



## UMEÅ UNIVERSITY

# Attachments to your application

All attachments should be in English except for the PUT-documents. *Certificate from your supervisor/Intyg från din handledare* may be in Swedish or English. You also need to submit the application form.

### 1. Project description in English

This is the main part of your application. The project description can consist of no more than five A4-pages and must include:

- Background, theory, objective and method.
- A reflection of your choice of subject and the subject's connection to the Global Goals 2030, the development problem, and how the study may be beneficial to the host country.
- Timeline including preparatory work.
- Implementation on site and expected outcome.
- Alternative plan and arrangement (what happens if your original plan need to be changed?).
- Citation (does not have to be part of the five A4-pages).

### 2. A preliminary budget of costs that should be covered by the scholarship, for example

- Roundtrip to the host country according to the cheapest alternative.
- Travel to and from the preparatory course.
- Vaccinations and eventual medical examination.
- Any necessary trips within the country or region.
- Any costs for equipment.
- Costs for printing the thesis (no more than 10 copies).
- Part of living expenses (50 % of the subsistence abroad). On the Swedish Tax agency's website you find tables of subsistence abroad, established in 2018: [skatteverket.se](http://skatteverket.se) (in Swedish)



## UMEÅ UNIVERSITY

### 3. Certificates

- Certificate from your supervisor at Umeå University. See “Certificate from supervisor at Umeå University”
- Document from the contact person in the field (for example an e-mail conversation, fax, formal invitation) where it is stated what the contact person can help with and whether he or she is linked to an institution or organisation.
- Passport copy or birth certificate where your citizenship is stated.
- Registration Certificate from Ladok (the university’s study administrative system)

### 4. CV

### 5. PUT-documents (only if you **do not** have Swedish citizenship)

Certificate of permanent residency

If you are a citizen in another Nordic country: A certificate from the Swedish Tax Agency proving that you have been registered in the Swedish Population Registry for 12 months.

### 6. Cover letter, 1–2 A4 pages

A cover letter where you introduce yourself and express why you want to do Minor Field Studies. For example, describe your personal suitability, your motivation, your ability to do a field study in the country of your choice, previous experience and contacts with low and middle income countries. Indicate what you want to achieve on a personal level with regard to your study.