

Instructions

Newly enrolled Ph.D. students

The universities report all newly enrolled Ph.D.-students to Statistics Denmark. In order to collect all relevant data for the reporting, the universities may in some cases ask the students to answer the attached questionnaire.

- All Ph.D. students, who are enrolled at the institution, must be reported.
- Please notice that people who have submitted a thesis according to § 15, subsection 2 or 3, must also fill in and send the questionnaire.
- If the student begins a 4+4 arrangement or other arrangement before a master's degree is obtained, reporting is to take place in connection with the beginning of the Ph.D. study – consequently, the reporting must not await that any master's degree education is completed.
- Although the student stops again after a short time, the enrolment (as well as discontinuation) must be reported. Exceptions are cases where the person has, in reality, never started, e.g. foreign students who never came to Denmark.
- In the case of a change of institution, the university to which the transfer is made is responsible for reporting a new enrolment.

Further information about the reporting can be obtained by contacting:

Sose Hakhverdyan
Statistics Denmark, Education
e-mail: soh@dst.dk
Ext.: 39 17 37 56

1. Personal information

Content	Code	Comments
Person number	10 digits	<p>If the student has never been allocated with a valid person number, a fabricated person number is stated. This number consists of date, month and year of birth, followed by 3 letters, the first two letters from the forename, followed by the first letter in the last name. The number is concluded with the figure one, if the student is a male or with the figure two, if the student is a female.</p> <p>i.e. DDMMYYxyz1 or DDMMYYxyz2</p> <p><u>The valid person number is reported to Statistics Denmark when it has been allocated.</u></p>
First name(s)		All first name(s) of the student.
Last name		Last name of the student.
Citizenship	Letter code, 2 characters List of codes, see annex 1	The country of which the student is a citizen at the beginning of the study is stated here.

2. Enrolment information

Institutional information

Please state institution of enrolment as precisely and detailed as possible

Content	Code	Comments
Institutional no.	6 digits List of institutional number, see annex 2	<p>Statistics Denmark's 6-digit institutional number is stated here. (The same code, which is used in reporting the ordinary courses of education).</p> <p>Annex 2 shows a list of selected institutions under the universities.</p>
Ph.D. school		The name of the Ph.D. school to which the student was attached is stated.
Faculty	1= Natural sciences 2= Engineering/technology 3= Medical sciences 4= Agricultural sciences 5= Social sciences, Jurisprudence 6= Humanities 7= Theology 8= Not split up into faculties	<p>At universities where the faculties of natural sciences and engineering/technology are united, code 2 is stated.</p> <p>For institutions, which are not split up into faculties, code 8 is stated.</p>
Institution		If the enrolment institution is split up into institutes, the name of the institute to which the student was attached is stated.

Section		If the enrolment institution is not split up into institutes, the Section is stated. This is not necessary if the institute is stated.
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Period of enrolment

Content	Code	Comments
Date of enrolment	Date format DD-MM-YYYY	Please state date of enrolment at the institution. This also applies to students, who have started their Ph.D. education at another university, and which has transferred the enrolment.

3. Ph.D. arrangement

Content	Code	Comments
Scheme	1 = 3-year arrangement 2 = 4+4 arrangement 3 = 3+5/3+6 arrangement 6 = § 15 subsection 2 7 = § 15 subsection 3 Other arrangement	Is the student following a 3-year arrangement, but the study period is prolonged due to work conditions, code = 1 is indicated, and it is later indicated that it is a part-time study. It is thus the education arrangement that is the criteria and not the economical arrangement.
Other arrangement, which one		If "Other arrangement" is stated, please state the one that applies, including also trial arrangements.

4. Ph.D. agreements

Content	Code	Comments
Industrial Ph.D.	Y = Yes N = No	Only students with an Industrial Ph.D.-agreement with Danish Agency for Science, Technology and Innovation should be stated. The fact that a private company contributes economically is thus not a sufficient criterion.
Part-time study	Y = Yes N = No	State the code "Y", if the study is started as a part-time study. For students following the arrangements 4+4 or 3+5/3+6 finish their candidate degree at the same time as they are Ph.D. students. These students have to be coded as "No" unless they are studying part time, e.g. because of a job.

5. Supervisors

Content	Code	Comments
Number of supervisors at the enrolment institution		Number of approved supervisors, who are linked to the enrolment institution at the beginning of the study
Number of supervisors at other Danish institutions or companies		Number of approved supervisors who are linked to other Danish institutions or companies at the beginning of the study
Number of supervisors at foreign institutions or companies		Number of approved supervisors who are linked to institutions or companies abroad or at the beginning of the study

