

**(Degree Administrators notes)**

Arrival: 201\_\_ - \_\_\_\_ - \_\_\_\_

Degree Office, 12.04.2013



**Mittuniversitetet**  
MID SWEDEN UNIVERSITY

**APPLICATION FOR DEGREE CERTIFICATE**  
- postgraduate studies

**Personal details and address**

Family name	Given name	Date of birth
Address (to which the certificate is to be sent) <i>Street and number/Post box:</i>		
<i>Post code and Village/Town/Region:</i>		
<i>Country:</i>		
E-mail address	Telephone number	

**The application concerns**

- Ekonomie licentiatexamen (Degree of Licenciate\*)*
- Filosofie licentiatexamen (Degree of Licenciate \*)*
- Teknologie licentiatexamen (Degree of Licenciate \*)*
- Ekonomie doktorsexamen (Degree of Doctor of Philosophy\*)*
- Filosofie doktorsexamen (Degree of Doctor of Philosophy\*)*
- Teknologie doktorsexamen (Degree of Doctor of Philosophy\*)*

The prefixes *Ekonomie*, *Filosofie*, *Teknologie* are determined by previous undergraduate studies. They are not translated.

\* This is an English translation of the Swedish degree title.

Subject: \_\_\_\_\_

- ✓ The Degree of Doctor of Philosophy may only contain exactly 240 credits. If your courses and thesis together exceed that amount you have to inform what courses should not be included in the degree. You can ask for course certificates of these courses at the concerned department.

\_\_\_\_\_  
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- ✓ Other information

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**The application continues on next page →**

**Degree Administrators notes**

Degree Code	Additions	Ping
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## Documents to be enclosed

### Information from Ladok (Student datasystem)

The degree certificates at Mid Sweden University are bilingual, that means that the information is written in both Swedish and English. You yourself are responsible that all information is accessible in Ladok.

Check that everything is reported correctly and that the text, especially in English, is exactly rendered – in other case contact concerned department. With your application you shall enclose a transcript called "UT90" from Ladok, which you receive from the department secretary. In addition to the above shall also this information be given in UT90:

- ✓ That you are admitted to the correct research subject.
- ✓ The sentence "Alla kurser klara för Licentiatexamen" alternative "Alla kurser klara för Doktorsexamen".
- ✓ The sentence "Licentiatseminarium har ägt rum yyyy-mm-dd med godkänt resultat" alternative "Disputation har ägt rum yyyy-mm-dd med godkänt resultat".
- ✓ The sentence "Avhandlingens poängomfattning: xx hp".
- ✓ That all finished postgraduate courses must be reported with both the Swedish name and English translation.

### Copy of birth certificate, driving licence or passport

#### Undergraduate degree

Copy of the degree providing eligibility to the postgraduate studies.

#### Copy of front-page

The title of your thesis appears on the Degree Certificate. Enclose a copy of the front-page of the thesis. The title and your name must be printed clearly. If you want the title to appear in both Swedish and English you have to handle the translation yourself.

#### Application of the public defense of doctoral thesis

Copy of the "Application - Public defense of Doctoral Thesis" - only if you want the prefix "Ekonomie".

## Information/contact

The turnaround time is one month from the day the Degree Office received the complete application form. Further information is found on [www.miun.se/degree](http://www.miun.se/degree) or by contacting the Degree Office by e-mail: [examen@miun.se](mailto:examen@miun.se)

## Signature

Date	Applicant's signature
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## Send the application to

Mittuniversitetet  
Examensheten  
831 25 Östersund  
SWEDEN

**Do not forget to enclose the demanded documents and to sign your application.  
Mid Sweden University do not buy out letters that do not have enough stamps.  
We do not accept applications by e-mail.**