| **D**epartment of … | **Blankett** SLU ID: SLU.[Skriv numret här]  20ÅÅ-MM-DD |
| --- | --- |

# Recommendation on admission of doctoral student, including template for preliminary ISP

|  |  |  |
| --- | --- | --- |
| **Department** | | **Faculty**  Choose an item. |
| **Reference number for announced position** | | |
| **Name of applicant** | | **Personal identity number *(or date of birth)*** |
| **E mail applicant** | | **Gender applicant** Choose an item. |
| [**Doctoral education subject**](https://internt.slu.se/en/support-services/education/doctoral-education1/doctoral-education-content/planning-and-follow-up/current-doctoral-education-subjects/)(including specialisation if applicable) | | |
| **Admission to\*** Choose an item. | *If admission towards licentiate degree – give reasons why:* | |
| *\* Latter part of doctoral degree is applicable for PhD students that earlier have been admitted to licentiate degree and have received the licentiate degree and now would like to continue towards a doctoral degree.* | | |
| **Form of support** *(e.g. PhD position, external employment, scholarship)* | |  |
| **Start date doctoral education:** | Click or tap to enter a date. | |
|  | | |
| **Principal supervisor** (name, academic\* title) *\* academic title = professor, associate professor* | | |
| **Name:**  **Academic title:** Click or tab to enter text. | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Assistant supervisors** (name, academic title, affiliation):  *\* academic title = professor, associate professor or PhD* | | | |
|  | **Name** | **Academic title, affiliation** | |
| 1. |  |  | |
| 2. |  |  | |
| 3. |  |  | |
|  |  |  | |
| ***Signatures*** *This form shall be signed by the applicant and the head of department. If the head of department is supervisor, it shall be signed by the deputy head of department. It can be signed either by using EduSign or physical signatures. Please do not mix digital and physical signing in the same document.* | | | |
| **Signature - applicant** | | | Date |
| **Signature – principal supervisor** | | | Date |
| **Signature head of department**  *(Deputy HoD if the HoD is supervisor)* | | | Date |
| **Clarification of signature** | | | |

**Mandatory appendices:**

1.  Evaluation that verifies the applicant’s eligibility and the authenticity of attached certificates (From the division of Educational Affairs)

2.  A preliminary individual study plan (you will find a template as attachment to this form)

3.  Cost estimates for the project

4.  Project contract, if existent, and project number

5.  Copies of the recruitment information (the announcement and a justification for the admission proposal)

If any of the following special arrangements are true, please also attach:

6. If joint/double degree is intended: A copy of the agreement between the different institutions that are parts of the education cooperation.

7. If the doctoral education will be funded with personal scholarship: A certified copy of the contract between the applicant and the donor.

8. If the applicant has another kind of position than PhD student position, or a position at a company or a foreign university: A copy of the contract of employment or equivalent. This contract shall ensure that time is allocated for the doctoral education within the scope of the appointment, according to HEO, ch 7, s 36.

**Appendix: Template for preliminary ISP**

*Providing a complete overview of the programme will help the faculty make an informed decision regarding admission. If you have any questions regarding the information required at your faculty, please contact your faculty office, director of doctoral study or vice dean.*

|  |  |  |
| --- | --- | --- |
| **Basic information** | |  |
| Name of applicant:  *N.B. This information is automatically retrieved from the first page.* | |  |
| Planned participation in research school/s:  Name of research school/s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| **Information about external employer, or education conducted with another partner (if applicable):** | | |
| 1. | **Doctoral student to be employed by an external employer** (if yes, which one?)  No  Yes Name of external employer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| 2. | **Doctoral student in one of Sida’s bilateral research cooperation programs** – so called "sandwich doctoral student"; (If yes list partner universities.):  No  Yes Name of partner universities: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| 3. | **Doctoral student in an EU-funded program;** (if yes list partner universities):  No  Yes Name of partner universities: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| 4. | **Doctoral student in a joint/double degree program;** (if yes list partner universities):  No  Yes Name of partner unversities: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |

|  |  |
| --- | --- |
| **Planned study activity [%]** | Click or tab to enter text. |

|  |  |
| --- | --- |
| **Indicative timeline for the studies** | **Planned date** |
| Annual follow-up (1st year): | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Midway seminar: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Midway review: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Licentiate seminar (if applicable): | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Annual follow-up (3rd year): | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Final seminar (if applicable): | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Defence of doctoral thesis: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |  |  |  |
| --- | --- | --- | --- |
| **Information on supervisor team** | | |  |
| *N.B. The information on supervisor names is automatically retrieved from the second page.* | | | |
| **Name of principal supervisor:** | | |  |
| **Description of role in supervision of the doctoral student:**  Click or tab to enter text. | | | |
| **Assistant supervisors, and their respective supervisor role:** | | | |
| *N.B. The information on supervisor names is automatically retrieved from the second page.* | | | |
| **Name** | | **Description of role in supervision of the doctoral student** | |
| 1. |  | Click or tab to enter text. | |
| 2. |  | Click or tab to enter text. | |
| 3. |  | Click or tab to enter text. | |
|  |  |  | |

|  |  |
| --- | --- |
| **Summary of the thesis project** | |
| **Title:** | Click or tab to enter text. |
| **Type of thesis:** | Choose an item. |
| **Description of the planned doctoral project (please insert text below)**:  *Describe the planned doctoral project. What is the doctoral student´s role and tasks in the project? The description should be concise but include relevant parts such as aims/goals, theoretical background, scientific problems and relevance, planned methods, national and international cooperation and relevant references.* | |
| Click or tab to enter text. | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Planning of thesis work** | *Provide an outline of the intended plan for the thesis work.* | | |
| For example:  *[The different options in Ladok are: Planning, Data collection, Write manuscript, Send manuscript, Manuscript accepted, Optional text*]. *Use the plus sign to the right to add more rows.* | | | *Indicative timeframe* |
| Click or tab to enter text. | | | Click or tab to enter text. |
|  | | |  |
|  | | | |
| **Part of thesis work** *(delarbeten/kapitel)* | | *List the planned component papers/chapters of the thesis, and suggested order of authors.* | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |

**Planned courses and conferences**

*Give examples of courses, conferences, seminars, and other educational activities that could be included in the programme. Use the plus sign to the right to add more rows.*

|  |  |
| --- | --- |
| **Planned courses** | ***Justification*** |
|  |  |
| **Planned conferences** |  |
|  |  |
| **Planned other activities** |  |
|  |  |

**Additional time plan for doctoral students employed by another employer than SLU (if relevant).**

*Additional time plan for doctoral students employed by another employer than SLU (if relevant). Here you can add for example time that you plan to spend at the department (for students employed e.g. at a private company) or time that you plan to spend in Sweden (e.g. for Sandwich students).*

Click or tab to enter text.

**Other comments**

Click or tab to enter text.