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BEK no. 1124 of 19/09/2025

This is an English translation of *Bekendtgørelse om ph.d.-uddannelsen ved universiteterne og visse kunstneriske uddannelsesinstitutioner (ph.d.-bekendtgørelsen)* (Ministerial Order on the PhD Programme at the Universities and Certain Higher Artistic Educational Institutions (PhD Order)). In the event of a discrepancy between the translation and the Danish version, the Danish text published in the Danish Official Gazette (Lovtidende) is valid.



# Executive Order on the PhD program at universities and certain higher artistic education institutions

Pursuant to section 8(1) and section 34(1) of the Universities Act (Universities Act), cf. Consolidated Act No. 391 of 10 April 2024, and section 10(1), nos. 1 and 3, section 12 and section 15(2) of the Higher Artistic Educational Institutions Act, cf. Consolidated Act No. 787 of 8 August 2019, the following is determined pursuant to the authorization pursuant to section 1(1) and section 5(1) of Executive Order No. 1118 of 28 October 2024 on the delegation of the powers of the Minister of Education and Research to the Danish Agency for Higher Education and Research and on the regulation of access to appeals:

## Chapter 1

*Purpose and structure, etc.*

§ 1. The PhD programme is a research programme that, at an international level, qualifies the PhD student to independently carry out research, development and teaching tasks in the private and public sectors, where broad knowledge of research is required.

*Subsection 2.* The PhD programme is completed mainly by conducting research under supervision.

§ 2. The executive order applies to PhD education at universities and higher artistic education institutions under the Ministry of Higher Education and Research.

*Subsection 2.* The institutions, cf. subsection 1, may award the PhD degree within subject areas in which they conduct research and have established a PhD school either themselves or in collaboration with other institutions covered by the executive order.

§ 3. The PhD degree is awarded in recognition of satisfactory completion of a PhD education, cf. however, § 15, subsections 2 and 3, as well as a satisfactory defense of a PhD thesis.

*Subsection 2.* An awarded PhD degree gives the right to use the title PhD.

§ 4. The PhD programme is standardised at 180 ECTS credits and is normally organised as a full-time study programme, but may be organised as a part-time study programme in accordance with rules set by the institution.

Chapter 2

*Admission etc. to the PhD programme*

§ 5. Admission to the PhD programme must be based on a Master's programme in terms of level.

*Subsection 2.* The University may decide that a Master's student may commence the PhD programme. The University must ensure that the overall educational programme meets the requirements for scope and level, cf. Section 1 and Section 4. The University shall lay down rules regarding the overall programme, cf. however, subsections 3 and 4.

*Subsection 3.* If the university has set a registration requirement for subject elements for master's students, cf. section 11(1) of the Education Executive Order, students who are concurrently enrolled in a master's and PhD programme must register annually for subject elements in the master's and PhD programme that collectively correspond to the registration requirement.

*Subsection 4.* Students admitted in accordance with subsection 2 must have the opportunity to complete the Master's degree programme.

§ 6. The institution decides who can be admitted as a PhD student. The institution's rules must state which criteria the institution uses for admission.

*Subsection 2.* The PhD student is administratively enrolled in the PhD programme.

Chapter 3

*PhD program content, etc.*

§ 7. The PhD programme is organised according to rules laid down by the educational institution, cf. however subsection 2.

*Subsection 2.* The training includes:

- 1) Completion of independent research work under supervision (PhD project).
- 2) Completion of PhD courses or other similar educational elements of a total scope corresponding to approximately 30 ECTS credits.
- 3) Participation in active research environments, including stays at other, primarily foreign, research institutions, private research companies, etc.
- 4) Gaining experience in teaching or other forms of knowledge dissemination related to the individual's PhD project.
- 5) Preparation of a PhD thesis based on the PhD project.

*Subsection 3.* The institution may, in each individual case, approve that the PhD programme does not include one or more of the educational elements mentioned in subsection 2, nos. 1-4, if the institution assesses that the PhD student has otherwise completed educational elements that can be equated with these (merit).

