculty of Technology and the Faculty of Information Technology and Electrical Engineering.,

The university has the following separate institutions: The Kerttu Saalasti Institute, the Kajaani University Consortium, the University of Oulu Graduate School, the University Innovation Centre and the Sodankylä Geophysical Observatory.

The faculties and separate institutions can be further divided into research units.

The University of Oulu Board of Directors decides on the establishment and termination of faculties and separate institutions, based on a proposal by the Rector.

The Rector decides on the division of research units at the proposal of the faculty and separate institution.

The university may also have university-wide infrastructure, coordination, management and service units, regional units and a graduate school, which have been decided on by the Board.

### **Section 5 Management of administrative and service duties**

The administration, units and entire staff of the university cooperate in accordance with the university strategy in order to achieve the objectives and goals defined by the university. The university regulations state that the university administration and service tasks are to be organised in such a manner that the educational and research missions can be carried out productively and to a high standard.

The Rector may make decisions on the organisation and tasks of the units and the cooperation between them.

## **3. Chapter 3 Multi-member bodies and cooperation bodies**

### **Section 6 University Collegium**

The University Collegium is composed of 24 members, each having a personal deputy. Of the University Collegium's members, eight (8) represent professors, eight (8) represent other teachers, researchers and other staff, and eight (8) represent students. All members of the University Collegium other than the student members are elected as specified in the election regulations.

The term of office for members of the University Collegium is four years, with the exception of the student representatives whose term of office is two years.

The University Collegium elects from among its members a chair and two (2) vice-chairs, so that each of the three above-mentioned groups in the university community is represented. The University Collegium determines the order of the vice-chairs.

The University Collegium's tasks are laid down in the Universities Act.

### **Section 7 University Board of Directors**

The Board of Directors is the university's highest executive body. The Board's composition and duties and the election, resignation and dismissal of its members are provided for in the Universities Act.

The length of the term of office of the Board and its members is decided by the University Collegium.

At the beginning of its term of office, the Board elects a chair and a vice-chair from among its members. The chairs are elected by and from among the members of the Board who are serving as members at the beginning of the chairs' term of office.

The Board approves the university action and financial plan, budget and the related investment plan each year. The Board approves the university investment policy.

More detailed regulations concerning the Board's work may be issued as separate rules of procedure.

### **Section 8 Faculty council**

The faculty council is a multi-member body referred to in the Universities Act.

The term of office for members of a faculty council is four years, with the exception of the student representatives whose term of office is two years.

More detailed regulations concerning the faculty council's work may be issued as separate rules of procedure.

A faculty council's composition may be determined as follows:

(a) nine (9) members and as many deputies, as well as one to three (1–3) external members.

Three (3) representatives of the university community groupings as referred to in section 15(2) of the Universities Act are selected from each group or

(b) six (6) members and as many deputies, as well as one to three (1–3) external members. In such cases, two (2) representatives of each university community grouping are selected; or

(c) three (3) members and as many deputies, as well as one to three (1–3) external members. In such cases, one (1) representative of each university community grouping is selected.

All members of a faculty council other than the student and external members are elected as stipulated in the election regulations. The student members of a faculty council are elected by the Student Union of the University of Oulu.

The external members of a faculty council are appointed by the Rector on proposals made by Board members representing the university. External members must be individuals external to the community of the University of Oulu, hold a tertiary degree and have expertise on the faculty's areas of competence.

In the event that a person who is not a member of a faculty council is selected as dean, the faculty council membership will increase by one member. The vice dean has a right to be present and speak on the faculty council. A faculty council is chaired by the faculty dean.

1) The faculty council is tasked with supporting faculty management in managing its operations and finances.

2) The faculty council is tasked with monitoring faculty operations and finances.

3) The faculty council participates in the faculty's strategic development in cooperation with the faculty management group.

4) The faculty council nominates faculty candidates to serve on the Equality and Diversity Committee.

5) The faculty council nominates faculty candidates to serve on the Research Council, the Education Council and the Cooperative Relations Council.

6) The faculty council grants the titles of honorary doctor and docent.

## **Section 9 Advisory board**

The Advisory board participates in preparing the university's strategy and supports the Rector in implementing it.

The Board makes decisions on the Advisory board's composition and appoints the members on a proposal from the Rector. The Board appoints a chairperson and a vice chairperson for the

Advisory board. The Advisory board's term of office corresponds with that of the University Board.

