

## Instruction for applications to the PhD program in Economics at Lund University

Create an account in the Lund University job application portal and log in at <https://lunduniversity.lu.se/about/work-at-lund-university>

Instructions of how to use the portal follow below for each heading in the application process.

- *Personal details*: Be careful to give up-to-date information concerning where we can get in touch with you between March and June.

- *Cover letter*: Not obligatory.

- *Employment*: Provide information about work experience that you believe is relevant to your application (relevant transcripts should be uploaded under “Attachments”). This information is not obligatory but may make your application more competitive.

- *Education*: Provide information about the colleges or universities attended. Certified transcripts from each are required. Note that the transcripts should provide information about which degrees you have taken and of which grades you have obtained in your courses. (Transcripts should be uploaded under “Attachments”).

- *Language*: Ability in English is required. You should provide proof that you meet one of the following requirements.

- i) You are a native English speaker.
- ii) You have obtained an academic degree from a university where English is the teaching language.
- iii) You have studied at a Nordic university.
- iv) You have good results from one of the standardised English tests (e.g., TOEFL, IELTS)

Transcripts should be uploaded under “Attachments”.

- *Recommendation*: You need to state two persons who have a PhD in Economics and know your academic work. The persons recommending you should fill in the recommendation form at <http://www.nek.lu.se/utbildning/forskarutbildning/phd-ansokan> and send it to [phd\\_recommendation@nek.lu.se](mailto:phd_recommendation@nek.lu.se).

- *Academic Merits*: Not applicable.

- *Attachments*: The following attachments should be included:

1. A completed Complementary Information form, which is available at: <http://www.nek.lu.se/utbildning/forskarutbildning/phd-ansokan> .
2. Degree certificates and certified lists of courses and grades at the bachelor and master levels. These certificates should be provided electronically by scanning or photographing.  
**Note:** To be admitted to the PhD programme you must have either taken a degree at the master level OR have taken 240 ECTS-credits at university of which 60 ECTS-credits must be at the master level. You must also have taken 90 ECTS-credits in economics, of which at least 15 ECTS-credits must be an essay. (If any of these requirements are not met at the time of application, you must make a credible argument that they will be at the time of admission, which is normally in August. You will not be admitted to the PhD programme if these conditions are not met at the formal time of admission). 60 ECTS-credits are equivalent to one year of full time study.
3. A short CV.
4. Copies of your GRE / GMAT and TOEFL / IELTS scores (or equivalent international test results or other proof of ability in English that you may want to refer to).
5. A brief statement about the research topics you are interested in and why you want to pursue doctoral studies in economics in Lund (not exceeding 1000 words).
6. At least one and at most two academic papers in economics (e.g., your bachelor and/or master thesis).

We strongly recommend that you use one of the following file formats - pdf, MS-word, jpeg, or gif. Use of other formats can result in us not being able to read your documents.

We strongly advise that all applications and documents be submitted electronically through the Lund University job application portal. If this proves impossible for some reason then your application and/or documents can be sent to Registrar, Lund University, P.O. Box 117, SE-22100 Lund, Sweden (street address for packages: Paradisgatan 5C, Lund). Applications and packages received after the last day for applications will not be considered.