

Board for Third-Cycle Studies

## Instructions for applying for a doctoral student position

Applications are to be submitted through Lund University's recruitment system. Information on the system is available here:

<https://www.lunduniversity.lu.se/about-university/work-lund-university/applying-position>

### Qualification requirements

The qualification requirements are available in the general syllabus for each subject (section 3.2). All the general syllabi are available here:

<https://www.ht.lu.se/en/education/doctoral-studies/general-syllabi/>

The qualification requirements must be met when the application is submitted. It is not possible to supplement the application with additional qualifications after the application deadline.

### Application

The following are to be attached to the application:

- CV/list of qualifications
- cover letter
- documentation of previous studies
- documentation of language skills
- academic papers/degree projects
- any scholarly publications
- project plan

If you have already been admitted to third-cycle studies, either at Lund University or another higher education institution, you are also to attach documentation, such as a current individual study plan, showing how these studies have progressed.

All the documentation is to be uploaded to the recruitment system in PDF format.

***CV/list of qualifications***

The list is to be written in English unless otherwise specified in the vacancy announcement.

The following qualifications are of interest in our assessment of the application:

- scholarly publications and activities  
for example: articles, reports, presentations
- experience of teaching within higher education
- experience of administrative work within higher education  
for example: membership in decision-making or preparatory bodies, course evaluation work
- other experience of relevance  
for example: editing, peer review work, project management, relevant employment

These qualifications only need to be listed. We may subsequently request appropriate documentation of the qualifications.

***cover letter***

In your justification, specify your reasons for applying to third-cycle studies and how your educational background relates to the third-cycle subject area for which you are applying.

***documentation of previous studies***

Studies in both the first and second cycle are to be documented through degree certificates, Ladok excerpts or similar. The documentation should include a detailed transcript of completed courses and grades.

***documentation of language skills***

All third-cycle subject areas at the Joint Faculties of Humanities and Theology require strong proficiency in English. The general syllabus might specify additional requirements for language skills. Specific language skills may also be required for the research project you are planning to conduct.

The language skills required for the programme you are applying to are to be documented in a relevant manner, unless otherwise specified in the general syllabus.

***degree projects***

Degree projects in the second cycle, i.e. Master's thesis, are always to be attached to the application. Relevant degree projects in the first cycle, i.e. Bachelors's essay, are also to be attached to the application.

Our assessment is facilitated if the submitted degree projects are in Swedish, English or the relevant subject language if you are applying to third-cycle studies in a language subject. If the degree projects were authored in another language we

will accept a translation. If this is not possible, a summary in English can in some cases suffice as the basis for assessment.

### ***any scholarly publications***

If you have published research within the third-cycle subject to which you are applying, this is to be attached to the application.

### ***project plan***

The project plan is to be written in English, unless otherwise specified in the application.

Describe the research project that you would like to conduct during your studies and which could also lead to a doctoral thesis. The project plan is to comprise a maximum of 1,500 words, excluding references, and include the following:

- aim and research questions
- the project's relevance for research within the discipline and society at large
- implementation – description, justification, timetable and, when relevant, reflections on research ethics
- relationship to previous and ongoing research within the relevant research field.

### **Further information**

Additional information is available on the faculties' website, for example:

- information on third-cycle studies at Lund University and the Joint Faculties of Humanities and Theology
- description of the admission process, including timetable
- list of advertised doctoral student position vacancies

If you have any questions, please get in touch with the contact persons stated in the vacancy announcement:

- The faculty secretary can answer questions on the recruitment system, what the application is to contain and the admission process.
- The director of third-cycle studies, head of department or head of subject or project can answer questions about the content of the third-cycle education, the subject's delimitations and current research within the subject.

Note! We will not offer any advice or comments on your research proposal.

Supervisors are assigned after admission only.