



DECISION

Reg. no

I G 9 6251/2004

LS 2012/719)

STYR 2017/409

STYR 2024/288

Date 18 June 2024

University Board

Contents

Admission Rules for Doctoral Education at Lund University

1. <i>Introduction</i>	3
2. <i>Information about places on study programmes and doctoral studentship vacancies</i> ...	5
2.1 Admission without prior advertising	6
3. <i>Application and admission requirements</i>	8
4. <i>Preparation and selection</i>	
4.1 Objections	12
5. <i>Decision on admission to doctoral education</i>	13
6. <i>Forms of student finance</i>	15
6.1 Doctoral studentship	15
6.2 Other funding.....	16
7. <i>Joint courses and study programmes in doctoral education</i> ...	24
8. <i>Work environment</i>	29
9. <i>Follow-up</i>	30
10. <i>Entry into force and transitional provisions</i>	30

Admission Rules for Doctoral Education at Lund University

These Admission Rules were approved by the University Board on 18 June 2024 and replace the previous Admission Rules. These rules apply to admission to courses or study programmes that start after 1 July 2024.

Provisions that are to be taken into account in the application of these Admission Rules for Doctoral Education:

Rules of Procedure for Lund University (STYR 2023/1118)

Lund University's Rules on the Allocation of Decision-Making Powers and the Right to Sign Agreements at Lund University (STYR 2023/662)

Administrative Procedure Act (2017:900)

1. Introduction

In accordance with the *Rules on the Allocation of Decision-Making Powers and the Right to Sign Agreements at Lund University*, the decision-making powers that are regulated in these Admission Rules may be sub-delegated to another body or official unless restrictions apply in specific cases.

Higher Education Ordinance

Study guidance and information

Chapter 6, Section 3 Students must be provided with study and career guidance. Higher education institutions must ensure that anyone intending to begin a course or study programme can access the necessary information.

Higher education institutions must also ensure that admission rules are available. The admission rules are to include the rules that the higher education institution applies with regard to applications, admission requirements, selection and admission, as well as how decisions are made and can be appealed.

Subjects

Chapter 6, Section 25 A higher education institution entitled to award third-cycle qualifications must determine the subjects in which third-cycle courses and study programmes are to be provided.

General syllabus

Chapter 6, Section 26 Each subject that provides third-cycle education must have a general syllabus.

Section 27 A general syllabus must state the following: the main content of the study programme, specific entry requirements and any other necessary regulations.

Lund University

Those who undertake doctoral education (third-cycle education) are to have been formally admitted to a doctoral programme. Education intended to prepare students for the third cycle is to be obtained in the second cycle.

The process of admission to doctoral education is to be transparent. The faculty is to ensure that applicants for doctoral education have

access to information about the University's organisation and operations, as well as access to the relevant rules for doctoral education.

Comprehensive information about the programme and the admissions process is to be readily available on the University's website and that of the relevant faculty. This information is to include the following:

- the procedure for admission to doctoral education
- the main content and structure of the programme
- applicable rules for admission requirements
- the assessment criteria that are to be applied in assessing the applicant's capacity to assimilate the programme
- how decisions on admission are made
- forms of funding for doctoral education
- application deadlines for doctoral education.

The information above is also to be available in English.

2. Information about places on study programmes and doctoral studentship vacancies

Higher Education Ordinance

Admission procedure

Chapter 7, Section 37 Decisions relating to admission are made by the higher education institution. A person who wishes to be admitted to a third-cycle course or study programme must apply within the time prescribed and in compliance with the procedures established by the higher education institution. When a higher education institution intends to admit one or more doctoral students, information must be provided by the institution through advertising or some equivalent method.

Information need not, however, be provided:

1. about the admission of a doctoral student who is to complete the course or study programme within the framework of employment by an employer other than the higher education institution,
2. about the admission of a doctoral student who has previously begun doctoral education at another higher education institution,
- or
3. if there are similar special grounds.

Chapter 7, Section 38 A higher education institution that is entitled to award third-cycle qualifications within an area may permit a doctoral student who has been admitted to some other higher education institution to transfer to the institution and to continue their courses and study programme and graduate there. However, this only applies if the doctoral student has completed the major part of their doctoral studies at the institution in the area in which entitlement to award third-cycle qualifications is granted.

Credit transfer

Chapter 6, Section 6 If a student at a higher education institution in Sweden has passed a higher education course or study programme, they are entitled to transfer the awarded credits to a course or study programme at another higher education institution. This does not apply, however, if there is a substantial difference between these courses or study programmes.

