



AALBORG UNIVERSITET

Fakultetskontoret for Humaniora og
Samfundsvidenskab

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Sagsbehandler: Ph.d. ADM SAMF

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Activities for PhD students at the Doctoral School of Social Sciences that give ECTS credits

Course requirements of the PhD Order

As part of the PhD programme, the PhD student must complete PhD courses or other similar educational elements with a total extent equalling approximately 30 ECTS credits.¹

The course requirements can only be fulfilled by participation in activities at PhD level.

A full-time equivalent equals 60 ECTS credits, which corresponds to approximately 1650 working hours annually. One ECTS credit therefore corresponds to a work effort of 27-28 hours.

By application for enrolment as a PhD student one can, cf. the PhD Order section 7(3), apply for credit transfer from previously obtained relevant qualifications, including course activities at PhD level. In that connection, it is important to emphasise that credit transfer of any kind entails shortening of the study period corresponding to the period from which the credit transfer has been obtained. Activities that give ECTS credits, which are prior to the beginning of the enrolment period therefore *cannot* be merited after the PhD programme has started.

Weighting of ECTS credits

At the Doctoral School of Social Sciences, a *minimum of 20 ECTS credits must be allocated to subject specific course activities*. Conference participation is considered a subject specific activity but *there should not be allocated more than 8 ECTS credits for conference participation*. It is advised that conference participation only gives ECTS credits if the PhD student participates with a contribution that has been approved for presentation at the conference and therefore is part of the official programme (in the form of a poster, an article or similar). For conference participation the following applies:

Conference with duration of 1-3 days, with contribution: 1 ECTS credit

Conference with duration of 4-5 days, with contribution: 2 ECTS credits

Mandatory courses

It is mandatory for a PhD student at AAU to participate in a course on Responsible Conduct of Research. On a regular basis, AAU offers the course '*Applying the Danish Code of Conduct for Research Integrity to your Research*', which gives 1 ECTS credit. In certain cases, the course can be substituted with other relevant courses on Responsible Conduct of Research.

It is mandatory for PhD students with compulsory education at AAU to participate in the *Introductory course for university lecturers* at AAU Learning Lab. The course entails 2 ECTS credits.

PhD students who have participated in the mandatory courses prior to enrolment are exempt for participation. Documentation of participation must therefore be submitted for approval with the proximate progress report, cf. the procedure mentioned below.

¹ The PhD Order section 2(3), (2).

It is mandatory for PhD-students to complete a 1.5 ECTS Problem-Based Learning (PBL) course. This course is not included in the 30 ECTS educational elements. This is an elaboration of the previous rules and becomes effective for PhD-students enrolled as of August 1, 2018.

Approval of ECTS credits

ECTS credits for completed course activities in the PhD programme is approved by submitting the course certificate or other documentation with the proximate progress report.

In the cases where ECTS credits of an activity have not been assessed in advance, including conference participation, a professional estimate is made in cooperation with the supervisor. The suggested number of ECTS credits must be written in the proximate progress report and documentation for participation is attached. ECTS credits for the activity in question are thus approved with the PhD student's progress report.