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| --- | --- | --- | --- |
|  | Date of receipt | Reg. No (Dnr):       | En 5:3 |
|

# Application for change of supervisor

[ ]  **Informatics** [ ]  **Health Science**

***The form is sent to*** *the relevant Director of PhD studies*

PhD student *(all information is required)*

|  |  |
| --- | --- |
| Personal identity number (yyyymmdd-xxxx)      | PhD student’s Reg. No (**FS 20XX/X** - *is indicated on the admission decision*)      |
| First and surname      | Email address      |
| School (’institution’) and Office (‘avdelning’)      | Head of Division (’avdelningschef’) name and Email address      |

The PhD student hereby applies for a change of supervisor

|  |
| --- |
| Date      |

Registered supervisors *(all information is required)*

|  |  |
| --- | --- |
| Main supervisor (name and email address)      | [ ]  Continued assignment [ ]  Transfers to assistant supervisor[ ]  Ends assignment |
| Assistant supervisor (name and email address)      | [ ]  Continued assignment [ ]  Transfers to main supervisor[ ]  Ends assignment |
| Assistant supervisor (name and email address)      | [ ]  Continued assignment [ ]  Transfers to main supervisor[ ]  Ends assignment |
| Assistant supervisor (name and email address)      | [ ]  Continued assignment [ ]  Transfers to main supervisor[ ]  Ends assignment |

New supervisor(s)1*(all information is required)*

|  |  |
| --- | --- |
| Main supervisor (name and email address)      | [ ]  Supervisor trainingTitle and level of competence        |
| Assistant supervisor (name and email address)      | [ ]  Supervisor trainingTitle and level of competence        |
| Assistant supervisor (name and email address)      | [ ]  Supervisor trainingTitle and level of competence        |
| Assistant supervisor (name and email address)      | [ ]  Supervisor trainingTitle and level of competence        |

1 Read more in *’Guidelines of Supervision and study follow-up in doctoral studies’*

 ***Continued on next page***

**The Director of PhD studies has hereby acknowledged the information**

|  |  |
| --- | --- |
| Date      | Email address      |

DECISION by the Dean

|  |
| --- |
| Date when the change of supervisor takes effect      |
| Date of decision      | Signature |
| Name in block letters      |

The PhD student fills in the form (digitally).

The form is emailed to the relevant Director of PhD studies.

After consultation with the main supervisor and other concerned, the Director of PhD studies submits the form to the Dean, who makes the decision.

The original is subsequently submitted to the Registry Officer for record keeping and dispatch.

*Registrator diarieför handlingarna och expedierar beslutet till följande:*

* *Doktorand*
* *Samtliga berörda handledare*
* *Berörd avdelningschef*
* *Berörd studierektor för utbildning på forskarnivå*
* *phdstudies@his.se* *för registrering av beslutet i Ladok*

|  |  |
| --- | --- |
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