The same applies for students who have successfully completed a course or study programme

1. at a higher education institution in Denmark, Finland, Iceland or Norway,
2. at a higher education institution of a signatory to the Council of Europe's Convention of 11 April 1997 on the Recognition of Qualifications concerning Higher Education in the European Region,
3. at a higher education institution of a signatory to UNESCO's Global Convention on the Recognition of Qualifications concerning Higher Education from 25 November 2019, or
4. at the Nordic School of Public Health (NHV).

Chapter 6, Section 7 A student is entitled to transfer credits from a course or study programme other than that stated in Section 6 if the nature and extent of the knowledge and skills cited by the student are such that they generally correspond to the course or study programme for which the credits are to be transferred. A student may also be given credit for the equivalent knowledge and skills acquired in a vocational or professional capacity. Ordinance (2006:1053).

Chapter 6, Section 8 The higher education institution must assess whether credits can be awarded for prior education or prior professional or vocational experience. Credits may only be awarded to someone who is a student, unless otherwise stated in a statute or ordinance.

Lund University

In accordance with *Lund University's Rules on the Allocation of Decision-Making Powers and the Right to Sign Agreements at Lund University*, the faculty board is to determine procedural rules for the advertisement of places on doctoral programmes in all the subjects in which the programmes are offered.

The advertisement of places on doctoral programmes is to be done on the University's website.

The advertisement of doctoral studentship vacancies is to be done on the University's website.

The information is to be distributed in such a way that it receives appropriate national and international coverage. The position is to be advertised at least three weeks prior to the deadline for applications.

The advertisement is to specify whether departmental duties may be included in the advertised position.

2.1 Admission without prior advertising

The Higher Education Ordinance (HEO) Chapter 7, Section 37 stipulates that when a higher education institution intends to admit one

or more doctoral students, information must be provided by the institution through advertising or some equivalent method.

Information need not, however, be provided

1. when admitting a doctoral student who is to complete the course or study programme within the framework of employment by an employer other than the higher education institution,
2. when admitting a doctoral student who has previously begun doctoral education at another higher education institution, or
3. if there are similar special grounds.

With reference to HEO Chapter 7, Section 37, special grounds as stated in point 3 at Lund University cover applicants with grants, applicants employed outside Lund University, applicants with a joint doctoral programme, doctoral students who have previously started their doctoral programme at another higher education institution or in another subject area in doctoral education at Lund University.

The applicant's qualifications are to be assessed by a preparatory committee that is of the same kind, and appointed in the same way, as in regular admissions to doctoral education, as stipulated in Chapter 4 about preparation and selection below.

3. Application and admission requirements

Higher Education Ordinance

General syllabus

Chapter 6, Section 27 A general syllabus must state the following: the main content of the study programme, specific entry requirements and any other necessary regulations.

Admission to third-cycle courses and study programmes

Chapter 7, Section 35 For admission to third-cycle courses and study programmes, the applicant must

1. meet the general entry requirements and specific entry requirements prescribed by the higher education institution, and
2. be considered in other respects to have the ability required to assimilate the course or study programme.

General entry requirements

Chapter 7, Section 39 A person meets the general entry requirements for third-cycle courses and study programmes if they have

1. been awarded a second-cycle qualification,
2. satisfied the requirements for courses comprising at least 240 credits of which at least 60 credits were awarded in the second cycle, or
3. acquired substantially equivalent knowledge in some other way in Sweden or abroad. The higher education institution may permit an exemption from the general entry requirements for an individual applicant, if there are special grounds.

Specific entry requirements

Chapter 7, Section 40 The stated specific entry requirements must be essential for a student to be able to assimilate the course or study programme. These requirements may comprise

1. knowledge from one or more higher education courses and study programmes or corresponding courses and study programmes,
2. specific professional or vocational experience, and
3. necessary language skills or other conditions determined by the course or study programme.

Lund University

Applications for admission to doctoral education must be made on the specified form. The application form is to be approved by the faculty board, in accordance with Lund University's Rules on the Allocation of Decision-Making Powers and the Right to Sign Agreements at Lund University.

For each subject area in doctoral education, the faculty board is to decide on the specific entry requirements. Specific entry requirements include prior knowledge and other conditions beyond the general requirements.

The specific entry requirements may include specification of the 240 credits covered by the general requirements but may not require specific courses over and above those credits.

