



# NEWSLETTER FOR ORGANISERS OF DOCTORAL COURSES

December 2022

## Deadlines for courses planned for the autumn of 2023

For the coming semester we are trying something new; two separate deadlines for course syllabi, depending on if it's a freestanding course or a programme course. This to allow extra time for review and establishing of syllabi for freestanding courses that also apply for funding from the Course and Programme Committee (KPK).

The deadlines that apply for courses planned for the autumn semester of 2023 are:

### Syllabi

|                         |                                                                                                                                                |
|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>15 February 2023</b> | Deadline for submitting (for review) a new or revised syllabus in KIWAS for a course that <b>applies for funding via KPK</b> .                 |
| <b>22 February 2023</b> | Deadline for submitting (for review) a new or revised syllabus in KIWAS for a course that <b>applies for funding via doctoral programmes</b> . |
| <b>8 May 2023</b>       | Deadline for submitting (for review) a new or revised syllabus in KIWAS for courses that are planned within the <b>research schools</b> .      |

### Application for funding from KPK

|                                                                                                                                                                                              |                                                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| <b>15 February 2023</b>                                                                                                                                                                      | Deadline for application for funding from KPK (including for so called <a href="#">additional costs in international collaborations</a> ). |
| This only refers to courses that are <u>not</u> part of a doctoral programme or are to be wholly financed in another way, see <a href="#">Applying for funding of freestanding courses</a> . |                                                                                                                                            |

### Course occasions/planned course dates

|                      |                                                                                                                                                                            |
|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>15 March 2023</b> | Deadline for entering a <a href="#">course occasion</a> in KIWAS                                                                                                           |
| <b>29 May 2023</b>   | Deadline for reporting planned course occasions within the <b>research schools</b> for the autumn semester of 2023, according to instructions that will be sent via email. |

[The full list is also available on the web.](#)



## Record number of course applications for spring 2023

We had a record number of applications via the course catalogue for the spring semester of 2023 (VT23), in total 3 130 applications (however not unique *applicants*)! Normally, the total number is around 2 700.

We don't know the reason for this, but one explanation could be the higher number of admitted to doctoral education during the spring semester this year. The fact that the large number of course applications mainly concern the compulsory or generic courses points to that connection.

The number of new doctoral students at KI during the current semester seems to be landing at a normal level, now that we are approaching the end of the year, which means that we may expect normal number of course applications in the next course catalogue.

## Automated mailing of course evaluation reports

The evaluation team at the unit Teaching and Learning (TL) now have activated **automated mailing of course evaluation reports** to the course providers. This means that as soon as the response time has ended, the reports (one full and one short version) are automatically generated by KI Survey and sent to the course director and any contact persons indicated in the course catalogue.

However, to make this work **each recipient needs to have logged in to the system once**. After the first login, a profile is created, which is all that is needed. [Follow the link for login](#), choose Karolinska Institutet, and login with you KI account.

In January, TL will begin piloting the corresponding automated mailing of the short report directly to the **course participants**

**A general reminder about course evaluations:** For evaluation team at TL to be able to submit the course evaluations to your participants, please remember to [send them your participant lists in time](#).



## The resource bank at UHR– *Resursbanken*

The Swedish Council for Higher Education (UHR) has launched the Resource Bank, a web-based service that gathers knowledge about, among other things, pedagogy, distance learning and digitization within the higher education sector.

[Read more about the Resource Bank/Resursbanken](#) (in Swedish).

[Link to the Resource Bank/Resursbanken](#) (content in Swedish or English)

## New chairperson of the Course and Programme Committee appointed

Docent [Anna-Karin Welmer](#), NVS, is appointed as the new chairperson of the Course and programme committee, starting from January 2023. Anna-Karin is, apart from senior lecturer and researcher, also one of our five [pedagogical ambassadors](#).

Anna-Karin succeeds Erika Franzén, who will continue as the deputy-chairperson of the Committee for doctoral education (KFU).

Kind regards,

The [Course and Programme Committee](#) through Anna Gustafsson, Administrative Officer.



*Happy Holidays  
and  
best wishes for the  
New Year!*

Did you miss out on the previous newsletter? You can find past issues of the newsletter on the web:

<https://staff.ki.se/newsletter-for-organisers-of-doctoral-courses>

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