§ 8. For each PhD student, the institution appoints a main supervisor who is responsible for the entire PhD education. The main supervisor must be a recognized researcher within the relevant field, be employed by the institution and affiliated with the PhD school.

*Subsection 2.* The institution may itself or upon application from the PhD student:

- 1) Appoint additional supervisors who must be qualified within the relevant subject area.
- 2) Replace the main supervisor and other supervisors.

*Subsection 3.* The institution offers the PhD student a communication course.

*Subsection 4.* The institution offers the PhD student guidance in teaching.

*Subsection 5.* The institution ensures that the necessary resources are available for the individual PhD student to complete the PhD education as determined in the individual's PhD plan.

*Subsection 6.* The institution shall establish rules for the supervision of the PhD student.

Chapter 4

*Completion of the PhD program*

§ 9. The institution approves a research and education plan (PhD plan) for the individual PhD student no later than 3 months after the PhD programme has commenced.

*Subsection 2.* The PhD plan must contain at least:

- 1) Schedule.
- 2) Agreement on the form of the guidance.
- 3) Plan for the PhD project.
- 4) Plan for PhD courses etc.
- 5) Plan for participation in active research communities.
- 6) Plan for teaching activities or other forms of knowledge dissemination.
- 7) A financing plan (budget).
- 8) Any agreements on intellectual property rights.

§ 10. The institution shall regularly assess during the PhD programme whether the PhD student is following the PhD plan and shall adjust the plan as necessary. The assessment shall be made on the basis of a statement from the main supervisor, who, after discussions with the PhD student, confirms that the PhD programme is being carried out in accordance with the PhD plan, or provides a written account of any necessary adjustments therein. The PhD student shall be given the opportunity to provide comments on the statement within a period of at least 2 weeks. In the assessment, the institution shall take into account documented illness, maternity leave and other approved leave. The institution shall lay down rules on the frequency of these assessments.

*Subsection 2.* If the institution considers that the PhD student is not following the PhD plan despite any adjustments, the institution shall give the PhD student 3 months to rectify this. The 3 months may not in themselves lead to an extension of the PhD programme. An offer to rectify the situation in connection with a regular assessment pursuant to subsection 1 may only be given to a PhD student once during the entire PhD programme.

*Subsection 3.* The institution shall, as soon as possible after the expiry of the 3 months, carry out a new assessment as per subsection 1.

*Subsection 4.* If the assessment pursuant to subsection 3 is negative, enrolment shall be terminated. The institution shall promptly notify any other place of employment that enrolment has been terminated.

## Chapter 5

*The PhD thesis*

§ 11. The PhD thesis must document the PhD student's or author's ability to apply the scientific methods of the subject and to provide research efforts that meet international standards for PhD degrees within the subject area.

§ 12. The institution shall establish rules regarding the preparation and submission of the PhD thesis, cf. however, subsections 2-5.

*Subsection 2.* A PhD thesis cannot be submitted for assessment by more than one person jointly.

*Subsection 3.* The PhD thesis must be provided with a summary in Danish and English.

*Subsection 4.* Articles included in the thesis may be prepared in collaboration with others, provided that written statements are included from each of the co-authors stating the PhD student's or author's share of the work, cf. subsection 5.

*Subsection 5.* The institution may establish rules that limit the number of written statements pursuant to subsection 4. However, the main author of the article must in all cases submit a written statement pursuant to subsection 4.

§ 13. The PhD student's enrolment at the institution ends upon submission of the thesis.

§ 14. The main supervisor shall issue a statement on the overall PhD course, including on the implementation of the individual parts of the PhD plan, no later than one week after submission of the thesis, cf. § 9.

*Subsection 2.* If the main supervisor states in his/her opinion that the PhD programme has not been satisfactorily completed, the PhD student must have the opportunity to provide comments on the main supervisor's opinion within a period of at least 2 weeks.

*Subsection 3.* The institution assesses whether the overall PhD education has been satisfactorily completed on the basis of the main supervisor's statement, cf. subsection 1, any comments from the PhD student, cf. subsection 2, and the regular assessments, cf. section 10, subsection 1.

