

eISP— Information that must be provided at SCI (Revised September 2025)

The eISP contains 10 tabs and is developed to meet the needs for a number of different Swedish universities, not all the information asked for applies to PhD-students at the SCI school. To expedite the process of establishing an eISP, the **fields listed below marked in yellow must be addressed at SCI** in order for an eISP to be approved by the director of graduate studies (FA) at SCI. All other fields are optional. Note that some of the information in an eISP is imported from LADOK, another database, as indicated below.

1. Basic information

Doctoral Student

[Name] [Civic registration number] *by LADOK*

[Phone number] [E-mail] [Home address]

Organization

[Faculty] [School] *by LADOK*

[Specialisation – if applicable*] [Department/Division/Unit]

Education

[Subject] [Admission] [Date of commencement of studies] *by LADOK*

[Doctoral program] [Intending to obtain Licentiate degree] [Intending to obtain doctoral degree]

(* See the relevant study plans for information concerning specializations)

2. Degree of activity and Funding

2.1 Time plan

=> It is important that the activity is correctly given, especially for students involved in teaching!

[Study period used (%)] *by LADOK*

[Planned degree of activity (by Supervisor)] – at least one year ahead.

[Work achieved so far % (by Supervisor)] – Must be updated and indicate actual amount of work achieved (Forms the basis for salary)

2.2 Fundings (by Supervisor)

[Form of funding] *by LADOK*

2.3 Departmental duties – if applicable

Note that $2.1 + 2.3 \leq 100\%$, e.g. could be less for an industrial PhD student involved in teaching.

2.5 Available fixed resources (by Supervisor) – Optional

3. Courses and conferences

Note that the level of a course must be given and that the courses fulfil the requirements stated in the current subject study plan.

3.1 Planned courses – if applicable

Split up in [Compulsory courses] (if applicable) and in [Elective courses]

Planned courses should cover the coming 12 months.

Note! Planned courses that has been completed, must be removed when listed under 3.2 and 3.2.1

3.2 Completed courses – provided by LADOK

3.2.1 Credited courses – provided by LADOK

3.3 Planned and completed participation at conferences – Optional (might be of interest for the student)

3.4 Planned and completed activities, including international participation

Included to gather necessary information for statistical purposes at KTH.

Not necessary for establishing the first eISP.

Note! If not filled in, it will be assumed that no international participation has occurred.

3.5 Planned and completed seminars – Optional (might be of interest for the student)

4. Supervision and examination

4.1 Principal supervisor (by supervisor)

[Name] [School] [E-mail] [Completed formal training in supervision/equivalent yes/no; Docent Yes or Professor must be indicated]

[Forms of supervision/Plan for supervision]

4.2 Assistant supervisor (by supervisor)

Note: An assistant supervisor must only be added if they have been appointed through a formal decision. A formal decision means that the assistant supervisor has been appointed either as part of the doctoral student's admission decision or through an approved [application for a new supervisor](#). The SCI School allows retroactive additions or changes of supervisors for a maximum of six months. Retroactive supervision can therefore only be approved within this time period.

[Name] [School] [E-mail] [Completed formal training in supervision/equivalent yes/no]

[Forms of supervision/Plan for supervision]

4.3 Programme director

[Name] [School] [E-mail]

5. Thesis

5.1 Title of the thesis or doctoral project

Give working title.

5.2 Description of thesis or doctoral project

Provide a description of the project in at least a couple of paragraphs.

5.3 Planned form of thesis

Compilation thesis or monograph thesis?

5.4 Research plan for the next 12-month period

Provide a short but detailed description of the plan. This should be for the coming 12 months only.

Remove old text concerning past periods (This text is available in old ISP:s)

5.5 Thesis work in progress – Optional

Provide a short description of the progress.

5.6 Parts of the thesis/component papers completed – if applicable

List completed studies, papers, etc.

5.7 Deviations from previous study plan – if applicable

If the plan under 5.4 of the previous study plan (if applicable) has not been achieved, then deviations should be noted here.

6. Meetings – Optional

7. Comments – Optional

8. Approvals – If applicable

9 Degree objectives

Provide information about how the degree objectives has been reached or will be reached as stated in The Higher Education Ordinance, Annex 2, Qualifications Ordinance (2006:1053). These objectives are not necessarily examined by completing the course requirements or writing/defending a thesis. Provide at least a minimum of information for all of the objectives listed under A, B and C, i.e. A1, A2, B1-B6, C1, C2. Give specific, not generic answers.

KTH sustainability goal (since 2022)

Planned and/or achieved activities must be at least briefly written for all of the above including sustainability. (Now special requirements on planned or achieved activities under sustainability)

10. Attachments – Optional for most doctoral programs
