FeeS FOR ExTERNal lectureRs

A work agreement must have been entered into in advance using the standard contract template for [external lecturers/guest lecturers](http://www.nmbu.no/om/adm/okonomi/info/skjema) with P360 no.

|  |  |
| --- | --- |
| **Surname and first name(s):** | **National identity no. (11 digits):(Date of birth ddmmyy + 5 digit suffix)** |
| **Private address:** | **Post code:** | **Town / city:** |
| **Dept./ section/unit:** | **Bank account no.:** |
| **People who do not have a Norwegian National identity no.:** **(enclose a copy of your passport and bank details)** | **\*See information for foreign citizens :**<http://www.umb.no/statisk/okonomi/vedlegg_utlendinger.pdf> |

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| **CHECK THE RELEVANT BOX FOR THE CORRECT PREPARATION FACTOR: (must have been agreed in advance in the work contract)**  |  |
| 4 hours preparation per hour of lecture = factor 5  |  |
| 3 hours preparation per hour of lecture = factor 4 |  |
| 2 hours preparation per hour of lecture = factor 3  |  |
| 1 hour preparation per hour of lecture = factor 2  |  |
| ½ hour preparation per hour of lecture = factor 1.5  |  |
| Foreign guest lecturers = Usually factor 5  |  |

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| **Your position (check relevant box):** | Professor |  | Associate professor (førsteamanuensis) |  |
| Assistant professor (universitetslektor) |  | Research fellow (stipendiat) |  |  |  |
|  |
| **Date of lecture:** | **Number of hours lectured:** | **Code:** |

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| **Account number:**  |  |
| [**TT-kode**](https://www.nmbu.no/sites/default/files/pdfattachments/ttt-koder.pdf) | **Hours lectured** | **Factor x** | **No. =** | **\*Hourly rate** | **\*Total** | [**Konto**](https://www.nmbu.no/download/file/fid/11257) | **Cost centre** | **Project no.** | **Order no.** |
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**Signature: Date:**

**Approved by: Date:**

**Passed for payment by: Date:**