

# Checklists and examples of attestation of third-cycle studies (doctoral studies)

For suggestions of changes to this document, please contact the Swedish Migration Agency by e-mailing [markus.filipsson@migrationsverket.se](mailto:markus.filipsson@migrationsverket.se)

This document was updated 2019-04-24

## Instructions

This document contains checklists and examples regarding:

- Attestation of studies that the university issues in connection with an application for an initial residence permit for doctoral studies, and
- Attestation of studies that the university issues in connection with an application for an extension of a residence permit for doctoral studies.

Upon an **application for an initial residence permit for doctoral studies**, the doctoral student must append both the *university's formal admission decision* and an *attestation of studies*. Both so that the Swedish Migration Agency will be able to see that the doctoral student is admitted to doctoral studies, but also to provide supplemental information regarding how living expenses will be covered, etc. as a basis for the decision on a residence permit.

Upon an **application for an extension of a residence permit for doctoral studies**, the doctoral student must append an *attestation of studies* from an authorised person (such as a supervisor), which among other things presents an account of the progress of the studies, expected completion date and information on earlier and current forms of living expense coverage.

# Application for an initial residence permit for doctoral studies

Upon an application for an initial residence permit for doctoral studies, the doctoral student needs to send in both a *formal admission decision* (which may have different formats at different universities) and an *attestation of studies* from the university in Sweden.

Unless the attestation of studies meets the requirements presented in the checklists below, the application will probably need to be supplemented, which delays the handling process.

## Formal admission decision

A copy of the university's formal admission decision shall be appended to the doctoral student's application for an initial residence permit.

A basic requirement to be eligible for a residence permit for doctoral studies is that the doctoral student is admitted to a university in Sweden under a final admission decision. This means that the admission must be final before the doctoral student submits an application for a residence permit. Planning to be admitted in the future is not enough; nor is it enough if the admission is tied with conditions.

So note that the requirement is that the *admission* must be definite. However, it is not a requirement that a decision has been made regarding *employment* when the doctoral student submits his or her application.

## Checklist for attestation of studies regarding an initial residence permit for doctoral studies

An attestation of studies that is issued for the application for an initial residence permit for doctoral studies should contain the information presented below. The certificate is a complement to the formal admission decision. The certificate should be issued by an authorised person at the university with knowledge of the doctoral student's planned studies.

- **Heading stating the certificate's content**  
*For example, "Attestation of studies regarding a first-time application for a residence permit for doctoral studies in Sweden"*
- **Date for completion of certificate**
- **Doctoral student's personal information**  
*Name and date of birth/personal identity number (and reference/case number with the Swedish Migration Agency, if available)*
- **Information about the studies**  
*The programme concerned and when it is to begin. If there is a final date to begin the programme, it should be stated. The certificate should also contain information on when the doctoral student is expected to complete the programme.*

*The certificate should also provide a short description of the focus of the doctoral student's planned research.*

*If, in the scope of his or her studies at the university in Sweden, the doctoral student is planning extended stays abroad, this should be stated together with information on what months the doctoral student will be in Sweden (see example certificate below). The Swedish Migration Agency understands that this may change over time. Estimated dates need to be provided. If the doctoral student is a so-called sandwich doctoral student, this should be stated by the certificate.*

Read [here](#) for more information on sandwich doctoral students

- **Information on covering living expenses**

*If the doctoral student will receive a salary, a grant for living expenses and/or a scholarship, and during what period. Information on how much the doctoral student will receive in disbursements per month.*

*If the doctoral student is to finance his or her studies through wages, a grant for living expenses and/or scholarship(s) from an external party, this should be indicated. The doctoral student must then also append documents that verify this in his or her residence permit application.*

- **Signed by authorized staff at the university/college**

*Signature by issuing staff member (including clarification of signature). For example, the principal supervisor, the department's director of studies or the head of the department*

See example certificate below.

# Example certificate – Application for an initial residence permit for doctoral studies

*Please observe that this is an example of a certificate. The format is up to the university/college*

*<Place and date>*

## **Attestation of studies regarding a first-time application for a residence permit for doctoral studies in Sweden**

My name is *<name>*, *<position>* at *<department>*, *<university>*. I am writing this certificate for the purpose of supporting the application for a residence permit for doctoral studies for *<doctoral student's name>*, *<date of birth>*.

The educational programme is intended to begin on *<day-month-year>*, and is expected to last *<number of years>*. *<brief description of the doctoral student's planned research>*.

After arriving at *<university>*, *<doctoral student's name>* will be employed, and will then initially receive a salary of SEK *<amount>* per month. The employment is guaranteed during the entire programme length on condition that the studies progress as expected.

*Or*

*<doctoral student's name>* is being financed through scholarship(s) from *<scholarship provider>*.

*<name>*

*<position>*

*<contact information>*

## **Appendix**

Copy of formal admission decision

# Example certificate – Application for an initial residence permit for doctoral studies (Sandwich model)

Please observe that this is an example of a certificate. The format is up to the university/college

<Place and date>

## Attestation of studies regarding a first-time application for a residence permit for doctoral studies in Sweden

My name is <name>, <position> at <department>, <university>. I am writing this certificate for the purpose of supporting the application for a residence permit for doctoral studies for <doctoral student's name>, <date of birth>.

