

Doctoral students' rights and responsibilities

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Form of funding – active doctoral students during 2021

Form of funding	2021	
	Number	Women/Men
Employment as doctoral student	431	61/39
Doctoral student employed by a company	44	59/41
Other employment at SLU	35	43/57
Other employment outside the university (than at companies)	19	53/47
Scholarship	16	56/44
Employment without connection to doctoral education	10	90/10
Sum	555	

An individual education

- Doctoral education is an individual education.
- This means that even though the degree outcomes are the same for all doctoral students, the path to these objectives is different for different individuals. Which path you take depends on what background knowledge you have in a certain area, what your thesis project is and to some extent also how you want your future career to look like.
- You and your supervisor will make plans for your education and research projects, but plans can (and will!) change. It is important to be able to adjust the projects and have backup plans.
- And remember that even if it is an individual education, it does not mean that you are alone. Ask for help if you need it!



Rights and responsibilities?

Since we are talking about an individual education, it is hard to give an exact overview of the rights and responsibilities for each doctoral student. The most important thing is that you know where you will find the information and the framework for YOUR education and that you know who to contact if you have questions.

- Information about [Doctoral education at the SLU staff web](#)
- [Regulations and forms](#)
- However, some general rights and responsibilities will be presented here.

Doctoral students should

- actively and independently pursue their studies, both experimental and theoretical parts, and document the research results so that a thesis can be presented and defended after 4 or 2 years of actual study time (nettostudietid) respectively;
- continuously inform supervisors of educational, scientific and practical developments and propose changes and adaptations motivated by how the thesis project is progressing;
- after consultation with the supervisor, take part in PhD courses;
- be well informed about SLU's rules and policies for doctoral education.



The doctoral student's dual roles

- Doctoral EDUCATION – doctoral STUDENTS
- Most doctoral students are funded via employment (at SLU or at another company) -> both student and employed!
- The head of department has the responsibility for the doctoral student's education and work environment.
- Also, the head of department has a responsibility to ensure that even the doctoral students who are **not** employed by SLU are offered conditions and opportunities that as far as possible are similar to those that apply to the university's employees.

The doctoral student has access to two different lines of support:

Work environment:

- Closest head (head of dept)
- HR specialist
- Occupational health care
- Employee associations
- The department safety representative (skyddsombud)
- The SLU Legal Affairs unit



Education environment:

- Supervisor
- Department director of study or contact person for doctoral education
- Faculty director of study for doctoral education

Doctoral student ombudsman/counsellor

Equal opportunities at SLU

- SLU's work with Equal opportunities shall lead to equal possibilities and rights for employees and students at work and in their studies.
- SLU does not accept any form of discrimination, harassment, sexual harassment or reprisals.
- Gender equality and equal opportunities at SLU
- What you can do in the event of harassment

Rules for the doctoral education

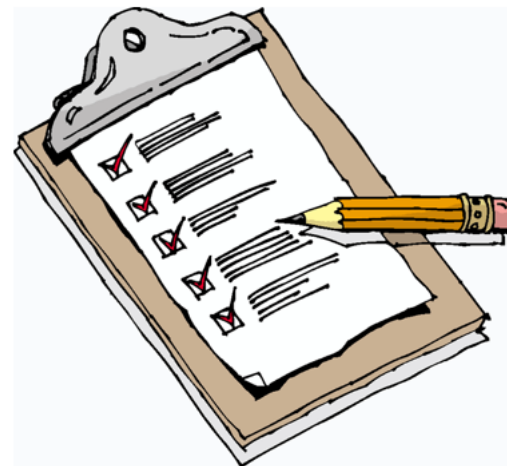
- Introduction to the education
- Doctoral education at SLU are regulated by laws, ordinances and SLU's own guidelines. A doctoral student is always admitted to specific doctoral education subject, with a general study plan. It is recommended that you read through the SLU guidelines for doctoral education and the general study plan for your subject.
- All doctoral students shall have an individual study plan (ISP)
- Regulations and forms for doctoral education

Individual study plans (ISPs) in doctoral education

- All doctoral students shall have an ISP (HEO/HF)
- The ISP must contain the university's and doctoral student's commitments and a timetable for the education
- The ISP must be followed up regularly – at least once per year
- Planning the education - the principal supervisor's responsibility

The digital ISP at SLU

1. General information
2. Research plan
3. Commitments
4. Degree outcomes
5. Educational activities
6. Schedule, follow-up and evaluation



Supervision

- At least two supervisors must be appointed for each doctoral student, and one of them should be appointed principal supervisor.
- Doctoral students are entitled to supervision during their studies, unless the Vice-Chancellor decides otherwise by virtue of the Higher Education Ordinance.
- A doctoral student may request to change supervisor.
- The faculty board decides on any change of supervisor. Applications can be made either by an individual student, or by a student and his/her supervisor together.

Study activity and actual period of study

- The “actual period of study”(nettostudietid) is the time doctoral students spend on their thesis work and participating in doctoral courses. *(2 or 4 years)*
- If you are employed on a doctoral studentship you may use up to 20% of your time on departmental duties (according to the HEO).
- Activities that are not part of the doctoral studies but that are conducted in parallel will lead to a lower study activity and result in an extension of calendar hours (“prolongation”). For example: departmental duties, sick leave and parental leave, and work as a representative in student unions or trade unions, and other special circumstances.
- Every semester, SLU must report study activity and funding form for all doctoral students in the national student administration system: Ladok. It is the actual period of study that is registered, meaning Ladok will show how much of this period is remaining.

Work and education environment

- Employers in Sweden have a legal responsibility to provide a good and safe work environment and to prevent work related injuries and illness. This responsibility covers the relation between the university and doctoral students too, including those doctoral students who are not employed. If you are employed by someone other than the university, while registered as a doctoral student, both your employer and your HEI need to provide you with a good and safe work environment.
- <https://internt.slu.se/en/my-employment/benefits-at-slu/>

Insurance

- If you are employed at SLU: life insurance, personal injury insurance
- If you are financed through a scholarship you are covered by insurance for doctoral students, provided by The Legal, Financial and Administrative Services Agency (*Kammarkollegiet*), a governmental agency mandated by the government to provide insurance for doctoral students. You are covered automatically and there are no special papers for you to sign.

Links to other useful information:

- [Doctoral education at SLU](#)
- [Online introductory course for doctoral students at SLU](#)
- [A guide to doctoral students' rights and the laws and regulations in Sweden](#) (compiled at national level by SFS DK)
- [The PhD Handbook](#) (compiled at national level by SFS DK)
- [Web training for government employees](#)
- [Practical information and advice for living and working in Sweden and at SLU](#)
- [Contact information – doctoral education at SLU](#)