Recommended template for applications for promotion to professor
The application must be structured in accordance with the template below and written in English and will be sent electronically to registrar at Umeå University marked Promotion to professor, Faculty of Science and Technology.

1 PERSONAL DETAILS

1.1 Name.
1.2 Personal identity number.
1.3 Present department with email address and telephone number.
1.4 Present appointment with the exact name of subject and date of appointment.
1.5 Previous appointments (State periods of time off).

2 DEGREES AND EVALUATIONS

2.1 Higher education qualifications with year (BA, MA, PhD etc.).
2.2 Docent (associate professor) qualifications with year.
2.3 Previous assessments for professorships. Assessments made during the last five years may be attached to the application.
2.4 Evaluations of own scholarly work by research councils or similar.

3 ACADEMIC QUALIFICATIONS

3.1 Brief description of own research profile (maximum 2 pages, in total maximum 6000 letters).
3.2 Brief description of planned research activities (maximum 2 pages, in total maximum 6000 letters).
3.3 List of publications (with all authors stated in the same order as in the publication).

3.3.1 Peer reviewed publications in international journals/conference proceedings.
3.3.2 Other publications including books/book chapters.
The 10 publications that the applicant wishes to refer to in the first instance are to be attached to the application. Brief explanation of the selection,* stating the author's own role in papers etc. with several authors

* maximum 1 page, 3000 letters

3.4 **Funding situation** Major funding (over 50 000 SEK/year) that has been acquired in capacity as principal or co-applicant (state the name of the principal and other co-applicants) during the last five years.

3.4.1 Research council funding.

3.4.2 EU, foundation funds and other funding.

3.5 **Research policy assignments.**

3.5.1 Member of government research councils or their committees.

3.5.2 Member of other boards or committees that grant funding.

3.5.3 Assessments of other Swedish and foreign research applications (number per year during the last five years).

3.6 **Other academic qualifications**

3.6.1 National and international prizes and honours.

3.6.2 Member of academies etc.

3.6.3 Editorial/advisory board of international journals.

3.6.4 Faculty examiner assignments.

3.6.5 External expert assignments.

3.6.6 Patents.

4 **EDUCATIONAL QUALIFICATIONS**

4.1 *Description of own experience of educational work* (maximum 2 pages, in total maximum 6000 letters).

4.2 *Reflection on own educational work* (maximum 2 pages, in total maximum 6000 letters).
4.3 Teaching at undergraduate/graduate/postgraduate levels

4.3.1 Scope of teaching, giving more detail for the last five years. This section should include not only volume and type of teaching but also responsibilities and active development of courses.

4.4 Development of educational materials. Describe the type and scope.

4.5 Educational development work.

4.6 Teacher training courses (school of education or other teaching courses).

4.7 Educational awards.

4.8 Course evaluations from students.

4.9 Popular science presentations.

4.10 Experience of supervision.

4.10.1 Degree projects. State how many and number of credits.

4.10.2 Licentiate and Doctor’s degrees. State the person’s name, year of admission and year of qualification. State other supervisors if applicable.

4.10.3 Ongoing supervision of doctoral students (state whether in capacity as principal supervisor or assistant supervisor and year of admission).

5 OTHER QUALIFICATIONS

5.1 International activities

5.1.1 Work abroad, including post-doc periods.

5.1.2 Active participation in international conferences from during the last five years. State form of participation: plenary lecture, invitation to lecture, chairmanship, sessions organisation, poster etc.

5.1.3 International undertakings (board work etc. for international organisations).

5.1.4 International collaboration that has resulted in publications.

5.2 Administrative tasks

5.2.1 Experience of managing units (research team, department etc) stating period of time and size of unit.

5.2.2 Member of boards and counsels at university during the last five years (faculty board, department counsel etc.)

5.2.3 Other professional administrative tasks.

5.3 Other assignments of importance
5.4 **External contacts and external activities**

5.4.1 Cooperation with commerce and industry.

5.4.2 Other cooperation with the surrounding community.

5.4.3 Information on research and development.