



MALMÖ HÖGSKOLA

Malmö University/Vice-Chancellor

Peter Jönsson

## DECISION

21/02/2013

Ref. no.

Mahr 68-2013/106

### **Guidelines for extension of period of study for doctoral students due to commissions of trust within Doctoral Student Union Malmö**

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The Higher Education Act and Higher Education Ordinance entitle students to exercise influence over the education by being represented in preparatory and decision-making bodies which are important for the education. Such influence is useful for quality development. It is therefore important to specify what applies for different commissions of trust within a student organisation. The current decision specifies how commissions of trust within Doctoral Student Union Malmö in a uniform way extend the period of study for the doctoral students who have been admitted within the areas where Malmö University has a license to examine in education at third cycle.

In the Higher Education Ordinance (Chap. 6, § 29) in the section on individual study plan it says that the period of study may only be extended if there are special grounds for doing so. For doctoral students with doctoral studentship as study funding form, the Higher Education Ordinance (Chap. 5, § 7) states that the total period of employment may exceed the equivalent of full-time third-cycle for four years if special grounds exist. Commissions of trust within student organisations comprise special grounds. Thus, this means that such commissions of trust are neither included in the thesis nor course part of the education. The period of study can therefore be extended with the following work days which these completed commissions are expected to utilise per year. The number of work days are calculated based on that the operations within Doctoral Student Union Malmö are in a development phase. In order to determine the extension in question about commissions which are not covered by the table or which exceed the proposed number of work days, the relevant faculty should make an assessment in the individual case.

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*Commission; extension number of work days per year*

**Swedish National Union of Students (SFS)**

- Board: 10 work days per year
- doctoral committee: 10 work days per year

**Doctoral Student Union Malmö**

- chairperson: 50 work days per year
- secretary/deputy chair: 50 work days per year
- treasurer: 20 work days per year
- Board/member: 12 work days per year

**Faculty body**

- faculty board: 10 work days per year
- research board: 10 work days per year

**Faculty council**

- chairperson: 20 work days per year
- deputy chair: 8 work days per year
- other members: 6 work days per year

**Shared University councils/bodies**

- University board: remuneration (no extension)
- Research Committee: 6 work days per year
- other shared University commissions: in accordance with agreement

For an individual doctoral student, a commission of trust should not cover more than 20 per cent of full-time.

Commissions in the shared University councils/bodies of Doctoral Student Union Malmö are defrayed by shared University funds. For the rest, the faculty where the doctoral student has been admitted will defray the cost of the extension. For extension of the period of study for doctoral students with other forms of study funding than doctoral studentship, the relevant head of faculty should, as far as possible, also cover these costs of extension in accordance with these guidelines.

A doctoral student who requests extension of the education based on these guidelines should apply for extended period of study in accordance with the procedures which exist at the current faculty. Upon request the doctoral student should be able to certify the submitted information. The decision on extension of the period of study in individual cases should be taken in accordance with the applicable delegation and added to the individual study plan of the doctoral student. Such a decision should, without further examination, form the basis of equivalent extension of the doctoral studentship.

This decision applies retrospectively as of 01/01/2013.