

**APPLICATION FOR
ADMISSION TO
PhD PROGRAMME**

The application form is to be prepared in collaboration with your supervisor. The application is to be sent to the department holding the PhD programme.

1. Personal details

Date of birth Day Mnth Yr			Norwegian ID no.				Department	
Citizen of								
Family name – First given name – Second given name								
Home address				Postcode		Postal address		Phone
Office address during PhD study (Department)							Office phone	
E-mail								
Present employer's name and address								

Enclose the following with the application:

1. Documentary evidence of the educational qualifications on which admission is to be based (i.e. certified diploma and transcripts).
2. A preliminary description of the project, including an academic outline of the project and the planned schedule. (A complete description of the project may be handed in. A complete project description shall be approved by the supervisor and the Department).

Mark for other enclosures with the application:

- Documentation of funding (does not apply for NTNU employment), cf. section 11.
- Descriptions of course(s) with individual syllabus for PhD. cf. section 8.
- Documentation of courses in the required coursework (academic training) from other institutions, cf. section 8.
- Details of any restrictions related to intellectual property rights, to protect the rights of others.
- Description of any legal or ethical issues raised by the project and how these can be resolved. The application must state whether the project is dependent on permission granted by committees on research ethics or other authorities or by individuals (research subjects, patients, parents, etc.). If possible, such permission should be obtained in writing and be attached to the application.
- Other relevant information / documentation, e.g. relevant work experience, references, special needs for academic and material resources, cf. section 4 and section 13. Attachments shall be specified in section 17.

2. PhD-programme *Select the programme that you are applying for*

<input type="checkbox"/> PhD programme in Biology <input type="checkbox"/> PhD programme in Biotechnology <input type="checkbox"/> PhD programme in Biophysics <input type="checkbox"/> PhD programme in Chemistry <input type="checkbox"/> PhD programme in Chemical Engineering <input type="checkbox"/> PhD programme in Materials Science and Engineering <input type="checkbox"/> PhD programme in Physics <input type="checkbox"/> PhD programme in Medical Technology		
Planned defence of thesis/completion of degree:	Month:	Year:

Family name – First given name – Second given name

3. Education

Certified copies of degrees and other certificates shall be enclosed.

Education/degree	Institution	Faculty etc.	Examination year/term	Final grade

4. Work experience

Research related work or other relevant experience after completed Master degree.

Employer	Position	Duration

5. Publications

Complete bibliographic details of publications prior to admission.

Author(s), article title/book title, journal title/ publisher, date of publication, and page number(s)

6. Working title of the thesis

Preliminary project description (1-3 pages) or complete project description (8-12 pages) shall be enclosed. A complete project description shall be approved and signed by the supervisor and the Department.

Title in English

7. Language that the thesis will be written in

If you wish to write in another language than English or Norwegian this has to be approved by the admission body.

English
 Norwegian
 Other

8. Plan for organised academic training

Use a separate sheet if you need to give further descriptions, and complete own form(s) for individually tailored PhD course(s).

Code for course	Course title	Exam period ¹⁾	Course level ²⁾	Form of assessment ³⁾	Credits	Grade ⁴⁾
MN8000	Doing Science: Methods, Ethics and Dissemination		PhD		7,5	

Individual study syllabus/project subject

Enclose complete documentation for each course, i.e. person professionally in charge of the course, scope, course level, learning objectives, curriculum and form of assessment.

Code for course	Course title	Exam period ¹⁾	Course level ²⁾	Form of assessment ³⁾	Credits	Grade ⁴⁾

External courses

Enclose complete documentation for each course, i.e. person professionally in charge of the course, scope, course level, learning objectives, curriculum and form of assessment. Include complete name of the institution arranging the course and include code for course.

Code for course	Course title	Exam period ¹⁾	Course level ²⁾	Form of assessment ³⁾	Credits	Grade ⁴⁾
Code for course	Norwegian					
	English					
	Institution					
Code for course	Norwegian					
	English					
	Institution					
Code for course	Norwegian					
	English					
	Institution					

Total

Total number of credits in organised academic training

(minimum 30 credits unless the PhD programme have special requirements)

Total number of PhD credits in organised academic training

(minimum 20 credits of the total amount of credits)

- 1) Exam period shall be defined by academic year and include the semester for exam, i.e. **S** for spring and **A** for autumn.
- 2) Course level is indicated by **PHD** for courses at doctoral degree level, and **MSC** for courses at master level.
- 3) Form of assessment: exam oral or written,
- 4) Grades shall be stated and documented for completed exams.

Family name – First given name – Second given name

13. State the required scientific and material resources

Ordinary office equipment and computer does not need to be specified. The following elements shall be specified: (i) candidates without funding support, e.g. candidates with homeland grant or own funding, (ii) laboratory facilities, costs of field surveys etc., (iii) expenses for travel/study abroad. Specify to which extent the specified resources are funded by the partner (s). Needs that are not specified cannot be expected to be covered.

14. Scientific dissemination plan

State your plans for scientific and academic publication, presentations, lectures, participation at conferences and seminars etc. The following shall be stated specifically: (i) the scheduled date (month/semester) for submission of first publication, (ii) the main publication channel(s) within the field of research.

15. Plan for meeting residency requirements

Describe how you will meet the residency requirements. Candidates with an external workplace must specify period(s) to reside at NTNU, cf. section 6.3 in the PhD Regulations for NTNU.

16. Explain how you will participate with active research groups in Norway and internationally

Explain the following subquestions: (i) **Academics at NTNU**: state the name of the research group associated with your project work and project (if applicable), and in which internal fora the work will be presented and discussed. Specify whether the work is part of a strategic initiative and/or center formation. (ii) **National/international cooperation**: indicate any Norwegian/international cooperation related to your doctoral work; (iii) **Study abroad**: indicate plans for studying abroad as precisely as possible. If a stay abroad is not planned for, please explain why. Specify whether there is funding available for the additional costs related to a study abroad.

17. List of enclosures

Signature

Place

Date

Applicant's signature

18. Statement from main supervisor

Evaluate the potential starting point for the doctoral work, part of a joint work, progress plan, and resources available for the project, etc. Please consider the candidate's planned residency requirements (section 15) in regards to adequate academic training and guidance, and the candidate's contribution to an integrated research activity at the Department. Describe how the applicant is/will be introduced to the department (in accordance to the common standard of quality in doctoral education at NTNU).

Date

Signature of main supervisor

19. Assessment and recommendation by the Department

Are the conditions for admission met?

Is the candidate's funding adequate to grant admission?

Is the project feasible given the available resources within the prescribed time?

Recommendation by the Department

- Admission
- Not to be admitted

Reasons (optional):

Date

Signature

.....

.....

Head of the Department