

## GUIDE – Granting credits for credit-bearing activities

Credits to be reported using form 16 “Reporting credit-bearing activities”

### General principles:

One week of studies/work = 1.5 hp; One day of studies/work = 0.3 hp

One week corresponds to 40 hours; One day corresponds to 8 hours

General syllabus		Assessment	Comments
“Research seminars, journal clubs etc.” [Obligatory 1.5 hp]	Journal clubs /book clubs /seminars – with preparation time	12 occasions = 1.5 hp (incl. preparation time)	Maximum 6 hp can be included in the credits for Degree
	Research seminars (without preparation)	20 occasions = 1.5 hp	
	Workshops and symposia	Number of hp based on general principles above	
“International conferences with own presentation” [Obligatory 1.5 hp]		1.5 hp / conference (note: “international”, and “own presentation”) See below for examples of eligible and non-eligible conferences	Study start from 2018: max 3 hp Study start before 2018: max 4.5 hp
“Visit to a research group at another University” [Optional]		1.5 hp per week	Max 6 hp can be included in the credits for Degree
“Teaching in own research field for practical pedagogical training” [Optional]		1 hour teaching = 2 hours in total (preparation time) Number of credits based on the general principles above See below for examples of types of teaching	Study start from 2018: max 4.5 hp Study start before 2018: max 3 hp can be included in the credits for Degree

### Note:

What generates credits (hp) is registered in Ladok (preferable not more than the respective maximum hp). All activities that contribute to the learning of the doctoral student, both credit generating and other, can be noted in the Individual study plan (ISP).

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Examples of creditable conferences	Examples of conferences that are not creditable but can still be valuable to attend*
<p>Annual meeting of the European Association for the Study of Diabetes (EASD 2022) – Stockholm, 19–23 September 2022</p> <p>SSI2023 – 49th Annual Meeting and Summer School of the Scandinavian Society of Immunology – Turku, Finland, 4–7 June 2023</p>	<p>Mayo-KI Annual Scientific Research Meetings (either organised in the US or at KI)</p> <p>NIH-KI-UCL Joint Symposia; KI-cancer conference</p> <p>Biomedicum-BioClinicum Young Researchers (BYRS) Symposia</p>

\*: KI-internal conferences do not provide the same opportunities and learning even if there are invited external speakers. Like national conferences, these can instead provide credits in the category seminars, symposia, etc.

It is important not to take part in misleading predatory conferences.

Examples of types of teaching that a doctoral student can participate in during their doctoral education (it is important that doctoral students try to gain experience of types of teaching)	Example of course activity that the doctoral student cannot participate in as a teacher
<p>Laboratory teaching, group exercises, lectures, seminars, lessons*</p> <p>Supervision of a student project or of a BSc or MSc thesis<sup>#</sup></p>	<p>The doctoral student cannot be an examiner.</p>

\*: as certified by the course organizer indicating the contribution of the doctoral student.

<sup>#</sup>: as certified by the supervisor indicating the contribution of the doctoral student.