Checklist for a certificate regarding a first-time permit for doctoral studies

To suggest changes to this document, contact the Swedish Migration Agency by e-mail at markus.filipsson@migrationsverket.se

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Content of this document:

- This document contains a checklist regarding study certificates issued in connection with applications for first-time permits for doctoral studies.
- The checklist is a description of the information needed by the Swedish Migration Agency for the processing of first-time applications regarding doctoral studies. **Note that a certificate of this type is not equivalent to proof of admission. The certificate is a supplement to the formal admission decision, which should be enclosed along with the application for a residence permit.**
Checklist for certificates regarding a first permit for doctoral studies

A certificate issued for a case concerning a first-time residence permit for doctoral studies should contain the information set out below. Note that a certificate of this type is not equivalent to proof of admission. The certificate is a supplement to the formal admission decision, which should be enclosed along with the application for a residence permit.

- **Title of the certificate**
  For example, "Information to the Swedish Migration Agency regarding admission of a doctoral student".

- **Date of issue of the certificate**

- **Name of the student**
  Including birth date (and personal identity number, case/file number at the Swedish Migration Agency, if available).

- **Information about admission**
  The certificate should state whether the student has been admitted to doctoral studies in Sweden. Guarantee that the student will be admitted at a later date cannot be accepted as proof of admission. Admission must be final, which means that admission subject to certain conditions cannot be accepted. But if there are conditions, they should be stated.

  If the student is not admitted to doctoral studies in Sweden, the applicant may, under certain circumstances, apply for a residence permit for visiting or a residence permit as a guest researcher. For more information, visit www.migrationsverket.se.

- **Information about the course of study**
  Which course/programme, when it will start, when the regular end date for the course is as well as the level of the course/programme. If there is a final date for commencing the course/programme, this should be stated. The certificate should also contain a brief description of the focus on the student's planned research area.

  If the student is going to alternate periods in Sweden and abroad, so-called "sandwich-doctoral student", this should be indicated together with information about which months the student will be in Sweden (see example certificate below). Provide information about the known planned stays in Sweden. Doctoral students can at most receive two-year residence permits, so planning does not need to cover the entire course/programme.
• **Information about the form of funding**
  *If the student will receive a salary, residence grant and/or scholarship, and from when.*
  *Information on what amount the student will receive in monthly payments.*

  *If the student is to finance his studies on his own, this should be stated.*

• **Signature of the person issuing the certificate**
  *Information about the position held by the person issuing the certificate and contact details of the person issuing the certificate.*
Example of a certificate

<Place and date>

To the Swedish Migration Agency - regarding a first-time application for a residence permit for doctoral studies in Sweden

My name is <name>, <position> at <institution>, <university>. I am writing this letter in support of the application by <student name>, <date of birth> for a residence permit for doctoral studies.

On <day-month-year>, <decision maker> has taken the decision to admit <student name> as a doctoral student at <institution> at <university>. The course/programme is scheduled to commence on the <day-month-year>, and will last four to five years, depending on the degree of teaching instruction.

Upon arrival at <university>, <student name> will be employed and will initially receive a salary of <sum> kronor per month. The employment is guaranteed throughout the entire period of study, provided that the studies progress as expected.

{Name>
<Position>
<Contact details>

Appendix

Copy of decision to admit <student name> to doctoral studies at <university>
Example of a certificate - The sandwich model

<Place and date>

To the Swedish Migration Agency - regarding a first-time application for a residence permit for doctoral studies in Sweden with the sandwich model

My name is <name>, <position> at <institution>, <university>. I am writing this letter in support of the application by <student name>, <date of birth> for a residence permit for doctoral studies.

<Student name> is accepted within the SIDA-funded research collaboration with <university> in <country>.

On <day-month-year>, <decision maker> has taken the decision to admit <student name> as a doctoral student at <institution> at <university>. The course/programme is scheduled to commence on the <day-month-year> and will last four to five years.

During the period <day-month-year> to <day-month-year>, <student name> plans to stay in Sweden during these periods in accordance with the current curriculum:

- <day-month-year> - <day-month-year>
- <day-month-year> - <day-month-year>
- <day-month-year> - <day-month-year>

<Student name> will receive a monthly residence allowance during the stays in Sweden in accordance with the certificate of maintenance that the student must attach to their application for a residence permit.

>Name
Position
<Contact details>

Appendix
Copy of decision to admit <student name> to doctoral studies at <university>