4. Preparation and Selection

Higher Education Ordinance

Selection

Chapter 7, Section 41 Selection between applicants who meet the requirements stated in Sections 35 and 36 must consider their ability to assimilate the course or study programme.

The higher education institution decides which assessment criteria will be used in determining the ability to assimilate the course or study programme.

However, during selection, the fact that an applicant is assessed as able to transfer credits from prior courses and study programmes or for professional or vocational experience may not give the applicant priority over other applicants.

Lund University

In accordance with Lund University's Rules on the Allocation of Decision-Making Powers and the Right to Sign Agreements at Lund University, for all the subject areas that offer doctoral education, the faculty board is to determine:

- comprehensive procedures for the preparation of decisions on admission to doctoral education. This decision-making power may not be sub-delegated.
- assessment criteria for admission to doctoral education.

The faculty is to ensure that the preparation of decisions in the doctoral education admission process is transparent and fair. Conflicts of interest must always be considered.

Preparation and selection concerning decisions on admission to doctoral studies are to be carried out by a committee determined by the faculty board. The right to decide on the preparatory committee can be delegated to the department board, other body at department level or the head of department but cannot be further sub-delegated. The preparatory group is to include at least two members of teaching

staff with the qualifications for associate professorship.¹ At least one of the members of teaching staff on the committee with qualifications for associate professorship is not to be under consideration as a prospective supervisor. The composition of the committee must ensure an impartial assessment.

The preparatory committee is to verify that each applicant meets the general and specific entry requirements, regardless of the form of student finance. Pursuant to HEO Chapter 7, Section 41, the review and verification that an applicant meets the general and specific entry requirements must be done before any selection of applicants.

When an exemption from the general entry requirements, pursuant to HEO Chapter 7, Section 39, is applied, this is to be justified in writing and the special grounds stated in the decision on admission.

The *Policy and Regulations for Student Influence at Lund University* stipulates that in accordance with the University's *Rules of Procedure*, students are entitled – as in any other cases that affect education – to be represented both during the preparation and the decision on admission to doctoral education and the allocation of funding for doctoral education.

When recruiting and selecting students for doctoral education, gender equality and equal opportunities are to be strived for, in accordance with *Lund University's Equal Opportunities Plan*.

The faculty board, in accordance with HEO Chapter 7, Section 36, is responsible for carrying out an assessment to verify funding is guaranteed for the entire period of study.

¹ Exceptions to this requirement can be made for artistic doctoral subjects that can define the competence requirements against the background of HEO Chapter 4, Section 3. Here it is stipulated that skills within the fine, applied or performing arts are displayed through artistic or scientific prowess as well as teaching expertise.

On admission to doctoral education, a risk assessment is always to be carried out regarding independence, integrity, ethics, academic freedom and dual-use products (software, technology and services that can be used for both civilian and military purposes) as well as the student's situation and capacity to complete the programme in both academic and practical terms. This applies to admission through a doctoral studentship and the admission of doctoral students with another type of funding, such as external grants and externally-employed doctoral student agreements (see Chapter 6 below).

In collaborations with external funding bodies, Lund University is to inform both those bodies and those admitted about the requirements placed on collaborations within research and education by Swedish law, ordinances and the University's own rules.

4.1 Objections

Applicants are to be informed of the opportunity to object to proposed decisions on admission, and how the objection is to be submitted.

Before a decision on admission is taken, documentation is to be drawn up that includes proposed admissions and the grounds for the proposed decision. The documentation is to be distributed to the applicants at least two weeks before a decision on admission is taken. Within this timeframe, applicants who wish to do so can communicate their objections to the proposal to the faculty board. If the decision-making power has been delegated, the objection is to be communicated to the decision-making body in question or to the relevant official.

5. Decision on admission to doctoral education

Higher Education Ordinance

General provisions

Chapter 7, Section 34 The number of third-cycle students admitted to third-cycle courses and study programmes may not exceed the number that can be offered supervision and otherwise acceptable conditions for study and who have student finance under Chapter 7, Section 36.

Lund University

In accordance with Lund University's Rules on the Allocation of Decision-Making Powers and the Right to Sign Agreements at Lund University, decisions about the admission of applicants to doctoral education are made by the faculty board.

When admission is based on a form of student finance other than employment on a doctoral studentship, such as admission of applicants with grants or applicants employed outside Lund University, the decision-making power may be delegated to a body or official at faculty level but may not be further sub-delegated.