§ 15. The thesis can only be assessed if the entire PhD programme has been satisfactorily completed, cf. however, subsections 2 and 3.

*Subsection 2.* In special cases, the institution may decide that a thesis will be assessed without the author having completed a PhD degree, if the institution assesses that the author has acquired qualifications that can be equated with this in another way.

*Subsection 3.* The institution may consider a PhD thesis prepared by a PhD student from a foreign educational institution for assessment if the PhD student has completed a study stay at the Danish institution as part of a mutually binding cooperation agreement on PhD education, including assessment, defense, award of a degree, etc., and the institution assesses that the PhD student has acquired qualifications that can be equated with a Danish PhD education.

## Chapter 6

### *The evaluation committee*

§ 16. No later than upon submission of the PhD thesis, the institution shall establish an expert assessment committee consisting of 3 members. The institution shall appoint a chairman from among the committee's members.

*Subsection 2.* The members of the assessment committee must be recognised researchers within the relevant field, cf. however, section 27, no. 2, and section 28, subsection 2. Two of the members must be external, of which at least one member must be from abroad, unless this is inappropriate from a professional perspective. The PhD student's supervisors cannot be members of the assessment committee, but the main supervisor is assigned to the assessment committee without the right to vote.

§ 17. Immediately after the composition of the assessment committee, the institution shall inform the PhD student or the author, cf. § 15(2), thereof. The PhD student or the author may object to the members within a period of at least one week.

## Chapter 7

### *The preliminary assessment of the PhD thesis*

§ 18. The assessment committee shall, no later than 2 months after submission of the thesis, make a recommendation to the institution as to whether the PhD thesis is suitable as a basis for awarding the PhD degree. The month of July is not included in the calculation of the 2 months. The recommendation must be reasoned and, in the event of disagreement, is based on the majority vote. The institution shall send the PhD student or the author a copy of the recommendation as soon as possible.

*Subsection 2.* If the thesis is suitable after the recommendation, the defense may take place.

*Subsection 3.* If the thesis is not suitable after the recommendation, the assessment committee shall state in its recommendation whether the PhD thesis can be resubmitted in revised form and, if so, within what period. The PhD student or the author and the main supervisor shall be given the opportunity to provide comments on the recommendation within a period of at least 2 weeks.

*Subsection 4.* If the thesis is not suitable after the recommendation, the institution will make one of the following decisions based on the assessment committee's recommendation and any comments from the PhD student or author and the main supervisor:

- 1) That the defense cannot take place.
- 2) That the PhD thesis can be resubmitted in revised form within a period of at least 3 months. If the PhD thesis is resubmitted, it will be assessed by the previously appointed assessment committee, unless special circumstances apply.
- 3) That the PhD thesis be assessed by a new assessment committee.

## Chapter 8

### *Defense of the PhD thesis*

§ 19. The PhD thesis shall be defended in accordance with rules laid down by the institution at a public defence. At the defence, the PhD student or author shall have the opportunity to explain his/her work and shall defend his/her PhD thesis to the members of the assessment committee, cf. however, subsection 3.

*Subsection 2.* The institution must ensure that the PhD thesis is publicly available for a reasonable period of time before the defence.

*Subsection 3.* If there are unusual circumstances, the institution may, in agreement with the PhD student or the author, decide that a planned defense can be carried out with the participation of only two of the members of the assessment committee.

§ 20. The institution determines the time and place for the public defense.

*Subsection 2.* The defence shall take place no earlier than 2 weeks after the assessment committee has made its recommendation, cf. section 18, subsection 1, and no later than 3 months after the submission of the PhD thesis, cf. however subsection 3, and section 18, subsection 1, 2nd sentence.

*Subsection 3.* If there are exceptional circumstances, the institution may decide to postpone the defense. Postponement of the defense requires an agreement between the PhD student or author and the institution, including the time of the defense.

