



Routines for possible extensions for PhD research fellows, post-docs and Residents as a result of the corona situation - a guideline

Approved by the Rector on April 28, 2020. Valid until decision on repeal.

Background and objective

The objective of these guidelines is to inform about rights and duties attached to possible extension of:

- Appointment / employment
- PhD agreement (admission to programme of study) and/or
- Agreement on qualification work.

These guidelines apply to circumstances in addition to the statutory rights concerning extension in connection with, among others, illness or increased need for child care when kindergartens and schools are closed (see <https://www.nmbu.no/download/file/fid/43420>)

PhD research fellows (employed PhD candidates), Post docs or Residents are appointed on fixed term contracts regulated through law (<https://lovdata.no/dokument/SF/forskrift/2006-01-31-102>).

Guidelines for the faculties

The employer is responsible for facilitating PhD candidates, Post docs and Residents in carrying out their work as much as possible according to the agreed workplan. The current corona-related rule limiting students and staff from being on campus and encouraging as many as possible to work or study from home still applies. Rules now allow for small groups of students and staff in recruitment positions to have access to the campuses if it is crucial for them to complete their education or research in the spring of 2020. In addition, staff whose function is critical for the above-mentioned individuals to fulfil their education or qualification work in the spring of 2020 are physically allowed to be on campus.

The work carried out by PhD candidates, Post docs and Residents can still suffer delays and the employer must make use of the arrangement under the current framework as a point of departure in assessing extension of the employment contract, PhD agreement or other agreements regarding qualification work. The



extension of the employment period of PhD candidates employed at NMBU is stipulated in the following law

(<https://lovdata.no/dokument/SF/forskrift/2006-01-31-102>)

Possible extension(s) can be approved if the delay is caused by specific circumstances resulting from the corona-situation that hinder progress. These circumstances can be unforeseen work-related hindrances.

Since PhD candidates, Post docs and Residents have different duties and are in different stages of their research training (doctoral programme) or qualifying work, any extension must be assessed based on a concrete and individual process. The factual delay of progress must be substantiated and described.

Guidelines for PhD candidates, Post docs and Residents

As PhD candidate, Post doc or Residents you have the responsibility to stay in close contact with the faculty, supervisor or project leader in order to find suitable solutions together.

If you are unable to work on your research training (doctoral programme) or qualifying work for different reasons, this must be described. The description will form the basis for applying for extension of the employment contract, PhD agreement and/or other agreements with the faculty. Circumstances that can form the basis for extension are unforeseen work-related hindrances due to the corona-situation.

Routines and basis for extension

1. PhD candidates, Post docs and Residents are normally granted an extension if progress in their research training or qualifying work has realistically been delayed due to the corona- situation.
2. The application for extension must be approved by the main supervisor (alternatively the nearest manager) and submitted to the faculty. The application should include a description of how the research progress has been delayed due to the corona-situation and assure funding for the extension.
 - PhD candidates, Post docs or Residents employed by NMBU apply for an extension of both employment and for the period of the agreement (PhD contract or other agreement).
 - PhD candidates who are students or employed in external institutions must apply for an extension of the PhD contract.
3. The application for extension will be assessed and approved comprehensively by the faculty on an individual basis according to NMBU's personnel- and PhD regulations.