When admission is based on employment on a doctoral studentship, the decision-making power may also be delegated to a body or official at department level, but not to an official other than a head of department. The decision-making power may not be delegated to the doctoral student's intended supervisor.

Decisions on admission to doctoral education are to state the names of those who have participated in the preparatory committee.

Decisions on admission to doctoral education are, for those who are ranked, to contain documentation on the assessment of how they fulfil the general entry requirements, or justification for exemption from

these, specific entry requirements and the preparatory committee's statement.

For an admission involving employment on a doctoral studentship, the fundamental rules and principles for recruitment and appointment in the Lund University Appointment Rules are to be observed.

A decision to employ a student from a country outside the European Union on a doctoral studentship may only be made after the student has been admitted to doctoral education and the Swedish Migration Agency has granted the student a residence permit.

Before a decision on admission, the following must be in place:

- a plan for student finance for the entire period of study,
- available supervisors in the subject,
- a plan for the doctoral student's workplace and other physical resources.

All applicants are to be informed of the decision on admission within seven working days of it being made.

6. Forms of student finance

6.1 Employment on a doctoral studentship

Higher Education Ordinance

Admission

Chapter 7, Section 36 A higher education institution may admit an applicant to third-cycle courses and study programmes who is appointed to a doctoral studentship. The higher education institution may also admit an applicant who has some other form of funding for their studies if it assesses that

1. funding can be guaranteed during the entire period of study, and
2. the applicant can devote enough time to their studies to enable their completion within four years in the case of a licentiate degree or a licentiate degree in the fine, applied and performing arts or eight years in the case of a doctorate or a doctorate in the fine, applied and performing arts.

Employment on a doctoral studentship, duties

Chapter 5, Section 2 A person appointed to a doctoral studentship must primarily dedicate time to their own studies.

However, an employee may work to a limited extent with education, research, artistic research and administration. Before a doctorate or a doctorate in the fine, applied and performing arts has been awarded, however, duties of this kind may not comprise more than 20 per cent of a full-time position.

Appointment

Chapter 5, Section 3 Only a person who is or has been admitted to third-cycle education at a higher education institution may be employed on a doctoral studentship.

Chapter 5, Section 3a A doctoral studentship must be a full-time position. If a third-cycle student requests it, the position may be part-time but at no less than 50 per cent of a full-time position.

Chapter 5, Section 5 When appointing a person to a doctoral studentship, their ability to assimilate third-cycle education must be taken into account. If appointment to a doctoral studentship is associated with admission to a study programme, the provisions in Chapter 7, Section 4, Paragraphs 2-3 on determining assessment criteria and the prohibition of preferential treatment must be applied.

The higher education institution must provide information about vacant positions in the form of advertising or some equivalent procedure, so someone interested in the position can notify the higher education institution within the stipulated period. However, information only needs to be provided if appointment to a doctoral studentship will take place in association with admission to a study programme and if information must be provided in connection with admission under Chapter 7, Section 37. Ordinance (2017:284).

Form of employment

Chapter 5, Section 7 Employment on a doctoral studentship must be until further notice, but no longer than a given date and never longer than one year after the award of a doctorate or doctorate in the fine, applied and performing arts.

The initial employment is to apply for a maximum of one year. The employment may be renewed for a maximum of two years at a time. A person may be employed on a doctoral studentship for a total of no more than eight years. However, the total period of employment may be no longer than that equivalent to full-time third-cycle studies of four years. For studies that conclude with the award of a licentiate degree or a licentiate degree in the fine, applied and performing arts the total employment period may not exceed the time corresponding to full-time third-cycle study for two years. The time spent studying by the third-cycle student while not appointed to a doctoral studentship must be deducted from these periods.

The total period of employment may, however, exceed that stated in the third paragraph if there are special grounds. Such grounds may comprise leave of absence because of illness, leave of absence for service in the Swedish defence forces or an elected position in a trade union or student organisation, or parental leave.

Appeals

Chapter 12, Section 2 The following decisions of a higher education institution may be appealed to the Higher Education Appeals Board: 1. a decision relating to employment at a higher education institution, with the exception of appointment to a doctoral studentship or to senior lecturer through a promotion under Chapter 4, Section 12c.

Lund University

At Lund University, those admitted to doctoral education are primarily to be employed on a doctoral studentship. The doctoral studentship will secure funding for the duration stipulated in the Higher Education Ordinance.

