



UPPSALA
UNIVERSITET

**COVER PAGE FOR ADMISSION TO DOCTORAL EDUCATION AT
THE DISCIPLINARY DOMAIN OF SCIENCE AND TECHNOLOGY**

Documets to:
Kansliet för teknik och naturvetenskap
Uppsala universitet
Box 256
751 05 Uppsala

Cover page for

Name of candidate _____

The cover page is a support for complete admission documents. Only complete applications are considered, incomplete applications are returned for completion. Please not the clarifications on the back..

Documents: Mark with (x) in each box to assure that the documents are complete

Admission form¹

Copy of verified diploma with a transcript or similar from the authorizing education²

Copy of individual study plan, including financial plan. The level of financing for the doctoral student should be clear

Printing of the announcement or the diary number _____³

Copy of the passport for the candidate for establishment in Ladok, if the applicant has not studied or been active at a Swedish university

Signatures on this cover page, the admission form (see terms below), and on the individual study plan.

Admission: Mark with (x) in one of the boxes to clarify which type of admission the application aims at

Doctoral degree

Licentiate degree⁴. Attach motivation from applicant.

Admission to later part of education at Uppsala University⁵. FUAP clarifies in the individual study plan the crediting of time (months) and courses (hp).

Financing form: Mark the responsible for admission with (x) in one of the boxes.

Only admission of PhD student with funding in the form of full-time employment as a doctoral student at Uppsala University, where a doctoral degree is intended, is delegated to the Department⁶

The Faculty Board (the Executive Committee) decides on admission with other financing than above after preparation by Graduate Educational Board (FUN)⁷

Other financing: Mark with (x) in one of the boxes below to clarify which other type of financing that the admission considers.

Admission with part-time employment or other employment than employment as doctoral student at Uppsala University

Admission of industry-based doctoral candidate. Attach an agreement, approved by the Law Affairs Division, between the department and the company⁸

Admission of doctoral candidate employed with other university or authority (including Joint/Double Doctor). Attach an agreement, approved by the Law Affairs Division, between the department and the other university⁸

Admission of doctoral candidate with stipend-financing⁹. Attach agreement, approved by the Law Affairs Division, between the university and the scholarship organization.

Admission of doctoral candidate with financing from Marie Curie. Attach a copy of a prepared employment decision.

Admission of SIDA-financed doctoral candidate via International Science Programme (ISP) with a residence permit. Attach an agreement (or corresponding) regarding the compensation level and study conditions.

For admissions concerning doctoral student that do not conduct their education at Uppsala University:

Report from FUAP is attached¹⁰

.....
Date

.....
Signature, Head of Department

.....
Name, Head of Department

Clarifying text to Cover page for admission to doctoral education at the Disciplinary Domain of Science and Technology.

¹ A complete admission form includes:

- Full social security number (alt. full birth data if social security number is missing).
- Subject and possible specialization, and subject code in Ladok. For subject code: See the list of professors responsible for doctoral education <https://teknat.uu.se/utbildning/forskarniva/amnen-och-inriktningar/>.
- Intended degree title (SWE: Teknologie resp. filosofie licentiat-/doktorsexamen, note that the English translation is Degree of Doctor/Licentiate of Philosophy, no matter what is chosen). The choice is regulated by the list of degree titles at the faculty. https://www.teknat.uu.se/digitalAssets/395/c_395074-1_3-k_generell-dispens-med-bilaga-au130604.pdf
- *Decision date* (“Beslutsdatum” in the form) and *Admission date* (“Fr.o.m. datum” in the form).
Clarification of dates:
Decision date - the date the admission is decided by the Executive Committee or the Head of Department.
Admission date– the date from which the candidate becomes admitted.
Note also *starting date* – the date from which the doctoral student starts its education. This date can differ from the admission date and is then adjusted in the individual study plan.
- Information on supervisors.
Supervision: At least two supervisors should be assigned, one principal supervisor and one assistant supervisor. At least one of the supervisor should have been appointed Docent. One supervisor should be employed or adjunct employee of Uppsala University. The head supervisor should have passed supervision training (3 weeks). The deputy supervisor is recommended to pass supervision training (3 weeks) within the first year of the doctoral student’s education.

² Verification of diploma: For example, checking via references that a diploma from abroad is exhibited from an established university.

³ Announcement: Recruitment should be performed in international competition by an open announcement in Swedish and English, unless there are special reasons. Print of the announcement or the diary number must be attached, alternatively a motivation to why an announcement has not been performed.

⁴ Admission to licentiate degree is mostly used for capacity-building at foreign universities (SIDA-financed doctoral students) or within industry (industry-based doctoral students). Admission to licentiate degree with employment at Uppsala University is only possible in cases where the candidate so wishes.

⁵ See policy for admission to later part of doctoral education TEKNAT 2014/56 (in Swedish) <https://www.teknat.uu.se/education/postgraduate/rules-regulations/>

⁶ The head of department decides on admission by signing the admission form. Thereafter complete application documents are sent to the Office for Science and Technology for diary keeping and establishment in Ladok. Originals of the individual study plan is diary kept at the department.

⁷ Complete admission documents are sent the Office for Science and Technology. Originals of the individual study plan and possible agreements that the department has entered into is diary kept by the department. The Office for Science and Technology diary keeps the complete admission documents and establish the doctoral student in Ladok.

⁸ Templates for agreements regarding industry-based doctoral candidates and common education (joint/double degree) are available on the faculty webpages for doctoral education. <https://www.teknat.uu.se/education/postgraduate/forms/>

⁹ Doctoral student with stipend financing: Starting points are available in Guidelines for the use of scholarships for funding postgraduate education TEKNAT 2018/141 and an agreement that is attached should follow these guidelines. Doctoral students with scholarship funding should receive the same net income as doctoral students appointed to a doctoral studentship according to the pay ladder for doctoral students. Additional funding should be paid if the stipend funding is not enough.

¹⁰ Report from FUAP: For doctoral student that do not conduct their education at Uppsala University, for example industry-based, stipend-financed, SIDA-financed and DD/JD doctoral students as well as for doctoral students employed at another university (in Sweden or abroad) and for doctoral students with other employment form the FUAP is asked to report on the following issues:

- An assessment of the possibilities to operate doctoral studies under conditions that can assure progression towards the examination goals, independently of the localization. This includes the environment for the doctoral studies as well as the access and competence of supervision.
- Financial conditions should be clarified, salary for the doctoral student, possible compensation between Uppsala University and the other part (both ways).

The report should be introduced in the last panel of the individual study plan labeled "Additional remarks".