

# Assessment procedure for promotion to professor

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<b>Responsible administrative unit</b>	Office of Science
<b>Responsible administrator</b>	Daria Zheltukhina

**Description:**

Procedure regarding application for promotion to professor at the Faculty of Science.

## Assessment procedure for promotion to professor

This procedure is adopted by the Board of Science (delegated decision) and is valid from August 13, 2021.

## Application for promotion from associate professor to professor

### Introduction

An associate professor<sup>1</sup> who is employed until further notice at Stockholm University shall be promoted to professor after application if he or she has qualification for the promotion according to the document *Rules of Employment for the Recruitment and Promotion of Teachers at Stockholm University (AOSU)* and has been deemed suitable based on the following criteria:

Research skills at the professor level shall have been demonstrated through independent research efforts, which in quality and quantity significantly exceed the requirements for appointment as an associate professor. Planning and management of research shall also be considered.

Teaching skills at the professor level shall have been demonstrated through teaching in the first and second cycle, as well as in the third cycle. These skills should be well documented in a manner that makes it possible to assess the quality of the teaching activities. The applicant should have completed courses in teaching and learning in higher education worth at least 15 credits or acquired the corresponding qualifications in other ways.

The subject area is not normally changed in connection with promotion.

The applicant shall also have been deemed suitable based on the specific assessment criteria for appointment as, and promotion to, associate professor and professor as decided by the

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<sup>1</sup> Associate professor, in Swedish *universitetslektor*; tenured position approximately equivalent to Senior Lecturer (UK) or Associate Professor (US).

Board of Science and found at <https://www.science.su.se/english/rules-regulations/guidelines-for-employment-recruitment-1.67131>.

These criteria state, among other things, that the applicant should have been the de facto principal supervisor for at least two doctoral students who earned their PhD. Applicants are strongly recommended to read and consider the full list of criteria for promotion before applying.

### **Application process**

The application for promotion to professor shall be formulated according to the Stockholm University template for appointment and promotion found on the page How to apply for a position and the link [Teaching positions – important documents for applicants](#)

The application should be sent electronically to the registrar at Stockholm University.

For appointment of external experts, the following applies:

1. Two external experts shall normally be appointed for the review of the application. Both genders shall be represented unless extraordinary grounds exist. Both external experts shall normally be professors.
2. The head of department provides a proposal of five prospective external experts (without asking them). If the head of the department has conflict of interest towards the applicant, the matter shall be handled by the deputy head of the department or another substitute who does not have a conflict of interest. Proposals can also be made by the Promotion Board.
3. The proposal is reviewed by the Head of the Promotion Board and the Section Dean.
4. The Head of the Promotion Board, in consultation with the Section Dean and Vice Head of the Promotion Board, decides on the order in which the prospective external experts shall be asked.
5. The head of department asks the prospective external experts whether they are willing to take on the task, whether they have possible conflicts of interest and upon that submits a final proposal to the Office of Science.
6. In accordance with the delegation policy of the Faculty of Science, external experts are appointed by the Head of the Promotion Board.

Once the external experts' reports have been received, the Faculty of Science Promotion Board prepares the case in accordance with the delegation policy of the Faculty of Science. At a Promotion Board meeting, the applicant presents his or her research and research plans and is interviewed by the Promotion Board unless this is clearly unnecessary.

The Promotion Board recommends the Board of Science (delegated decision to the Dean) to propose to the President to decide that the applicant shall be promoted or not promoted to professor. The applicant cannot appeal the President's decision.

**Disclaimer:**

In case of discrepancy between the Swedish original and the English translation of this document, the Swedish version takes precedence.



## **Application for promotion from researcher to professor**

A researcher who has been granted or will be granted a Wallenberg Academy Fellowship can be promoted to professor in accordance with the applicable regulations for promotion from associate professor to professor (see above). The President can also grant the opportunity of promotion in cases deemed to be of a corresponding nature if special reasons exist.

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