6.2 Other funding

Higher Education Ordinance

Admission to doctoral education

Chapter 7, Section 36 A higher education institution may admit an applicant to third-cycle courses and study programmes who is appointed to a doctoral studentship. The higher education institution may also admit an applicant who has some other form of funding for their studies if it assesses that

1. funding can be guaranteed during the entire period of study, and
2. the applicant can devote enough time to their studies to enable their completion within four years in the case of a licentiate degree or a licentiate degree in the fine, applied and performing arts or eight years in the case of a doctorate or a doctorate in the fine, applied and performing arts.

Lund University

The forms of student finance for doctoral education other than employment on a doctoral studentship are called other funding. Other student funding may not consist of support from another person or personal fortune.

Internal grants for student finance for doctoral education may only be established when they concern supplementary grants in accordance with 6.2.2 below.

In the case of other student funding, except external grants as set out in 6.2.1 below, the student funding is to be equivalent to at least 28 per cent of the price base amount.

If, when other student funding applies, this funding ceases during the period of study for reasons beyond the doctoral student's control, the faculty has an obligation to employ the doctoral student for the remainder of the study period. This does not apply, however, if the doctoral student with student funding in the form of employment at another employer (6.2.3 below) chooses to terminate their position at the employer or is forced to end their employment for some reason

that is within the doctoral student's control. This also does not apply if a decision has been made to withdraw resources in accordance with HEO Chapter 6, Section 30.

When doctoral studies are financed by other doctoral student funding, such as external grants and externally-funded doctoral student agreements, they remain subject to the regulations in HEO Chapter 7, Sections 34-35, that only as many doctoral students as can be offered supervision and acceptable conditions for study may be admitted, and that those admitted to doctoral education must fulfil the specific requirements specified by the faculty and possess the ability necessary to assimilate the programme.

6.2.1 External grants

Higher Education Ordinance

Admission to doctoral education

Chapter 7, Section 36, Paragraph 2 For an applicant with funding via a grant, funding under point 1 of the first paragraph is regarded as guaranteed if the grant is equivalent to the pay level for doctoral students regulated by a Swedish collective agreement or standard practice in the profession, after deductions for preliminary tax at source according to the tax table equivalent to the average tax rate for municipalities and regions and which is published annually by Statistics Sweden. If the applicant will alternate time in Sweden and another country, the requirement for the level of the grant only applies to the time the applicant intends to be in Sweden.

Employment on a doctoral studentship

Chapter 5, Section 4 On application, a doctoral student whose financing is grant-based must be appointed to a doctoral studentship no later than the date when, according to the individual study plan, the remaining period of study corresponds to three years of full-time study before the award of a doctorate or a doctorate in the fine, applied and performing arts. This does not apply, however, if the Vice-Chancellor has decided on the withdrawal of the doctoral student's resources in accordance with Chapter 6, Section 30.

Chapter 5, Section 4a A doctoral student whose financing is grant-based does not need to be appointed in accordance with Section 4 if the grant is awarded as part of

1. an aid and capacity building programme in which grants are an accepted form of funding with reasonable terms and conditions and the admitting higher education institution has insight into these terms and conditions and how the grant is paid, or
2. a programme funded by the European Union or other partnerships, in which grants with reasonable terms and conditions comprise an accepted form of funding and where requirements for funding through employment are a barrier to the admitting higher education institution's participation.

Healthcare, student welfare support and study environment

Chapter 1, Section 11c A higher education institution must provide insurance cover through an agreement with the Legal, Financial and Administrative Services Agency for doctoral students whose studies are financed by grants. This insurance must apply for the period when

1. the doctoral student's grant ceases to be paid because of absence from study on the grounds of illness or parental leave, or
2. the doctoral student's studies are extended due to illness or parental leave, without the doctoral student receiving a grant for the extended period of study. This insurance must not provide entitlement to compensation if the third-cycle student is entitled to equivalent compensation through some other insurance cover.

Lund University

External grants may be used as student funding in doctoral education. An external grant is characterised by being a grant awarded directly to the recipient from a funding body other than Lund University.

A doctoral student can be in receipt of a grant throughout the period of study if the grant is awarded as part of:

- 1) an aid and capacity-building programme. This includes programmes that entail capacity-building cooperation according to Sida's definition: "capacity-building is a process whereby people,

groups and organisations develop their ability to identify and deal with challenges that they meet during the development process,”

or

2) a programme funded by the European Union or other formalised doctoral education partnerships between higher education institutions within which doctoral students participate with their home university outside Sweden. A collaboration agreement with Lund is to be in place, and grants are to be an accepted form of funding.

An external grant is not permitted to be associated with demands from the funding body for the doctoral student to perform work duties during their doctoral education. The written agreement between the funding body and the recipient (doctoral student) is to be attached to and submitted with the individual study plan. Other agreements between the recipient of the grant and the funding body are not permitted.

As stipulated in HEO Chapter 1, Section 11c, Lund University takes out insurance through the Legal, Financial and Administrative Services Agency, which covers loss of income in the case of illness or parental leave for doctoral students whose student funding consists of grants.

Before a decision on admission is made, the doctoral student who is to receive the grant must be given written information about the implications of the grant funding such as social conditions, what insurance cover the doctoral student is responsible for taking out themselves, leave, illness and so on. The doctoral student is to confirm in writing that this information has been received.

Before admission, the grant provider must state in writing that there are no unreasonable conditions attached to the grant, such as a requirement to repay if the degree is not obtained or conditions that risk restricting freedom of speech or academic freedom.

6.2.2 *Supplementary grants*

Higher Education Ordinance

Admission to doctoral education

Chapter 7, Section 36, Paragraph 2 For an applicant with funding via a grant, funding under point 1 of the first paragraph is regarded as guaranteed if the grant is equivalent to the pay level for doctoral students regulated by a Swedish collective agreement or standard practice in the profession, after deductions for preliminary tax at source according to the tax table equivalent to the average tax rate for municipalities and regions and which is published annually by Statistics Sweden. If the applicant will alternate time in Sweden and another country, the requirement for the level of the grant only applies to the time the applicant intends to be in Sweden.

Lund University

Additional funding is provided at Lund University in the form of supplementary grants. Supplementary grants may only be awarded to applicants whose doctoral education is to be primarily financed through external grants.

When a faculty admits an applicant to doctoral education with an external grant that is lower than the net entry-level salary after tax for a doctoral student with a doctoral studentship in the relevant subject in doctoral education, the faculty board is to decide on the award of a supplementary grant to the applicant.

The supplementary grant, along with the main external grant, is to be equivalent to the net entry-level salary after tax for a doctoral student with a doctoral studentship in the relevant subject in doctoral

education and is to subsequently follow the salary progression of doctoral students with a doctoral studentship.²

Before a decision on a supplementary grant is made, the funding body whose resources are to be used is to approve that the University allocates these resources to grants. The approval is to be documented in writing.³

Before any decision on supplementary grants is made, the faculty should endeavour to agree a higher grant amount with the funding body.

The supplementary grant is to be paid monthly and may not account for more than 49 per cent of the grant recipient's total monthly grant.⁴

The supplementary grant can be awarded to a doctoral student in receipt of an external grant as their main source of student funding for a maximum of four years of full-time study, with additions as stated in HEO Chapter 1, Section 11c, see 6.2.1. Grants set up for supplementary funding are not subject to calls for application.

Supplementary grants are not awarded to exchange doctoral students or doctoral students who are present at the University for a short time

² Grants that are intended as an alternative to salary or another form of student funding for doctoral students may not be financed using funds from the Government budget. This refers to funding for research and doctoral education and other state funding distributed through a public authority (*Public service agreement for the 2016 budget year regarding higher education institutions*, Financial reporting etc, point 9, Government Decision III:4, 18 December 2015).

³ According to the University's Division of Finances, supplementary grants may only be established using funds from external, non-governmental donors who have approved in writing that the grant may be used for the payment of grants. If this is not specified in the contract, written consent is to be sought from the donor before the grant is established. The donor may not demand any future repayment from the recipient. Written consent is not required if the relationship with the donor has been terminated and Lund University is not obliged to reimburse according to the contract and may freely dispose of any surplus funds. The agency capital that arises upon the termination of the project may be used to fund supplementary grants.

⁴ The supplementary grant may be less than 49 per cent of the total monthly grant but must not be more. The supplementary grant is to provide a top-up and may not form a doctoral student's main source of income.

without having been admitted to a doctoral course or study programme at Lund University.

6.2.3 Student funding in the form of employment by another employer

Lund University

When student funding is to be provided through an employer other than Lund University, a written agreement with the employer is to be entered into, with the aim of securing the student funding until the intended degree is awarded. This means that the other employer is to cover the funding of the doctoral student's salary for the entire duration of the period of study. In accordance with Lund University's *Rules on the Allocation of Decision-Making Powers and the Right to Sign Agreements at Lund University*, such an agreement is to be signed by the dean. This decision-making power can be delegated to the head of department but may not be further sub-delegated. The written agreement between the University and the doctoral student's employer is to be attached and submitted with the individual study plan.