## **4. Chapter 4 Management and responsibility**

### **Section 10 Rector**

The Board elects the Rector to serve a term of no more than five years.

The Rector leads the operations of the university and resolves matters concerning the university which have not been assigned to some other body by a statute or regulation. The Rector is responsible for the economical, efficient and effective discharge of the university mission as defined in more detail in the Universities Act. The Rector is responsible for the university's quality management. The Rector may delegate matters within their remit to another university body or person.

When the Rector is indisposed, their tasks are managed by the vice-rectors as decided by the Board.

To support management, the Rector appoints a working committee consisting of vice rectors and directors of administration, finance, human resources, communications, development and services.

The university has a University Management Team comprised of the Deans and the working committee members. The University Management Team is chaired by the Rector. The Management Team supports the Rector in dealing with issues related to the management, strategies and development of the university and its faculties.

### **Section 11 Vice rector**

The Board decides on the number of vice rectors and their respective areas of responsibility. The vice rectors' areas of responsibility cover at least research and education activities as well as cooperation and innovation affairs.

On a proposal from the Rector, the Board elects the vice rectors to serve a term of no more than five years. A more detailed delegation of responsibilities for vice rectors is decided by the Rector. The Board may dismiss a vice rector from their duties provided that there is an acceptable and justified reason to do so with regard to the nature of said duties.

To support management, a vice rector forms a management team that is composed of the deans of the faculties for which the vice rector is responsible and any other persons appointed by the vice rector

### **Section 12 Deans**

On a proposal from the Rector, the Board elects a dean and vice deans from the persons who have reported themselves available for the roles, after the Rector consults with the faculty council and the faculty management group. There may be one or two vice deans, depending on the faculty needs. One of the vice deans is always an education dean.

Deans serve a term of office of four years. Deans and vice deans must hold a doctorate and have the education and professional and leadership skills necessary to perform their tasks. On a

proposal from the Rector, the Board may dismiss a dean or vice dean from their duties, provided that there is an acceptable and justified reason to do so with regard to the nature of said duties.

A dean is charged with leading the faculty's activities and for the economical, efficient and effective discharge of the faculty's mission. The dean is responsible for implementing the university's strategy, personnel planning and budget within the faculty and for the faculty's quality management.

The dean acts as the chair of the faculty council and appoints the faculty's education committee to support the quality and development of education. The dean resolves matters concerning the faculty which have not been assigned to some other body by a statute or regulation

The education dean is responsible for the faculty's education and its effectiveness as well as for any other duties specified in the university's education regulations.

To support management, the dean forms a faculty management group, which is tasked with supporting the dean in management and development of the faculty and the implementation of its strategy. The management group is composed of the heads of the faculty's research units and other persons appointed by the dean. The student union may appoint a representative to the faculty's management group should it wish to do so.

### **Section 13 Head of research unit**

The head of a research unit is appointed by the dean after having heard the staff and students. The head of a research unit serves a term of office of four years. The dean decides on substitution arrangements for the head of a unit. The dean may dismiss the head of a research unit from their duties provided that there is an acceptable and justified reason to do so with regard to the nature of said duties.

The head of a research unit must hold a doctorate. For a particularly weighty reason, the Rector may decide to waive the education requirement applicable to the head of a research unit. The head of a research unit is tasked with leading the unit's research, education and other activities economically, efficiently and effectively. The head of a research unit is responsible for the quality of the unit's activities.

### **Section 14 Research Council, the Education Council and the Cooperative Relations Council**

Other university-level bodies are the Research Council, the Education Council and the Cooperative Relations Council.

The Research Council supports the Rectors in promoting research and maintaining discussion on science policy, produces motions related to research policy and evaluates the quality of research.

The Education Council supports the Rectors in promoting education, submits motions related to education policy and the development of education, and evaluates the quality of education.

The Cooperative Relations Council supports the Rectors in promoting the university's interaction with society. It works to promote the university's innovation activities, entrepreneurship, research and project cooperation, working life relevance of education as well as external communications, alumni relations and fund-raising. The Cooperative Relations Council represents the different stakeholders and sectors of the university.

The Rector appoints the required number of members to the Councils. A vice member is appointed for each student member. The council members should represent expertise in their fields and, as diversely as possible, the university's fields of science and education. The councils are chaired by the Vice Rectors.

### **Section 15 University of Oulu Graduate School (UniOGS)**

The university has a Graduate School that promotes and organises doctoral training. The Graduate School grants rights to study and confers doctorates.