Chapter 9

Awarding of the PhD degree

§ 21. The assessment committee shall recommend immediately after the defence whether the PhD degree should be awarded and shall communicate the recommendation to the institution and the PhD student or author. The recommendation shall be reasoned and, in the event of disagreement, shall be based on a majority vote.

Subsection 2. If the assessment committee's recommendation is negative, the institution may decide that the thesis be assessed by a new assessment committee if the PhD student or the author requests this within a period of at least one week.

§ 22. The PhD degree may be awarded if there is a positive recommendation from the assessment committee.

§ 23. The institution issues a certificate for the PhD degree.

Subsection 2. The certificate shall be prepared in Danish and English and shall contain information about the subject area and topic of the PhD thesis as well as information about the completed PhD education.

Subsection 3. As part of a mutually binding cooperation agreement on PhD education, including assessment, defense, award of degrees, etc., the institution may provide a certificate with an endorsement, signature, etc. from one or more foreign collaborating institutions, so that it appears as a joint document, if the document is also given legal effect under foreign law (joint degree).

Stk. 4. Institutionen kan ligeledes som led i en samarbejdsaftale, jf. stk. 3, forsyne et bevis fra en eller flere udenlandske samarbejdsinstitutioner med påtegning, underskrift el.lign. , sådan at det også tillægges retsvirkning efter dansk ret, hvis institutionen vurderer, at den ph.d.-studerende har erhvervet kvalifikationer, der kan sidestilles med en dansk ph.d.-uddannelse.

Stk. 5. Institutionen og en eller flere udenlandske samarbejdsinstitutioner kan som led i en samarbejdsaftale, jf. stk. 3, udstede hvert deres bevis for den samme uddannelse (dobbeltragrad eller multipel grad /double degree eller multiple degree).

§ 24. Tildeles ph.d.-graden ikke, udsteder institutionen efter anmodning dokumentation på både dansk og engelsk for de dele af ph.d.-uddannelsen, som er tilfredsstillende gennemført.

Kapitel 10

Uddannelsesinstitutionens regler

§ 25. Institutionen fastsætter regler om:

- 1) Optagelse på ph.d.-uddannelsen, jf. § 6, stk. 1.
- 2) Ph.d.-uddannelsens tilrettelæggelse, jf. § 4, stk. 1, § 7, stk. 1, og § 10, stk. 1.
- 3) Udpegning af hovedvejleder, jf. § 8, stk. 1, og eventuelt yderligere vejledere, jf. § 8, stk. 2, § 27, nr. 1, og § 28, stk. 1.
- 4) Vejledning af ph.d.-studerende, jf. § 8, stk. 6.
- 5) Udarbejdelse og indlevering af ph.d.-afhandlingen, jf. § 12, stk. 1.
- 6) Forsvar af ph.d.-afhandlingen, jf. § 19, stk. 1.

Stk. 2. Universitetet fastsætter endvidere regler om optagelse på ph.d.-uddannelsen efter § 5, stk. 2.

Stk. 3. Det skal fremgå af reglerne, at institutionen kan dispensere fra de regler, der alene er fastsat af institutionen. Dispensation forudsætter, at der foreligger usædvanlige forhold.

Stk. 4. Reglerne og væsentlige ændringer heraf skal indeholde de fornødne overgangsordninger.

Stk. 5. Institutionens regler skal være offentligt tilgængelige på institutionens hjemmeside.

Kapitel 11

Andre regler

§ 26. Ved indgåelse af en gensidigt forpligtende samarbejdsaftale om ph.d.-uddannelse, herunder bedømmelse, forsvar, gradsudstedelse m.v., med en eller flere udenlandske uddannelsesinstitutioner kan institutionen fravige bekendtgørelsens krav til:

- 1) Bedømmelsesudvalgets sammensætning, jf. § 16, stk. 1, 1. pkt., og § 16, stk. 2, 2. pkt.
- 2) Fristen for foreløbig bedømmelse af ph.d.-afhandlingen, jf. § 18, stk. 1, 1. og 2. pkt.
- 3) Fristen for fastsættelse af forsvar af ph.d.-afhandlingen, jf. § 20, stk. 2.

