

## Rules for financing/funding concerning studies at doctoral level at Halmstad University

This is a translation of *Regler för finansiering av studier på forskarnivå vid Högskolan i Halmstad (dnr L 2017/163)*.

### General information concerning financing and resource management regarding doctoral students

Studies at doctoral level at Halmstad University are normally financed via employment, either at Halmstad University (primarily via a doctoral studentship) or by another employer (external employment). The financing or funding of doctoral studies can also, in exceptional cases, be via scholarships from external financiers or, if student financing can be guaranteed throughout the entire education period, via a retirement pension. The financing of doctoral studies by other means is not allowed upon admission to a doctoral education at Halmstad University.

In the cases of funding via scholarships or within the framework of external employment, the financial contribution received by the doctoral student shall correspond to the salary paid to a doctoral student at Halmstad University after tax (salaries for doctoral students at Halmstad University are governed by local collective agreement for doctoral students).

Irrespective of which funding source is used, the University must assess whether there are financial possibilities for admission as well as in agreement with the Higher Education Ordinance, assess that the required funding is guaranteed throughout the entire education period, and that the required supervisory resources and acceptable study conditions are fully available. In all cases, the undertaken education must be completed within four years in the case of a licentiate degree and eight years in the case of a doctoral degree.

### Financing via employment at Halmstad University

Studies at doctoral level at Halmstad University are to be primarily financed via a doctoral studentship. Concerning other forms of employment at the University as a basis for the funding of doctoral studies, a financial statement must be drawn up by the relevant dean, stating that time is both allocated and allowed for doctoral education within the

appointment for the proposed doctoral student so that studies can be completed within the scheduled time. Financing via some other employment position at the University (in addition to a doctoral studentship) may be accepted in cases where the applicant is allowed to work on his/her doctoral education for at least 50% of full-time employment. Proof of financing shall be attached to the application for admission to doctoral education.

### **Financing via external employment**

Financing concerning external employment may be accepted in cases where the applicant's employer agrees that work concerning the student's doctoral education accounts for at least 50% of full-time employment. Agreements of financing concerning external employment shall be governed by an agreement between the financing employer and the relevant school. This agreement is to be signed by the school's dean. Any agreement regarding financing in connection with external employment is to be attached to the application for admission to a doctoral education. In cases where a salary from an external employer does not correspond to a salary from a doctoral studentship at Halmstad University, the relevant school shall submit a financial agreement indicating how the remaining funding for doctoral studies will be made. If the financing employer does not follow the agreement regarding funding, the school shall endeavor to find alternative funding for the doctoral student in order to solve the situation and enable the doctoral student to complete his/her education in accordance to the individual study plan.

### **Scholarship Financing**

Funds for doctoral students via scholarships from external financiers shall be applied with restrictiveness and can only be accepted if the scholarships are submitted within the framework of Chapter 5. 4 a § p. 1 or p. 2 of the Higher Education Ordinance.<sup>1</sup> Scholarship funding is solely to provide funding for studies at doctoral level when the legal criteria for scholarship management are met and the relevant school has insight into the necessary policies and regulations concerning the scholarship and how it is disbursed. In the event of any ambiguities, regarding dealings with the scholarship and how it is paid out, the relevant school is required to obtain further information. Financing agreements from the scholarship financier must contain the terms and conditions of the scholarship and the name of the recipient. The University will not accept any form of scholarship funding, which includes

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<sup>1</sup> Chapter 5, section 4a, p.1, p.2 of the Higher Education Ordinance, states which form of scholarship is accepted as study financing. The scholarship needs to be submitted within the following framework.

1. a support and capacity building programme where scholarships constitute the agreed form of financing with reasonable and fair scholarship conditions and that the student's home school/department has an insight into these conditions as well as how the scholarship is to be paid, or
2. a programme financed by the European Union or other partnerships, where scholarships with reasonable and fair conditions constitute a recognised form of financing and where the requirements for finance through employment at the university will be an obstacle for participation of studies.

terms and conditions that may imply that the doctoral student is liable to have to pay back the scholarship. All agreement(s) of scholarship funding must be attached to the application for admission to doctoral education. In cases where a scholarship does not correspond to a salary from a doctoral studentship at Halmstad University, the relevant school will submit a financial agreement indicating how the remaining financing for doctoral studies will be made. Financial agreement(s) from the school are to be attached to the application for admission to an education at doctoral level together with the agreement from the scholarship financier. Furthermore, it must be documented that the relevant research student has been informed in writing concerning the funding and its terms and conditions that apply during his/her educational period.

If the scholarship financier terminates its funding during the doctoral student's undergoing doctoral studies, the school shall endeavor to find alternative funding for the doctoral student in order to solve the situation and enable the doctoral student to complete his/her education in accordance to the individual study plan.

In cases of scholarship funding, the relevant school is responsible that doctoral students have the same possibilities and conditions as other doctoral students in terms of workplace, supervision as well as funds for conference trips, etc. At *Kammarkollegiet* (a legal, financial and administrative services agency), there is an insurance that can be taken for cases where students' scholarships are stopped due to absence from studies due to illness or parental leave. It is important to note that doctoral students funded via scholarships are not covered by collective agreement benefits such as parental pay, sick pay etc. The doctoral student's situation concerning social benefits depends on citizenship, duration in Sweden etc. This needs to be clarified in each individual case so that the student and the University have the correct knowledge. This must be clarified in each case so that the student and the University have knowledge of this. Each relevant academy is responsible for making this clarification. Doctoral students who are financed via scholarships shall be given access to the University's occupational health care.