More detailed regulations on the activities of the graduate school are given in the Education Regulations of the University of Oulu.

## **5. Chapter 5 Handling of matters**

### **Section 16 Presentation procedure**

The University Board, University Collegium, Rector and faculty councils make their decisions on the basis of presentations. In other respects, the use of the presentation procedure is decided by the Rector.

At the meeting of a multi-member body, the motion by the presenter constitutes the base motion. If opposing motions are made at the meeting that deviate from the base motion and are seconded, the resolution must be voted on. The motion that is seconded by more than half of the members present will become the decision. In the event of a tie, the motion seconded by the chair will win, in accordance with section 29 of the Universities Act.

The name of the person acting as the presenter of each motion shall be recorded in the resolution minutes and on the agenda of the multi-member body. However, if a motion is not presented until the meeting, the name of the presenter is to be entered in the resolution minutes. Any opposing motions and their seconds are also recorded in the final minutes.

The presentation procedure is not used in the assessment of a study attainment.

The Rector may give more detailed regulations on the presentation procedure and the tasks of the presenter. More detailed provisions on the procedure for presentation may also be laid down in the body's own rules of procedure.

The Rector is responsible for preparing and presenting matters to be discussed by the Board of Directors under Section 17 of the Universities Act. However, the Rector does not act as the presenter of motions concerning the election of the chair or vice chair of the Board. In this case, a Board member selected by the Board of Directors is responsible for the presentation.

### **Section 17 Convening and decision-making of an administrative body**

An administrative body convenes when considered necessary by its chair or, if the chair is indisposed, by the deputy chair, or when at least one fourth of the members of the administrative body request a matter to be brought before the administrative body in question.

The administrative body is quorate when at least half of its members, including the chair, are present. When assessing a study attainment, the administrative body is quorate when at least three people authorised to make decisions are present in addition to the meeting chair.

## **Section 18 Meeting notice**

Meeting notices of the multi-member administrative body must be sent at least three weekdays prior to the meeting, unless otherwise decided by the administrative body in question. The meeting notice shall list the matters on the agenda. In urgent cases, the administrative body may, on the unanimous decision of its members, address a matter not mentioned in the meeting notice.

A member of the administrative body unable to attend a meeting is obligated to let the administrative body know of their absence well in advance of the meeting.

## **Section 19 Agendas and minutes**

Matters resolved on the basis of presentations in multi-member bodies are to be specified in agendas to be appended to the meeting notices. One uniform set of minutes shall be drawn up and signed by the chair and secretary as decided by the body, and by at least one or all of the members of the body who are elected as examiners.

The person presenting each matter and the content of the motion are entered on the agenda. The minutes must specify the presenter of each issue and the content of the resolution.

The voting result and the opinions of the members are public. In the event of a vote, the minutes must show the result of the vote, as well as which members have seconded the base motion and possible counter motions. Any dissenting opinion of the presenter must also be recorded in the resolution minutes. Other members may also make an entry in the minutes when a given matter is discussed.

The secretary of the body is responsible for submitting the minutes to the university archives.

Further provisions on agendas and minutes may be stipulated in the rules of procedure of the bodies.

## **Section 19b Disqualification**

The provisions laid down in Section 28 of the Administrative Procedure Act apply to assessing the grounds for disqualification, subject to the exceptions specified in Section 30 of the Universities Act. Disqualification shall be decided on in accordance with Section 29 of the Administrative Procedure Act. Each person participating in the discussion decides whether they are disqualified to discuss the matter themselves. However, in the case of a multi-member body member and the presenter, the decision on disqualification is made by the body.

# **6. Chapter 6 Staff qualification requirements**

## **Section 20 General qualification requirements**

A person selected for a post at the University of Oulu is required to possess the education, experience and language skills necessary for the successful performance of the tasks involved. The requirements applicable to each post are determined before any measures are taken to fill the post in question.

The proficiency in Finnish and Swedish required for the staff is enacted by a government decree.

## **Section 21 Special qualification requirements**

If the tasks involve the management of a unit or field, the person selected for the post must hold a Master's degree, be familiar with the field in question and possess the leadership experience required for the tasks.

## **Section 22 Professor**

A professor shall carry out and oversee scientific or artistic work, provide research-based education, follow developments in science or art, interact with society and engage in international cooperation in their field.

