**Individual study plan, including funding plan and review, for third-cycle programmes at the Faculty of Arts at Umeå University**

**Review of the academic year 20XX/XX and planning for the academic year 20XX/XX**

Individual study plans are reviewed at least once per year. The study and funding plans are completed by the doctoral student and supervisor.

**Doctoral student**

|  |  |
| --- | --- |
| Name | Year of birth |
| Email address | |

|  |
| --- |
| Subject/Preliminary title of thesis |

|  |
| --- |
| Date of admission |
| Type of funding |

|  |
| --- |
| Estimated date for defence of thesis |
| Department/subject |

|  |
| --- |
| Graduate school |

|  |  |
| --- | --- |
| Principal supervisor | Completed course in supervising doctoral students? |

|  |  |
| --- | --- |
| Assistant supervisor | Completed course in supervising doctoral students? |

|  |  |
| --- | --- |
| Assistant supervisor | Completed course in supervising doctoral students? |

|  |
| --- |
| Reference group, composition |

|  |
| --- |
| Ethical review? If yes, state date of approval |

**PART A: REVIEW**

**1) Individual objectives and results for the previous period**

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| --- |
| Please describe progress made regarding thesis work, active participation in seminars, internationalisation, any publications and other results that can be checked off against the previous plan and national and local learning outcomes stated in the general syllabus for the third-cycle programme. |

**2) Results and individual objectives not achieved as planned in the previous period**

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| --- |
| Please comment on any lack of progress in terms of thesis work, active participation in seminars, internationalisation, publications or other objectives stated in the individual study plan for the previous period. |

**3) Evaluation of supervision/reference group (frequency, formats, division of responsibilities)**

|  |
| --- |
| Please comment on how supervision and reference group activities have worked in relation to the previous plan. What has worked well and where is there room for improvement? |

**4) Are the doctoral student’s third-cycle studies progressing in accordance with the individual study and funding plans?**

|  |  |
| --- | --- |
| Yes  No   |  | | --- | |  | |

|  |
| --- |
| If no, explain why and state what measures are planned to rectify the situation. |

**5) Has the individual study plan and/or timetable and funding plan been revised?**

|  |
| --- |
| Yes  No |

|  |
| --- |
| Please comment on any changes to the original timetable and funding plan and describe any consequences. State how much time remains of the doctoral studentship, including prolongation (check this information with the head of department and relevant administrator at the department). |

**6) Course credits reported in Ladok during the previous period**

Please attach an extract from Ladok.

**PART B: PLANNING**

**7) Detailed planning for the forthcoming period, autumn semester 20XX/spring semester 20XX**

|  |
| --- |
| Describe thesis work for the period (give planned dates for the completion of chapters/articles/seminar presentations) and formulate individual intended learning outcomes[[1]](#footnote-1) linked activities in the process: |

|  |
| --- |
| Courses, with individual intended learning outcomes linked to coursework: |

|  |
| --- |
| Other activities connected to third-cycle studies: describe internationalisation, conferences/workshops, participation in seminars, etc. and formulate individual intended learning outcomes linked to each activity: |

|  |
| --- |
| Supervision/reference group (frequency, formats, division of responsibilities and mutual expectations): |

|  |
| --- |
| Total working hours for third-cycle studies (excl. leave of absence and other duties such as teaching or student union work):  Working hours as percentage of a full-time equivalent, autumn semester       Working hours as percentage of a full-time equivalent, spring semester |

**8) Signatures (digital signatures permitted)**

|  |  |  |
| --- | --- | --- |
| Signature (doctoral student) | Print name | Date |
| Signature (principal supervisor) | Print name | Date |
| Signature (assistant supervisor) | Print name | Date |
| Signature (assistant supervisor) | Print name | Date |

Date of approval:

Signature (approved by) Print name

1. As a doctoral student, you bring various skills and objectives into your degree project; your individual intended learning outcomes make it easier to tailor the content of the programme to your needs. Individual intended learning outcomes are based on the national learning outcomes that all doctoral students are expected to have achieved on completing their third-cycle programme, as well as the local objectives formulated for each third-cycle subject (cf. general syllabus). With regard to the planned activities for the period (thesis work, coursework, seminar activities, conference participation, etc.), briefly describe which skills these are intended to hone. Under point 1 (Part A: Review): Please comment briefly on the individual intended learning outcomes achieved (if the activity has been completed) and link these to national and local learning outcomes. [↑](#footnote-ref-1)