

**GUIDELINES****Valid from**
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University Management Office

This document is a translation. In case of any discrepancy between the Swedish original and the English version of this governance document, the Swedish original will prevail.

Guidelines on suspensions in disciplinary matters

This governance document has been decided on by the President. The document entered into force on 28 November 2012 and was last revised on 1 July 2026 (registration number HS-2026-1226). It regulates the meaning of the term *suspension* as it applies to disciplinary matters at KTH. Administrative Law at the University Management Office is responsible for reviewing and revising the document and answering any questions.

Section 2 of Chapter 10 of the Swedish Higher Education Ordinance (SFS 1993:100) states:

Disciplinary measures are warning and suspension.

A suspension decision means that the student is prohibited from participating in instruction, tests or other activities that are part of courses and study programmes at the higher education institution. The decision must be for one or more periods, but not exceed six months in total.

A suspension decision may also be limited to cover access to specific premises at the higher education institution.

For reasons of administrative law and legal certainty, it must be ensured that all students are treated equally when a suspension decision is issued. Pursuant to Section 2 of Chapter 10 of the Higher Education Ordinance, a suspension decision means that the student is prohibited from participating in instruction, tests or other activities that are part of courses and study programmes at the higher education institution. Unless the Disciplinary Board decides otherwise in the case in question, at KTH a suspension therefore implies the following:

1. The student is not permitted to attend lectures or take part in laboratory sessions, placements or similar activities within the scope of courses and programmes.
2. The student is not permitted to attend events organised by KTH (career days, information meetings or similar activities).
3. The student is not permitted to contact or request the assistance of teaching staff or examiners with regard to their independent study during the suspension period.
4. The student may use KTH's premises, although not when the activities described in points 1 and 2 are taking place on the premises in question. The student's access card or authorisation to access premises shall therefore not be withdrawn.
5. The student may study independently, including using learning platforms such as Canvas. The student's KTH account shall therefore not be suspended.
6. The student may use KTH's library, although not when the activities described in points 1 and 2 are taking place on the premises.

7. The student may contact and visit Stockholm Student Health Services and study counsellors while they are suspended.
8. The student may request the assistance of administrative staff while suspended to, for example, register for courses and examinations that take place after the suspension period.

Questions concerning the suspension period and suspension decisions shall be addressed to Administrative Law.

Questions concerning the enforcement of suspension decisions shall be addressed to the study counsellor, master's coordinator or international coordinator at the school responsible for the student's programme.

Administrative Law at KTH's University Management Office issues any support documents necessary for the application of these guidelines.