<doctoral student's name> is admitted to the SIDA financed research collaboration with <university> in <country>.

The educational programme is intended to begin on <day-month-year>, and is expected to last <number of years> years. <brief description of the doctoral student's planned research>.

During the period <day-month-year> to <day-month-year>, <doctoral student's name> plans on being in Sweden during these periods:

<day-month-year> – <day-month-year>

<day-month-year> – <day-month-year>

<day-month-year> – <day-month-year>

<doctoral student's name> is being financed through scholarship(s) from <scholarship provider>.

<name>

<position>

<contact information>

## Appendix

Copy of admission decision

# Application for an extension of a residence permit for doctoral studies

## Checklist for attestation of studies regarding an application for an extension of a residence permit for doctoral studies

In the Swedish Migration Agency's review for an extension of a residence permit for doctoral studies, we need to look at the study results and continued study plan.

An attestation of studies that is issued for the application for an extended residence permit for doctoral studies should contain the information presented below. The certificate should be issued by an authorised person at the university with knowledge of the student's on-going studies.

*Here, a certificate of enrolment does not mean a Ladok transcript.*

The certificate should contain the following:

- **Heading stating the certificate's content**  
*For example "Attestation of studies regarding extension of a residence permit for doctoral studies"*
- **Date for completion of certificate**
- **Doctoral student personal information**  
*Name and date of birth/personal identity number (and reference/case number with the Swedish Migration Agency, if available)*
- **Information about the education**  
*What programme and when it began.*

*If the doctoral student will be abroad in alternating periods, as a so-called sandwich doctoral student, this should be stated together with information on what months the doctoral student will be in Sweden (see example certificate below). Provide information on the known planned stays in Sweden. The Swedish Migration Agency understands that this may change over time. Estimated dates need to be provided. Doctoral students can at most receive two-year residence permits, so the planning does not need to cover the entire programme.*

Read [here](#) for more information on sandwich doctoral students.

- **Information about the study plan**

*Expected end date for the programme. Provide the date, at least the month, that this is expected to occur. The Swedish Migration Agency understands that this may change over time. An estimated date needs to be provided.*

*State if the studies are progressing according to plan or not. If the studies have taken more time than expected, the reason for the delay should be stated.*

- **Information about study performance**

*A brief statement regarding the doctoral student's performance in the latest permit period. If the issuer of the certificate does not believe the doctoral student has made acceptable progress in his or her studies, this should be clearly described.*

**Information on coverage of living expenses**

*Information should be provided on how the doctoral student's living expenses are currently being covered (scholarship, salary, etc.), the size of disbursement per month and for what period.*

*If the doctoral student is to finance his or her studies through wages, a grant for living expenses and/or scholarship(s) from an external party, this should be indicated. The doctoral student must then also append documents that verify this in his or her residence permit application.*

- **Signed by authorized staff at the university/college**

*Signature by issuing staff member (including clarification of signature). Information about the post held by the person issuing the completed certificate and their contact details. It is also preferable if information about how the student's results were obtained can be provided*

See example certificate below.



# Example certificate – Application for an extension of a residence permit for doctoral studies

*Please observe that this is an example of a certificate. The format is up to the university/college*

*<Place and date>*

## **Attestation of studies regarding extension of a residence permit for doctoral studies**

My name is *<name>*, *<position>* at *<department>*, *<university>*. I am writing this certificate for the purpose of supporting the application for a residence permit for doctoral studies for *<doctoral student's name>*, *<date of birth>*.

*<doctoral student's name>* has been admitted to *<educational programme>* at *<university>*. The programme began on *<day-month-year>*. *<brief description of the doctoral student's research>*.

The expected end date for the programme is *<(day-)month-year>*. The studies are progressing according to plan and the doctoral student has performed well during the latest permit period.

*<doctoral student's name>* is employed as a doctoral student and receives a salary of SEK *<amount>* per month. The employment will continue during the remaining programme length.

*Or*

*<doctoral student's name>* is being financed through scholarship(s) from *<scholarship provider>*.

*<name>*

*<position>*

*<contact information>*

# Example certificate – Application for an extension of a residence permit for doctoral studies (Sandwich model)

*Please observe that this is an example of a certificate. The format is up to the university/college*

<Place and date>

## **Attestation of studies regarding extension of a residence permit for doctoral studies**

My name is <name>, <position> at <department>, <university>. I am writing this certificate for the purpose of supporting the application for a residence permit for doctoral studies for <doctoral student's name>, <date of birth>.

<doctoral student's name> is admitted to the SIDA financed research collaboration with <university> in <country>.

The programme began on <day-month-year>. <brief description of the doctoral student's research>.

The expected end date for the programme is <(day-)month-year>. The studies are progressing according to plan and the doctoral student has performed well during the latest permit period.

During the period <day-month-year> to <day-month-year>, <doctoral student's name> plans on being in Sweden during these periods:

<day-month-year> – <day-month-year>

<day-month-year> – <day-month-year>

<day-month-year> – <day-month-year>

<doctoral student's name> is being financed through scholarship(s) from <scholarship provider>.

<name>

<position>

<contact information>