6. Employment at the beginning of the Ph.D.

Content	Code	Comments
Most important place of employment	1 = In DK at the enrolment institution 2 = In DK at other public or independent institution/company 3 = In DK private institution/company 4 = In DK at other institution/company 5 = Abroad 6 = No employment	<p>Please state the place of employment of the Ph.D. student immediately after the beginning of the Ph.D. enrolment period, and in case of several places of employment, the most important place of employment, measured in terms of hours worked, is stated.</p> <p>The employment authority, which has signed the letter of appointment, is stated. The student may, e.g. physically perform the work in a different place.</p> <p>The same basis applies in connection with the classification of "In DK" versus "Abroad". This implies that if the student is employed in a foreign company's Danish department, the place of employment is thus considered to be in DK. If the student is employed by the Head Office abroad, code 5 is stated, irrespective of whether the student is physically located in DK. In connection with being employed with employers abroad, there is no distinction between types of employers.</p> <p>Re. code 2) Including public or independent educational and research institutions, hospitals, public quasi-corporations, organizations and foundations.</p> <p>Public is taken to mean, central government, regional and local government activity.</p> <p>re. code 3) Including private educational and research institutions, hospitals, companies organizations and foundations.</p>
In DK at other institution/company		If "In DK at other institution/company" is stated, please specify which institution/company

7. Qualification background

Content	Code	Comments
Type of exam	1 = master's degree passed in Denmark 2 = master's degree passed abroad 3 = bachelor's degree passed in Denmark 4 = bachelor's degree passed abroad 5 = other exam	The bachelor's degree is stated when, e.g. the Ph.D. education was started before the master's degree was passed
Exam		Please state, e.g. <i>Master's degree in clinical nursing.</i>

Institution	Institutional no. see annex 2 or name as text section	If the exam was passed at a Danish university, the institutional no. may be stated, instead, see the list in annex 2
Country	Letter code, 2 characters List of codes, see annex 1	
Date of exam	Date format DD-MM-YYYY	

8. Working title of the project

Content	Code	Comments
Working title of the project		

9. The 3 most important subjects of the Ph.D. project

Please give an estimate of how the project's research activities, in terms of man-years, are distributed by subjects.

A total of three subjects may be stated, which implies that the distribution must be made on the basis of the most important subjects.

The distributed figures are stated as a percentage and please remember that the sum must add up to 100 pct. Subjects within all areas may be stated, i.e. also subjects outside the project's main research area.

Content	Code	Comments
Most important subject – subject code	3-digit List of subject codes in annex 3	Please state the <u>most important</u> subject measured in terms of research activities in man-years.
Most important subject – percentage		Please state the <u>most important</u> subject's percentage of the total research activities measured in terms of man-years.
Second-most important subject – subject code	3-digit List of subject codes in annex 3	Please state the <u>second-most important</u> subject measured in terms of research activities in man-years.
Second-most important subject –percentage		Please state the <u>second-most important</u> subject's percentage of the total research activities measured in terms of man-years.
Third-most important subject – subject code	3-digit List of subject codes in annex 3	Please state the <u>third-most important</u> subject measured in terms of research activities in man-years.
Third-most important subject – percentage		Please state the <u>third-most important</u> subject's percentage of the total research activities measured in terms of man-years.

10. Research areas

Please give an estimate of the percentage made up by the selected research areas of the total research activity in terms of man-years of the Ph.D. educational arrangement.

The list only contains selected research areas and, furthermore, the areas may overlap. Consequently, the total sum may add up to more than or less than 100 pct.

Content	Code	Comments
Research within selected research areas	Y = Yes N = No NS = Not stated	If parts of the research activity of the Ph.D. project are within the scope of one or several of the strategic areas mentioned, code "Y" is stated, and the spaces below are filled out for the areas in question. If there is no research activity within the areas mentioned, code "N" is stated

Selected research areas

Climate	No research	Please give an estimate of the percentage made up by the selected research areas of the total research activity in terms of man-years of the Ph.D. educational arrangement. If the research activity of the Ph.D. project is within the area or the areas in question, the extent is stated.
Energy	1- 24 pct.	
Environment	25- 49 pct.	
Bio-technology	50- 74 pct.	
Food products including food safety	75-100 pct.	
Cancer		
Nanotechnology		
ICT – hardware		
ICT – software		
ICT– usage		
Integration		
Democracy		
Welfare		
Gender research		
Globalization		
Experience economy		
Prevention and health promotion		

11. How do you expect to finance your Ph.D. education?

Please state how the sources of the total financing of your Ph.D. education are distributed.

Financing comprises, in addition to salary costs, also other costs, e.g. apparatus, tuition fee, etc.

Please state in percent and remember that the total sum must add up to 100 percent.

Please state information on the distribution of the total financing also for Industrial Ph.D.'s.

Content	Code	Comments
Percentage of the funds of the enrolment institution from the Finance Act	In percent	<p>Basic funds and other funds granted via the Finance Act</p> <p>Please note that the enrolment institution is seen as a whole. If i.e. the student has been enrolled in one department but been employed in another department of the university the financing from the different departments of the institution should be added.</p> <p>Has the institution used basic funds for financing Industrial PhD's, it should be stated here</p>
Percentage of the funds of the enrolment institution from the Danish Agency for Science, Technology and Innovation, including funds from the research councils	In percent	<p>Funds from the Danish Agency for Science, Technology and Innovation granted to the enrolment institution.</p> <p>I.e., industrial PhD funds and funds from the Free Research Council, the Strategic Research Council and the Danish Agency for Science, Technology and Innovation.</p> <p>Please state e.g. the funds to be received by the institution to cover expenses to administration, supervisors etc. for Industrial PhD. (Other financing of the industrial PhD should be stated under the other categories)</p>
Percentage of other funds of financing	In percent	<p>Other funds of financing include <u>all other sources of financing.</u></p> <p>Please note that research granted to the enrolment institution from other sources than FI-funds are included here, for example funds from the Danish National Research Foundation and Danish National Advanced Technology Foundation</p> <p>Other financing of Industrial PhD's, e.g. salary from a private company and from the Danish Agency for Science, Technology and Innovation should be stated here</p>