7. Joint courses and study programmes in doctoral education

Higher Education Act

Chapter 1, Section 17 A higher education institution listed in the annex to this Act may award a joint degree together with

1. another higher education institution,
2. an independent course provider entitled to award a qualification pursuant to the Act Concerning Authority to Award Certain Qualifications (1993:792), or
3. a higher education institution outside Sweden that is not a physical individual.

The term joint degree refers to a qualification that may be awarded by the higher education institutions that have jointly organised courses and programmes that can lead to the award of the qualification. These courses and programmes must be offered through the educational cooperation of the institutions referred to in the first paragraph above.

Higher Education Ordinance

Joint degrees

Chapter 6, Section 11a A higher education institution may only participate in educational cooperation under Chapter 1, Section 17, Paragraph 2 of the Higher Education Act (1992:1434) if this cooperation is based on a written agreement.

A higher education institution listed in the annex to the Higher Education Act may enter an agreement of this kind with

1. another higher education institution subject to the Higher Education Act,
2. an independent course provider entitled to award a qualification under the Act Concerning Authority to Award Certain Qualifications (1993:792), or
3. a higher education institution outside Sweden that is not a physical individual.

Section 11b A higher education institution referred to in Section 11a may only enter into an agreement described in that paragraph if the conditions stipulated in paragraphs 2 and 3 are fulfilled.

Through the agreement, the higher education institution must ensure that

1. every component of the study programme is arranged by one of the higher education institutions party to the educational cooperation, and
2. the components of the programme arranged by an institution other than the higher education institution itself must also be based on a scientific or artistic footing and on proven experience, and must be conducted so that the programme achieves a high standard.

The agreement must state

3. the programme component(s) the higher education institution must provide,
4. the programme component(s) another higher education institution must provide,
5. to which higher education institution or institutions that provide programme components an applicant to the programme will be admitted,
6. that the higher education institution may only admit applicants to the programme component provided by the higher education institution,
7. when a student who has been admitted to a programme component by another higher education institution must be considered a student under Section 11c,
8. that a student must be able to transfer credits for a successfully completed programme component at another higher education institution to the programme at the higher education institution without special review,
9. what qualification the programme can lead to at each higher education institution, and
10. other conditions required for the programme to be provided.

11c A student admitted at another higher education institution for a programme component that is subject to an agreement of the kind stipulated in Section 11a must be considered a student who has been admitted to the higher education institution that is party to such an agreement when they study within the framework of the programme at that higher education institution. This only applies if

1. the other higher education institution provides the programme component to which it has admitted the student, and
2. the agreement does not stipulate that the student must also be admitted by the higher education institution.

11d Credits for a component of a programme subject to an agreement of the kind stated in Section 11a and which has been successfully completed by a student at another higher education institution must be transferred to a programme at a higher education institution party to the agreement without special review.

11e A higher education institution referred to in Section 11a may only award a joint degree if

1. the student has completed a programme subject to an agreement under the same paragraph and fulfilled the requirements for the award of a qualification at the higher education institution and at least one other higher education institution that has provided a programme component,
2. each higher education institution awarding a qualification included in the joint degree may confer the degree awarded by the higher education institution,
3. each qualification included in the joint degree and which is awarded by a higher education institution subject to the Higher Education Act (1992:1434) or by an independent course provider refers to the same qualification as that of the higher education institution, and
4. every qualification included in the joint degree and which is awarded by a foreign higher education institution is at the same cycle as that of the higher education institution.

11f When a higher education institution referred to in Section 11a awards a joint degree with another higher education institution, it may use the same certificate for conferral as the other higher education institution

Lund University

A joint doctoral programme is a programme organised by two or more higher education institutions, each of which is responsible for different components of the programme. The programme can lead to a degree that the higher education institutions award jointly, i.e. a joint degree, or to a degree that two or more higher education institutions award separately for a joint programme, i.e. a double or multiple degree.

Collaborations in doctoral education are to be adapted to Lund University's focus and goals for education and research.

Lund University may enter into a collaboration with another higher

education institution on joint doctoral courses and study programmes. A written agreement is to be formulated between the higher education institutions.

For collaborations on programmes that will lead to a *joint* degree, the agreement is to consist of a) a Memorandum of Understanding at higher education institution level and b) a written agreement for each student admitted within the programme collaboration.

