



Ladok is the official register of doctoral students. The information registered in Ladok should form the basis of the individual study plan (ISP).

1. Individual study plan - general information

Reason for review	Period of validity	Date of review
Specify the reason for the review Review of the most recent ISP Revision due to changed circumstances, specify the reason	This ISP applies for the period (from - to) -	Enter the planned date for review of this ISP (within 1 year)
Additional comments		

1.1 Doctoral student

Personal data

First and last name	Telephone/mobile number
E-mail	Personal identity number (YYMMDD-XXXX)

2. Review of the most recent ISP

2.1 Any adjustment to the general plan

Thesis

The thesis is planned to be written as a monograph compilation thesis

Thesis working title and a short description (5-10 lines)

Degree of activity

Specify the planned rate of study as a percentage of full-time study (at least 50 % enligt HF)
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Departmental duties

<input type="checkbox"/> Departmental duties. Specify the nature of the departmental duties as well as the scheduling	Specify the planned extent as a percentage of full-time (no more than 20 % in accordance with HF) %
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Plan regarding the requirements of the doctoral student pay scale	New time, if any
Originally planned semester when at least 50 % of the requirements for a doctoral degree are planned to be fulfilled	New planned semester, if any
Originally planned semester when at least 80 % of the requirements for a doctoral degree are planned to be fulfilled	New planned semester, if any

Plan for the public defence of the thesis	
Originally planned semester for the final seminar or equivalent	New planned semester, if any
Originally planned time of public defence (semester - year)	New planned time, if any

Additional comments

2.2 Remaining net study time

To be cross-checked with Ladok and the HR system Primula

Accumulated absence that provides grounds for an extension of the period of study (HF 6:29)

During the period from – to (corresponding to the validity period of the previous ISP)
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Divided into the following causes of absence
<input type="checkbox"/> Sick leave Specify the number of work days <input type="checkbox"/> Care of children (VAB) Specify the number of work days <input type="checkbox"/> Temporary parental leave Specify the number of work days
<input type="checkbox"/> Military service Specify the number of work days

Prolongation of a doctoral grant due to union duties

<input type="checkbox"/> Position of trust in a trade union or student organisation (Approved assignments in accordance with a special appendix)	Approved prolongation, specify the number of days
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Remaining net study time

Funding depleted
<input type="checkbox"/> Yes <input type="checkbox"/> No, fill in the remaining net study time below (cross-check with Ladok)

Additional comments

2.3 Progression of studies

Specify the completed courses, other mandatory elements in the general syllabus (ASP), and intermediate goals in the thesis project (credit-bearing courses/elements can be cross-checked with Ladok).

Name, extent, time of examination/completion

The studies are progressing according to plan <input type="checkbox"/> Yes <input type="checkbox"/> No
If no, comment on what has not been done according to plan (supplement with an appendix if necessary).
Additional comments

2.4 Review of supervision

Supervision has been carried out in accordance with the most recent ISP Yes No
If no, comment on what has not been done according to plan (supplement with an appendix if necessary).

3. Planned content of the doctoral student's studies

This section contain a plan regarding the content of the doctoral studies in terms of courses, other mandatory elements in accordance with the general syllabus (ASP), and what intermediate goals in the thesis project the doctoral student is expected to achieve before the planned public defence.

3.1 Courses

Name, higher education credits, planned semester of completion

3.2 Other mandatory elements

Name, higher education credits, planned semester of completion
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3.3 Thesis project/Licentiate thesis

Intermediate goal, extent, planned semester of completion

4. Supervision

Plan for the period between the date of adoption until the planned review date.

Principal supervisor (titel, name, organisational affiliation)	Doctoral supervision training has been completed Yes - specify year No
Description of responsibilities for the applicable time period (role/responsibilities, means of contact, other planning)	
Supervisor (titel, name, organisational affiliation)	Doctoral supervision training has been completed Yes - specify year No
Description of responsibilities for the applicable time period (role/responsibilities, means of contact, other planning)	
Supervisor (titel, name, organisational affiliation)	Doctoral supervision training has been completed Yes - specify year No
Description of responsibilities for the applicable time period (role/responsibilities, means of contact, other planning)	
Additional comments (if necessary additional supervisor according to above given information)	

5. Additional comments

Any additional comments that do not fit in the other sections of the form can be entered here.

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6. Underskrifter

The doctoral student and all supervisors must sign the individual study plan.

Date	Signature	Name in block letters
Additional comments (supplemented by an appendix if necessary).		

7. Approval

The individual study plan is adopted

Date	Signature of the head of department	
Date	Name in block letters	Decision-making body

8. Appendices

List of all appendices.

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