Employment as a Doctoral student in *research subject* at *organisational unit* with registration number PA *20XX/XXXX*

STATEMENT

DOCTORAL STUDENT

Date:  
Reg. no PA 20XX/XXXX

The position as a Doctoral student in *Subject* has been advertised (in accordance with current regulations) and the deadline for applications was *Date*. The position received *XX* applicants of whom *XX* were women and *XX* men.

The recruitment group consisted of *Name (title), Name (title)* and

*Name* (student representative/doctoral student).

The issue of conflict of interest has been addressed.

**Job specification**

For admission requirements and grounds for assessment, see the job specification for the position.

**Selection**

*Description of the selection process and the methods for selection applied.*

*E.g. On the basis of the approved job specification, the following applicants were summoned to an initial interview:*

*Name (on the grounds of which qualifications)*

*Those who went on to the second round of interviews were:*

*Name (on the grounds of which qualifications)*

*Tests?*

*Work samples?*

*Reference checking?*

**Assessment**

The overall assessment is that *Name* is the applicant that best corresponds to the job specification and meets the general admission requirements and the specific admission requirements for *research subject.   
Justification, based on how well the applicant’s qualifications correspond to the job specification.*

*NB. If there are several possible applicants, they may be ranked (with justification).*

*Name (personal identity number)* is proposed for admission to research studies *Day Month Year – Day Month Year* and is proposed tobe employed (pursuant to Chapter 5 Section 7 of the Higher Education Ordinance) *for the period from Day Month Year to Day Month Year.* The employment contract can thereafter be renewed for a maximum of two years at a time.

For *organisation unit,*

*Name Name*

Head of department Recruiting manager