A person selected to the post of professor is required to possess scientific or artistic competence of a high standard and experience in the management of scientific research or artistic work, the ability to provide high-quality education based on research or artistic activities and supervise theses and demonstrations of international cooperation within their field of research. The post of professor also requires the ability to act as an academic leader. A professor must hold a doctorate. When selecting a professor on the basis of artistic competence, exceptions to the educational requirements may be made by decision of the Rector for a particularly weighty reason.

When assessing the candidate's merits, attention will be paid to research outputs, acquisition of competitive research funds and other research activities and merits, international scientific activities and collaboration, teaching, supervision of undergraduate students and doctoral researchers, mentoring activities and pedagogical studies, societal relevance, impact and potential of scientific activities, services for the academic community and leadership and interaction skills. When choosing an artistic field, artistic competence is assessed.

Separate supplementary instructions may be issued on the assessment of artistic qualifications and the practical familiarity with the field involved requisite for a professor's post.

## **Section 23 Professor of practice**

A person with particularly significant merits gained in working life or in a company outside the university community may be accepted as a professor of practice. The merits must be useful to the teaching, research and social service tasks of the university. The post of professor of practice requires a doctorate or, alternatively, an exceptionally high level of competence in the area of responsibility. The post of professor of practice is filled upon invitation, and it is always a fixed-term post.

The post may also be part-time.

## **Section 24 Associate professor**

A person selected for an associate professor post falling under the scope of the tenure track system is required to possess proof of scientific research or artistic work, the teaching skills required for the post and the ability to lead a research group. In addition, publications and other demonstrated abilities and motivation for a scientific career are required. An associate professor must hold a doctorate. When selecting an associate professor on the basis of artistic competence, exceptions to the educational requirements may be made by decision of the Rector for a particularly weighty reason.

When assessing the candidate's merits, attention will be paid to research outputs, acquisition of competitive research funds and other research activities and merits, international scientific activities and collaboration, teaching, supervision of undergraduate students and doctoral researchers, mentoring activities and pedagogical studies, societal relevance, impact and potential of scientific activities, services for the academic community and leadership skills. When choosing an artistic field, artistic competence is assessed.

### **Section 25 Senior research fellow**

A person selected for a senior research fellow post is required to possess proof of scientific research or artistic work, the teaching skills required for the post and the ability to lead a research group. A senior research fellow must hold a doctorate. When selecting a senior research fellow on the basis of artistic competence, exceptions to the educational requirements may be made by decision of the Rector for a particularly weighty reason.

When assessing the candidate's merits, attention will be paid to research outputs, acquisition of competitive research funds and other research activities and merits, international scientific activities and collaboration, teaching, supervision of undergraduate students and doctoral researchers, mentoring activities and pedagogical studies, societal relevance, impact and potential of scientific activities, services for the academic community and leadership skills. When choosing an artistic field, artistic competence is assessed.

### **Section 26 Principal university lecturer / principal clinical instructor**

A candidate for the post of principal university lecturer is required to hold a suitable doctorate or a Master's degree in an artistic field.

A candidate for the post of principal clinical instructor is required to have a suitable doctorate and a degree in a specialist medicine in a field of specialised medicine taught.

In addition, the post of principal university lecturer and principal clinical instructor requires: 25 ECTS credits of university pedagogy or equivalent studies, and the continued maintenance and development of pedagogical competence thereafter; at least four years of excellent work as a senior university lecturer/senior clinical instructor or an equivalent level post; the ability to provide high-quality, research-based teaching and supervision of theses; demonstrated excellence and supervision in the development of teaching; proof of degree programme management; special educational merits; proof of successful scientific or artistic work; and proof of active participation in the activities of the scientific community and cooperation with actors outside the university. If necessary, practical familiarity with the field involved may also be required.

### **Section 27 Senior university lecturer / senior clinical instructor**

A candidate for the post of senior university lecturer is required to hold a suitable doctorate or a Master's degree in an artistic field.

A candidate for the post of senior clinical instructor is required to have an appropriate doctorate and a degree in a specialist medicine in a field of specialised medicine taught.

In addition, the post of senior university lecturer and senior clinical instructor requires: 25 ECTS credits of university pedagogy or equivalent studies; at least five years of substantive, multifaceted experience in university-level teaching and supervision; the ability to provide high-quality, research-based teaching and supervision of theses; proof of teaching development; the ability to

head a degree programme or extensive educational entity; proof of active scientific or artistic work; and proof of active participation in the activities of the scientific community and cooperation with actors outside the university. If necessary, practical familiarity with the field involved may also be required.

