



UMEÅ UNIVERSITY

Attachments to your application

All attachments should be in English except for the *Certificate from your supervisor/ Intyg från din handledare* that 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.
- Reflection on your choice of topic and its connection to one or more of Sweden's strategies for development cooperation. You need to specify which country or regional strategy the topic is linked to and which goal within the thematic area the project addresses.
- 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.
- 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 (in Swedish)



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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. If you are not a Swedish citizen you would need to attach a certificate from the Swedish Tax Agency proving that you have been registered in the Swedish Population Registry for 12 months.
- Registration Certificate from Ladok (the university’s study administrative system)

4. CV

5. 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.