For collaborations on programmes that will lead to a *double* (or multiple) degree, the minimum requirement is the establishing of a written agreement for the specific programme collaboration.

A Memorandum of Understanding is to be signed by the University's Vice-Chancellor.

Agreements for individual students are to be signed by the dean.⁵

A doctoral student who has already been admitted at a higher education institution abroad may apply to apply for a joint doctoral programme at Lund University at the latest when the doctoral student has been active for eight months in the doctoral programme at the other higher education institution.

An agreement is to state, in addition to what is outlined in HEO Chapter 6, Section 11b, which general syllabus is to be followed, the

⁵ *Allocation of the Right to Sign Certain Agreements and Applications (STYR 2023/1933)* pages 3-4. Vice-Chancellor's delegation to the university director, deans, heads of departments and the board of the MAX IV laboratory. The Vice-Chancellor is the authorised signatory in the following cases:

"Memorandum of Understanding and Letter of Intent in those cases where it is specified that the agreement is to be signed by the Vice-Chancellor"

"Programme agreements and applications concerning a degree programme that leads to a joint degree"

The dean is the authorised signatory for the faculty concerned in the following cases:

"Memorandum of Understanding and Letter of Intent in those cases where it is specified that the agreement is to be signed by the dean"

"Programme agreements and applications concerning only the faculty."

qualitative targets for the subject in doctoral education, requirements pursuant to HEO Chapter 6, Section 29 on the drawing up and review of the individual study plan, how the programme is to be financed, the division of responsibility to ensure quality in the joint doctoral programme and how failure to comply with the agreement will be dealt with.

Decisions on admission to a joint doctoral programme are made by the faculty board. This decision-making power may be delegated to a body or official at the faculty level, but may not be further sub-delegated.

The applicant's qualifications are to be assessed by a preparatory committee of the same kind, and appointed in the same way, as in regular admissions to doctoral education as stipulated in Chapter 4 of this document on preparation and selection.

Regarding collaborations on programmes involving Lund University that will lead to double, multiple or joint degrees, the doctoral student is to be admitted and registered at both (all) higher education institutions.

8. Work environment

Higher Education Ordinance

Healthcare, student welfare support and study environment

Chapter 1, Section 11 Higher education institutions must be responsible for providing students with access to healthcare, particularly preventive healthcare that aims to support students' physical and mental health. Higher education institutions must also be responsible for other student welfare activities that support students in their studies or help them transition to the labour market, as well as otherwise providing students with a good environment in which to study.

Insurance

Chapter 1, Section 11a A higher education institution must be responsible for ensuring that the students are insured against personal injury. This insurance must cover injuries resulting from accidents or caused by a communicable disease of the kind referred to in Section 5 of the Ordinance concerning Work Injury Insurance and State Personal Injury Insurance (1977:284), provided that the injury has occurred in connection with higher education in Sweden. The insurance must not confer entitlement to any benefit to which the student is eligible under a statute or collective agreement.

Insurance cover must be provided under an agreement drawn up between the Swedish Council for Higher Education, acting on behalf of the higher education institutions, and the Swedish Legal, Financial and Administrative Services Agency. This agreement and any amendments to it must be made subject to Government approval.

Lund University

In accordance with the Work Environment Act (1977:1160), the University has a work environment responsibility for all persons regularly present on the University's premises, which also applies to all doctoral students regardless of student finance.

Doctoral students with doctoral studentships and doctoral students with other funding are to be treated equally and to have equal terms and conditions for their course or study programme. Doctoral students,

regardless of their student finance, have access to the University's Occupational Health Service.

9. Follow-up

The Admission Rules are to be followed up every three years after having entered into force. The aim is for the Admission Rules to be implemented at all faculties and departments so that the current provisions for the admission process and allocation of doctoral studentships are observed. A follow-up report is to be submitted to the Vice-Chancellor by December 2027.

10. Entry into force

Decision

The University Board decides to approve the enclosed *Admission Rules for Doctoral Education at Lund University* (STYR 2024/288) to apply from 1 July 2024 and that these replace the previous *Admission Rules for Doctoral Education at Lund University* (STYR 2021/2700) decided on 14 June 2022.⁶

⁶ Previous admission rules:

Admission Rules for Doctoral Education at Lund University 16 June 2017 (STYR 2017/409)

Admission Rules for Doctoral Education at Lund University 15 June 2013, (LS 2012/719)

Admission Rules for Doctoral Education at Lund University 18 December 2006 (IG 9 6251/2004)