### **Section 28 University lecturer and clinical instructor**

A candidate for the post of university lecturer requires a suitable doctoral degree or a Master's degree in an artistic field. In addition, the position of a university lecturer requires at least 5 ECTS credits of university pedagogy or equivalent studies and at least two years of teaching and supervision experience in university-level teaching and supervision.

A candidate for the post of clinical instructor requires a suitable doctoral degree and at least two years of specialist medical studies.

Both the university lecturer and the clinical instructor must also possess the ability to provide high-quality research-based teaching and the supervision of theses, the ability to develop teaching and proof of scientific or artistic work. If necessary, practical familiarity with the field involved may also be required.

### **Section 29 Assistant professor**

A person selected for an assistant professor post falling under the scope of the tenure track system must possess the ability to engage in independent scientific research or artistic work as well as the teaching competence required for the post. In addition, publications and other demonstrated abilities and motivation for a scientific career are required. An assistant professor must hold a doctorate. When selecting an assistant professor on the basis of artistic competence, exceptions to the educational requirements may be made by decision of the Rector for a particularly weighty reason.

When assessing the candidate's merits, attention will be paid to research outputs, activities and merits, international scientific activities and collaboration, supervision of undergraduate students and pedagogical competence, the societal relevance, impact and potential of scientific activities, and services for the academic community. When choosing an artistic field, artistic competence is assessed.

### **Section 30 Postdoctoral researcher**

The post of a post-doctoral researcher must possess the ability to engage in independent scientific research or artistic work as well as the teaching competence required for the post. A postdoctoral researcher must hold a doctorate. When selecting a postdoctoral researcher on the basis of artistic competence, exceptions to the educational requirements may be made by decision of the Rector for a particularly weighty reason.

When assessing the candidate's merits, attention will be paid to research outputs, activities and merits, international scientific activities and collaboration, supervision of undergraduate students and pedagogical competence, the societal relevance, impact and potential of scientific activities, and services for the academic community. When choosing an artistic field, artistic competence is assessed.

### **Section 31 University teacher**

The post of a university teacher requires an applicable Master's degree, good teaching competence and the potential for scientific research or artistic work. If necessary, practical familiarity with the field involved may also be required.

### **Section 32 Doctoral researcher**

The post of a doctoral researcher requires a Master's degree, a research plan, eligibility for a doctoral degree programme corresponding to the field of the post and a study right for doctoral studies, which must be primarily valid at the start of the employment relationship or by no later than during the trial period. In addition, abilities and motivation for doctoral studies and completion of a doctorate in accordance with a research plan are required for the post.

## **7. Chapter 7 Hiring staff for university posts**

### **Section 33 Decision-making in staff matters**

The recruitment of personnel must be based on the prescribed qualifications required for the position and other position requirements. All applicants being recruited must be treated equally, taking into account gender equality.

### **Section 34 Recruitment procedure**

In each case, the necessity to fill a position will be considered on the basis of the human resources plan of the profit centre, taking into account its resources and those of the university as well as the need for personnel as a whole.

Vacancies are announced using the electronic recruitment tool selected by the University of Oulu.

In exceptional cases, a position may be filled without listing it for direct recruitment. Personnel hired through direct recruitment must be qualified for the position. It must also be evident that a qualitatively better recruiting outcome would not have been possible with an open application process.

The hiring procedure is explained in greater detail in the recruitment and career models guidelines approved by the Rector.

### **Section 35 Announcement of a professorship vacancy**

Under the Universities Act, professorship duties must be publicly announced vacant when recruiting a person for an employment relationship that is effect until further notice.

The professorship may be filled by invitation without public notice of vacancy when an academically distinguished person is being invited to take the position or a candidate is appointed to the position for a fixed period. Only a candidate who indisputably fulfils the qualification requirements may be appointed to the position by invitation. The hiring procedure for professorships is explained in greater detail in the recruitment and career models guidelines approved by the Rector.

## **8. Chapter 8 Other provisions**

### **Section 36 Other university regulations**

In addition to these regulations, the University of Oulu may have financial regulations, education regulations, election regulations and other regulations. Such regulations are to be applied in the following order: The Regulations of the University of Oulu and other regulations in the aforementioned order

### **Section 37 Entry into force and transitional provisions**

These Regulations shall enter into force on 1 January 2026.