|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | |  | **Application for funding of doctoral education activities**  Application concerns activity to be run in  Spring  Autumn  Year | |
|  | | | |
| Title of the activity: | | | | |
| Dates: | | | | |
| Duration/extent *(hours or days full-time)*: | | | | |
| Location (KI campus/other): | | | | |
| Aims of the activity: | | | | |
| Main content: | | | | |
| [Outcomes for doctoral education](https://staff.ki.se/doctoral-education/outcomes-for-doctoral-education-according-to-the-higher-education-ordinance) relevant to the activity: | | | | |
| Organiser *(e.g., KI department, doctoral education programme):* | | | | |
| Co-organisers *(e.g., other doctoral education programme, KI research center or research network,)*: | | | | |
| Responsible *(name, department)*: | | | | |
| Number of participating KI doctoral students/occasion. Min (≥ 8):       Max | | | | |
| Other target groups for the activity *(e.g., supervisors, postdocs, researchers)*: | | | | |
| Please describe: | | | | |
| 1. How/where the activity will be announced/advertised\* | | | | |
| 1. How the activity will be evaluated (see [Activity evaluation and analysis](https://staff.ki.se/doctoral-education/doctoral-courses/arranging-doctoral-courses-and-activities/activity-evaluation-and-analysis)). | | | | |
| Requested funding:       SEK (INDI included) | | | | |
| My line manager has been informed and approves this activity. | | | | |
| The department’s Head of Administration (AC) to be informed about the upcoming decision:       (name). | | | | |

\**The person responsible for the activity should always advertise it as a calendar event at both the following web portals:*

- [Doctoral programmes](https://staff.ki.se/doctoral-education/doctoral-programmes)

- [Doctoral education](https://staff.ki.se/doctoral-education)

**Contact person**

|  |  |
| --- | --- |
| Name: | |
| Department: | |
| Phone: | E-mail: |

**To be attached**

|  |
| --- |
| 1. **Specified total budget and amount applied for (including any co-financing applied for/granted).** 2. **Preliminary programme of the activity.** |

**Submission of application**

|  |
| --- |
| * If you wish to apply for funding from a doctoral programme, please send completed form, including possible enclosure, to the contact person for the appropriate doctoral programme. * If you wish to apply for funding from the Course and Programme Committee, please send completed form (including possible enclosure) to [doctoralcourses@ki.se](mailto:doctoralcourses@ki.se) |

**For more information, please read more at:**

[Arranging doctoral education activities](https://staff.ki.se/doctoral-education/doctoral-courses/arranging-doctoral-courses-and-activities/arranging-doctoral-education-activities)