

14 March 2020

*Sven Lidin, Dean*

## Rules regarding extension of programme length and employment as a doctoral student due to student union activities

According to LU's Rules of Procedure, students have the right to be represented in all preparatory and decision-making bodies, with a few exceptions. The vice-chancellor has approved overall guidelines on the extension of doctoral studentships due to duties within student organisations and as an elected student representative at Lund University (STYR 2017/1715). The present decision constitutes a clarification and adaptation of the university-wide guidelines and applies to doctoral students admitted to the Faculty of Science.

For duties at faculty and department level, an extension of 2.5 times the hours spent in meetings is granted. This means that preparation time as well as time for information exchange and coordination within the student union is compensated. One exception is the faculty's Academic Appointments Board, for which the extension is 3 times the hours spent in meetings, due to the particularly extensive material for review that is involved. For substitutes, extensions are granted based on the hours spent in meetings according to the same principle that applies for regular members. There is a list of existing bodies and the approximate scope of the various duties on the faculty website. Regarding duties within student organisations, an extension is granted for participating in bodies at faculty level up to the maximum number of days stated in table 1, whereas duties at a higher level earn extensions according to the corresponding table in the vice-chancellor's decision (STYR 2017/1715).

According to the faculty's rules of procedure and allocation of responsibilities and decision-making powers, decisions on the extension of the programme length and employment for doctoral students are made at department level. To obtain an extension, the doctoral student must verify the scope of their duties and submit an application for an extension to their department. Regarding duties above faculty level, an assessment is to be carried out individually, based on the documentation that the doctoral student has submitted. In accordance with the vice-chancellor's decision, extensions are generally granted for duties at national and international level.

The doctoral student has the right to the extension of employment even though the public defence has taken place and the degree requirements have otherwise been fulfilled.

Table 1. Extension tariff for duties in the Science Doctoral Student Council (NDR).

Duties	Extension Max. number of working days per year
Chair NDR	25
Vice-chair NDR	13
Secretary	8
Other member	6
Nominating committee member	6

The department can request financial compensation from the faculty for the extensions that are approved. This is to be done in accordance with procedures communicated by the faculty. If the department has established bodies in which doctoral students are involved, the costs relating to extensions are paid by the department. (The scope is to be calculated in the same way as other extensions according to these rules.)

**Entry into force and transitional provisions**

This decision enters into force on 1 May 2020 and is to be applied to requests for extensions received after that date. With the entry into force of the present decision, the previous decision STYR 2017/154 (dated 28 March 2017) ceases to apply.

These rules were approved by the dean after a presentation by Tobias Nilsson and consultation with the Presiding Committee.

Sven Lidin  
Dean

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