



Guidelines for what is to be considered a course and what is to be considered an “other programme component”

In addition to the thesis work, credits can be earned in research studies for completed courses and for other programme components. The distinction between what is defined as a course and what is considered an other programme component is not obvious, and it is not possible to issue strict rules on this. However, it is appropriate to establish guidelines within the faculty for what is to be considered a course and what should be seen as an other programme component. It is also essential to establish guidelines on what cannot earn credits in the context of research studies. For both courses and other programme components, the principle is that 1.5 credits correspond to one week's work, and that these elements, together with the thesis work, are to contribute to the attainment of the learning outcomes of the research studies programme.

Courses

A course must have a course syllabus, a course code and a course director. The course syllabus, which is to be drawn up according to the attached template (pursuant to the regulations on third cycle education, LS 2012/718), is to be approved by the research programmes board which will also request a course code from LADOK. The course director is the examiner for the course. However, it is the head of the doctoral student's department who decides whether all or only part of the course credits can be transferred to the research studies programme. (The head of department can delegate this task.)

As a ground rule, educational elements which are clearly delimited (clear course sections, set timetable, etc.) or which recur in the same form with some sort of regularity are to be considered courses.

Courses offered at other higher education institutions are not affected by the University's general regulations. Such courses are to be registered in LADOK precisely as previously.

Other programme components

An “other programme component” has no course syllabus and no code. The assessment is to be executed by an authorised lecturer. It is the head of the doctoral student's department who decides whether the credits from an other programme component are to be transferred to the research studies programme (the head of department can delegate this task).

With regard to activities related to literature, articles and seminars, the basic condition is that credits can only be considered in cases where the subject area is broader than or lies outside the narrow focus of the doctoral student's own thesis project¹. In addition, credits are only to be considered when some form of

feedback, reflection or report has taken place involving one or more senior researchers. Simple independent study, or meetings in which the doctoral student discusses articles or other literature without the leadership of a senior lecturer, are not to earn credits.

Examples of other programme components:

- Introductory paper, midway paper, etc.
- Study visits under the leadership of a senior researcher (not conducted within the framework of a course or as part of the thesis project)
- Visits to other research teams to learn a new technique, for example
- Active participation in conferences, symposia, workshops, etc.
- “Independent study courses”, i.e. when one or several research students study a textbook with some form of assessment by the lecturer in charge, can be considered as “other programme components” if they are organised ad hoc. On the other hand, “independent study courses” which are established as part of the department’s research studies programme should be considered courses.

Initiatives which cannot give rise to credits in research studies:

- Stays at other labs for experiments within the thesis project
- Organisation of meetings and gatherings
- Passive participation in conferences or seminars
- Organising courses or teaching in the first and second cycles².
- Studying literature without a subsequent reflection/seminar with a lecturer.

The signed and formally valid document is in Swedish. This is a translation only.

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1. This means that reading for one’s own thesis is included in the thesis project. Courses and other programme components are to provide basic skills for the thesis project or complement the thesis project with regard to the attainment of the learning outcomes for the research studies programme
2. This also includes activities such as the supervision of degree projects, work related to the examination of degree projects, etc.