

## Supplementary provisions for the award of mobility grants for PhD students by the Faculty of Bioscience, Fisheries and Economics (BFE)

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| Supplementary provisions are stated by the Research Committee at BFE                                                     |                                                                                  | Date: 24 June 2021<br>Archiveref. 2020/1121 |
| There supplementary provisions are built upon UiT's guidelines for research stays abroad as stated in the decision below |                                                                                  |                                             |
| Determined by the headmaster by authorization from the university board                                                  |                                                                                  | Date 26.8.2019                              |
| Responsible unit                                                                                                         | Research, education and communication section (FUF, by its acronym in Norwegian) | Archiveref. 2019/1141-7                     |
| Replaces                                                                                                                 | Guidelines for award of scholarships for research stays abroad for PhD students  | Archiveref. 2006/3940-15, cf. 2014/5752     |

*This is a translation. The Norwegian version has official status.*

### 1. About the support scheme

(1) The faculty awards scholarships for stays abroad to its PhD students. Generally, the stay should last between two and six months. The faculty may exceptionally expand the scholarship to up to two months. Scholarship for only one stay is granted during the PhD study.

(2) The scholarship covers costs related to establishment during the research stay abroad. UiT follows the rates stated by the Research Council of Norway (NFR). Tax may be deducted from if there is surplus. In addition, you can apply for coverage of travel expenses using to the cheapest mode of travel. Travelling home during the stay is not covered by the scholarship.

#### Supplementary provisions by BFE-fak

The rates from NFR are, from 2021 onwards:

- 20 000 NOK per month for a single person
- 36 000 NOK per month for a family

BFE follows also NFR's principle for whether the single person or the family rate should be applied  
*Family is defined as a PhD student with a spouse, «samboer» or registered partner, and children, if any. «Samboer» is a person that the PhD student lives with under a marriage-like relation, or with whom the PhD student has a common domicile.*

When applying for the family rate the applicant must explain why. BFE-fak requests that the family rate is applied for only if the applicant has children that are also going, or there are other reasons that hinder the stay if the partner is not funded. For short stays abroad, around 2-3 months, the faculty requests the application to include a special assessment of the need to bring the family to the stay.

BFE-fak will fund a maximum of 6 months mobility grant with family rate.

### 2. Who can apply?

(1) PhD students in these groups can get a scholarship, in priority order:

1. PhD students employed at UiT.
2. PhD students at UiT funded by organizations that don't support stays abroad.

(2) The scheme does not apply to students funded by NFR or other external funding organizations where support for stays abroad is included.

(3) If several applicants satisfy the requirements for a scholarship, and the total amount is greater than the funds allocated for this, applicants will be ranked according to an overall assessment following the criteria under point 3 below.

### **3. Criterion for awarding of scholarships / ranking of applicants**

(1) As a general rule, the stay shall be taken in the middle of the study plan, that is during the second or third year for students of a four-year program, second year for students of a three-year program. Exceptions can be made if there are good academic reasons to have an earlier or later stay.

(2) The stay must be relevant for the doctoral project. The faculty can determine its own criteria regarding the academic purpose of the stay.

(3) The following criteria will be emphasised:

- Supervisor's academic assessment of how important the stay abroad will be for the implementation of the doctoral degree
- Supervisor's assessment of how the progress of the study fits in with a stay abroad
- Content of the plans for collaboration with the host institution

(4) The applicant must have a good study progression. The faculty can set as a condition that they have delivered the progress report, completed the mid-term evaluation or something equivalent.

#### **Supplementary provisions by BFE-fak**

BFE considers that the stay abroad should be used first and foremost to support the research aspect of the degree. Some of the objectives could be learning and working with new methods, learning different ways of data analysis, collaborating with other researchers at the host institution, and building a network of relations with future collaboration partners. Even though the stay is mainly considered a research stay, that does not impede the applicant from having a plan to take relevant courses at the other university, as part of the instructional component of the doctoral degree. However, in those cases the applicant needs to justify such a plan and explain why the stay prioritizes work in the instructional component.

It is an absolute demand that the PhD student has written at least one manuscript to be part of the PhD thesis. The manuscript does not need be published, but it must have been submitted for evaluation in a scientific journal. If the applicant has not submitted a manuscript, it should be explained explicitly how the stay will support the progress of the doctoral work. The same applies for PhD students that write their thesis as a monograph.

If the stay cannot be carried out as originally planned, he / she may apply to get the stay postponed. A condition for getting the stay postponed is that the research community at the department supports it.

### **4. The following must be documented in the application**

(1) *Objective of the stay abroad and relevance for the doctoral project*

There must be a clear academic reason for the stay, and a plan for how it will fit in the work with the PhD project. The application must also include a schedule for the stay.

(2) *Budget and funding plan*

The application must include a budget for the travel and stay, duration (how many months), and whether the family will part of it or not. It must be clear whether the applicant has applied for support from external funding institutions and/or whether it is appropriate to use annuum money for the stay.

(3) *Recommendation from the supervisor*

The supervisor must give an academic assessment of the benefit the stay will give to the doctoral project. The applicant's progression will be considered in relation to the desired stay abroad. It must

be stated what relevance the stay has for the project, and why the host institution / the research group have been chosen.

(4) *Invitation from the foreign educational institution / research group.*

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(5) *Copy of manuscript(s) sent to evaluation to a scientific magazine*

**5. Report**

(1) After the stay abroad is completed, the student must deliver a report of 1-2 sides to the faculty. The report must inform about the academic benefit of the stay. Additionally, it must refer to any future collaboration with the host institution. The faculty establishes the deadline and routines for delivering the report.

**6. Right of appeal**

In case of refusal, the applicant can appeal to the University's Complaints Board after the rules in the Public Administration Act § 28 and the following. The complaint must be sent to the faculty.