| Name doctoral student | | Personnummer  (yymmdd-xxxx) |
| --- | --- | --- |
| E-mail | Mobile phone number | |

**I have completed following credit-bearing activity within my doctoral education:**

|  |  |  |  |
| --- | --- | --- | --- |
| It is recommended to add up all credit-bearing activities once per year | |  | Filled in by department: |
| Participation in activities during this time period: | |  | ***Number of hp (credits):*** |
| Participation in journal clubs (incl. book clubs or other equivalent activities) 12 occasions = 1,5 hp | |  |  |
| Number of occasions | Description |  |  |
| Participation in seminar series or other research seminars\* 20 occasions = 1,5 hp | |  |  |
| Number of occasions | Description |  |  |
| Participation in workshops and/or symposia 1 week (40h) = 1.5 hp; 1 day (8h) = 0.3 hp | |  |  |
| Total length (days) | Description |  |  |

\* If the seminar required time for preparation: use the box for journal clubs instead

|  |  |  |  |
| --- | --- | --- | --- |
| Participation in international conference including own presentation (1.5 hp / conference) | |  |  |
| Name of conference (incl. year) | Poster presentation  Oral presentation |  |  |
| Name of conference (incl. year) | Poster presentation  Oral presentation |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Visiting research group at another university 1.5 hp / week | | |  |  |
| Total length        days | Visiting dates | Name(s) of university and country |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Teaching in own research field 20 hours teaching = 40 working hours incl preparation time = 1.5 hp | | |  |  |
| Total hours teaching\* | Time period (year/semester  or dates from when to when) | Description |  |  |

\* Do not count preparation time

**Mandatory attachments:** Documentation verifying participation in the above (certificates, participation list, conference abstract, etc)

This form is submitted to the administrator for doctoral education at the KI department of the doctoral student.

|  |  |
| --- | --- |
| **By signing, the study director approves that the number of credits above will be registered in Ladok** | |
| Date | Signature, departmental study director (or digital signature) |

To the Ladok administrator*: It is important that the Ladok instructions* “Individuellt åtagande” *are followed to ensure that the text in the degree certificate will be correct.*