

Office of the President

## Notification of non-completion of third-cycle studies

*To be filled in by the doctoral student and sent to the department*

Family name and given name	Personal identity number
Home adress	Phone incl area code
Postal code and City	Email

### Admitted to third-cycle studies in

Subject area/specialization	Department
-----------------------------	------------

### I hereby terminate my third-cycle studies

<input type="checkbox"/> I hereby terminate my third-cycle studies and therefore ask to be deregistered in the Ladok system. I am aware that, in order to resume my doctoral studies I must once again apply in competition.
---

### Signature

Signature PhD student	City and date
Name in block letters	

### Signature Head of Department or equivalent

Signature	City and date
Name in block letters and professional title	



### **Handling of matters concerning non-completion of third-cycle studies**

The Head of Department or equivalent person is responsible for ensuring that the request has been submitted voluntarily and on the doctoral student's own initiative, with full knowledge of the meaning of non-completion of studies at the third-cycle level (see Regulations for education and summative assessment at third-cycle level, "Notification of permanent non-completion", Governing Document – Rules and Regulations). If the Head of Department or equivalent person perceives the slightest doubt or ambiguity, the university lawyers at the Office of the President's must always be contacted to provide support in the matter. If the Head of Department or equivalent person can ensure that the conditions are as above, the permanent non-completion can be registered in Ladok and the form recorded. The date of non-completion registered in the Ladok system is the date when Stockholm University received the notification. The department or the equivalent concerned, is responsible for registering the notification (Event No).

A copy of the complete signed notification is sent to whom it may concern (at department and faculty) for information.

A doctoral student who is also going to resign from doctoral studentship, must use the relevant form at [Medarbetarwebben](#).