

Checklist for docent applications

Prior to submitting your docent application, all the points below must be completed and checked. If any point is not applicable for your application, please comment at the end of the document.

For questions about the checklist, please contact an@medfak.liu.se

| To do | Done | Not applicable |
|--|------|----------------|
| I have read the Guidelines for admission of docents at the Faculty of Medicine and Health Sciences | | |
| I have chosen a research subject from the subject list at the Faculty of Medicine and Health Sciences (adding a narrower specialization if relevant, ie “docent in neurobiology specializing in ion channel physiology”, after consulting the subject representative). | | |
| In case I don’t have a Swedish PhD, I will attach identification papers to my application (gotten from Skatteverket). | | |
| I attach my CV to the application. | | |
| I attach the minutes from the examining committee’s assessment of my dissertation to the application. | | |
| I attach my PhD certificate to the application. | | |
| I attach, if relevant, my certificate of specialist competence to the application. | | |
| I attach my report of scientific independence to the application, where I for example describe the research projects where I’m the principal investigator, received grants where I’m the main applicant, head supervision tasks, other relevant assignments where I’m the lead and the progression of my research conducted after the dissertation, separately from my previous supervisors. | | |
| I attach my list of publications in the advised format with all required data presented as instructed (in Swedish), clearly stating who my supervisors were. | | |
| I have made sure that the number of original articles meet the criteria stated in the guidelines and understand that my choice of journals, inclusion of predatory journals or multiple lowranked (through field normalized quartiles) journals may affect the number of articles required for my docentship. | | |
| I have made sure that my independent publications are of good quality and have sufficient scientific depth and breadth according to the Faculty recommendations for publication and understand that shared author positions should be motivated | | |

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| and may affect the number of articles required for my docentship. | | |
| I attach my letter of intent where I, with a forward-looking perspective, describe the research activities and projects I currently run and will run in the near future, my parts in these and my plans for future teacher and PhD supervisor assignments. | | |
| I attach certificates for the mandatory pedagogical courses (certificates from Didacticum or similar, not excerpts from Ladok). | | |
| I attach my finalized pedagogical analysis and the approval certificate from the pedagogical resource person. | | |
| I attach my pedagogical qualifications presented in the instructed format with all required data disclosed in accordance with the linked template. | | |
| I have at least 120 hours of teaching, of which at least 60 have been conducted during the last 6 years (hours counted as in Retendo or the above mentioned template). | | |
| I have, if necessary, read the Frequently asked questions for docent applications (in Swedish, a translation is underway). | | |
| I have not attached documents or appendixes that are not required for the application. | | |
| I have discussed my application documents with my subject representative and/or professor/docent at my department and if necessary, adjusted the documents before submitting them. | | |

Comments: