# Information to scholarship holder

*The following describes the terms and conditions for the Postdoctoral fellowship. The Postdoctoral applicant Name Name is required to read and sign this information page and return it to department administrator/supervisor.*  
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Scholarship is funded by add name of the funder

Department:   
Contact person: add name of supervisor/head of department

Receiver of scholarship  
First name, surname

Date of birth

Contact information

You have been awarded a scholarship to contribute to your individual research development and merit. You are associated as a guest researcher at Umeå University with the title Postdoctoral fellow (on scholarship).

**Payment**

The scholarship is paid for a maximum of two years and will be excluded from tax during this period.

Total amount: xxx.xxx

Add information about payment routine (6 months in advance, every quarter)

Choose one of the alternatives:

Your scholarship is paid directly to -- your bank account from the research funder OR  
to your bank account via the university pay roll system.

## Scholarship conditions

**There are certain terms and conditions for scholarships. It is important that you have read and understood the information below.**

1. **Special agreement**

Scholarship holders are not employed and therefore not covered by the terms and conditions as for employees which include terms of employment, working hours and personal benefits.

1. **Tax**

Scholarships are tax-free in Sweden if it is given for educational purposes and merit. No work is allowed such as teaching. Reimbursements or salary cannot be paid during the same time period if so, the scholarship may also be regarded salary and object to taxed.   
  
Scholarships can be paid for a maximum time of two years at Umeå University, three years in total in Sweden.   
  
Even if your scholarship is tax free you might need to file a tax return to the Tax Agency.

1. **Pension**

Social contributions are based on taxed salaries; therefore, ***no*** payments can be done from the university to the pension fund.

1. **Insurance**

Umeå University provides you with a 24-hour insurance during your stay. It covers unforeseen accidents and illness and some protection of your personal belongings. For a better coverage you need a private insurance such as a home insurance.

1. **Social insurance – registered as a citizen in Sweden**

To get access to the Swedish social security system and complete coverage of healthcare you must register in the Swedish population register and receive a Swedish personal identity number. (personnummer). Submit your application to the social agency upon arrival.

Only if the scholarship holder is from an EU-country **and staying less than one year**, otherwise remove it  
***Certain requirements for EU/EES and Swiss citizens***

*Along with your application for a Swedish personal identity number you need to submit a S1 certificate proving that you have comprehensive health insurance in another EU or EEA country than Sweden. It is important that the certificate is valid for at least one year from the date that you move to Sweden. If S1 certificate is not issued you must take out a private insurance. It is important that it is fully covering for all medical care.*

Once you have a Swedish personal identity number you will pay the same fees for doctor’s visits as Swedes. You may also qualify for some social benefits.

1. **Leave of absence (sick leave, parental leave and vacation)**

Any absence due to illness, care of sick children or vacation should be notified to the department. Scholarship holders cannot be denied any leave of absence.

## Work environment

Scholarship holders undertaking a postdoctoral qualification are covered by the Work Environment Act. They must therefore be guaranteed a good work environment and have access to the university’s occupational health services on the same conditions as employed staff.

## Signature

NAME NAME NAME NAME

Scholarship holder Head of Department/supervisor

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