Stk. 2. Det påhviler i disse tilfælde institutionen at orientere ansøgere og ph.d.-studerende, som er omfattet af samarbejdsaftalen, om vilkårene for uddannelsen, herunder hvilke regler i bekendtgørelsen, der er fraveget, jf. stk. 1. Disse oplysninger skal være tilgængelige inden ansøgningsfristen.



- § 27. For ph.d.-stipendier finansieret gennem ErhvervsPhD-ordningen gælder:
- 1) Institutionen udpeger udover en hovedvejleder, jf. § 8, stk. 1, en vejleder tilknyttet den virksomhed, hvor den ph.d.-studerende er ansat. Denne vejleder skal være kvalificeret inden for det relevante fagområde.
  - 2) Mindst ét af bedømmelsesudvalgets medlemmer, jf. § 16, stk. 1, skal have virksomhedsrelevant forskningserfaring inden for det pågældende fagområde.

*Ph.d.-studerende ved erhvervsrettede videregående uddannelsesinstitutioner*

§ 28. Er den ph.d.-studerende ansat ved en erhvervsrettet videregående uddannelsesinstitution, udpeger universitetet eller den videregående kunstneriske uddannelsesinstitution en hovedvejleder, jf. § 8, stk. 1, og yderligere en vejleder, som skal være tilknyttet den erhvervsrettede institution. Vejlederen skal være kvalificeret inden for det relevante fagområde på docentniveau.<sup>1)</sup>

*Stk. 2.* Et af bedømmelsesudvalgets medlemmer skal have erhvervsrelevant forskningserfaring på docentniveau<sup>2)</sup> inden for det relevante fagområde.

§ 29. Uddannelses- og Forskningsstyrelsen kan dispensere fra bekendtgørelsens regler, når det er begrundet i usædvanlige forhold, bortset fra de tilfælde som er nævnt i § 19, stk. 3, § 20, stk. 3, og § 26, stk. 1.

*Klager over institutionens afgørelser*

§ 30. Retlige spørgsmål ved uddannelsesinstitutionens afgørelser efter bekendtgørelsen kan indbringes for Uddannelses- og Forskningsstyrelsen. Fristen for at indgive klage er 2 uger, fra den dag afgørelsen er meddelt, jf. stk. 2 og 3.

*Stk. 2.* De klageberettigede er ph.d.-studerende samt forfattere. Klageadgangen for forfattere, der ikke har gennemført en ph.d.-uddannelse, forudsætter dog, at ph.d.-afhandlingen er taget under bedømmelse efter § 15, stk. 2.

*Stk. 3.* Klagen indgives til uddannelsesinstitution, som udarbejder en udtalelse. Klageren skal have lejlighed til at kommentere udtalelsen inden for en frist af mindst en uge. Institutionen sender herefter den samlede sag til behandling i styrelsen.

Kapitel 12

*Ikrafttrædelse m.v.*

- § 31. Bekendtgørelsen træder i kraft den 1. oktober 2025.
- Stk. 2.* Bekendtgørelse nr. 1039 af 27. august 2013 om ph.d.-uddannelsen ved universiteterne og visse kunstneriske uddannelsesinstitutioner (ph.d.-bekendtgørelsen) ophæves.

*Uddannelses- og Forskningsstyrelsen, den 19. september 2025*

Mikkel Leihardt

/ Charlotte Løchte

Officielle noter

Slutnoter

<sup>1)</sup>  
— Regarding the professional requirements for appointment as an associate professor, see the executive order on the position structure for lecturers at business academies, university colleges and the Danish School of Media and Journalism and the executive order on the position structure for lecturers at business academy programmes and professional bachelor programmes at maritime educational institutions.

<sup>2)</sup>  
— Regarding the professional requirements for appointment as an associate professor, see the executive order on the position structure for lecturers at business academies, professional colleges and the Danish School of Media and Journalism and the executive order on the position structure for lecturers at business academy programmes and professional bachelor programmes at maritime educational institutions.

Om

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