12. Sources of financing

Please state which sources are included in the financing of each individual Ph.D. education – the extent of the financing is not reported

Code "Yes" indicates that the source in question was included in the financing of the Ph.D. education

Code "No" indicates that the source in question was excluded

Enrolment institution

Own funds of the institution are here distributed by 4 types

Content	Code	Comments
Finance Act funds	Y = Yes N = No	Basic funds and other funds granted via the Finance Act
Industrial Ph.D. funds from the Danish Agency for Science, Technology and Innovation	Y = Yes N = No	
Research council funds from the Danish Agency for Science, Technology and Innovation	Y = Yes N = No	Research funds from the Free Research Council, the Strategic Research Council and the Danish Agency for Science, Technology and Innovation
Other funds	Y = Yes N = No	The enrolment institution's own funds, which are not based on the Finance Act or F1-funds, e.g. subsidies, presents or income from commercial activities

Other Danish sources of financing

In distinguishing between Danish/foreign sources, it is the physical location of the source of financing in or outside Denmark that is of importance – not the ownership. If, e.g. the source of financing is a foreign company's Danish branch, the physical location in Denmark will imply that the source is included as a Danish source of financing.

Content	Code	Comments
Hospital	Y = Yes N = No	Public as well as private
Other public educational and research institution than the enrolment institution	Y = Yes N = No	
Private educational or research institution	Y = Yes N = No	E.g. The Rockwool Foundation Research Unit
Public company, organization, foundations	Y = Yes N = No	E.g. Dong Energy, Danish National Research Foundation and Danish National Advanced Technology Foundation Funds from the Danish National Research Foundation and Danish National Advanced Technology Foundation distributed not via the enrolment institution, are stated here.
Private company, organization, foundations	Y = Yes N = No	Private Danish foundations and organizations cover units, which are private, and which are not operating commercially – i.e. a non-profit purpose such as the Carlsberg Foundation and the Danish Cancer Society

Foreign sources of financing

In distinguishing between Danish/foreign sources, it is the physical location of the source of financing in or outside Denmark that is of importance – not the ownership. If, e.g. the source of financing is a foreign company's Head Office, the physical location of the Head Office abroad will imply that it is included as a foreign source of financing. However, if the financial contribution is coming from the company's Danish branch, the physical location in Denmark will imply that the source is included as a Danish source of financing.

Content	Code	Comments
EU funds	Y = Yes N = No	
Other public foreign sources	Y = Yes N = No	Including private educational and research institutions, hospitals, companies, organizations and foundations
Private foreign sources	Y = Yes N = No	Including private educational and research institutions, hospitals, companies, organizations and foundations

Other sources of financing

Content	Code	Comments
Own funds	Y = Yes N = No	Please state "Yes", if completion of the education was based on the student's own funds or financial support from the student's family
Other sources	Y = Yes N = No	
Other source-01		If other sources are included in the financing, please state which one(s)
Other source-02		If other sources are included in the financing, please state which one(s)

ANNEX 1**Country code**

AF	Afghanistan
AL	Albanien
DZ	Algeriet
AS	Amerikansk Samoa
AD	Andorra
AO	Angola Herunder Cabinda
AI	Anguilla
AQ	Antarktis
AG	Antigua og Barbuda
AR	Argentina
AM	Armenien
AW	Aruba
AZ	Aserbajdsjan
AU	Australien
BS	Bahamas
BH	Bahrain
BD	Bangladesh
BB	Barbados
BY	Belarus
PW	Belau
BE	Belgien
BZ	Belize
BJ	Benin
BM	Bermuda
BT	Bhutan
BO	Bolivia
BA	Bosnien-Hercegovina
BW	Botswana
BV	Bouvet øen
BR	Brasilien
BN	Brunei
BG	Bulgarien
BF	Burkina Faso
MM	Burma
BI	Burundi
KH	Cambodja
CM	Cameroun
CA	Canada
KY	Caymanøerne
CF	Centralafrikanske Republik, Den
XC	Ceuta
CL	Chile
CC	Cocosøerne (Keelingøerne)
CO	Colombia
KM	Comorerne
CG	Congo
CD	Congos demokratiske republik
CK	Cookøerne
CR	Costa Rica
CU	Cuba
CY	Cypern
DK	Danmark
VI	De Amerikanske Jomfruøer
VG	De Britiske Jomfruøer
AE	De Forenede Arabiske Emirater
AN	De Nederlandske Antiller
CF	Den Centralafrikanske Republik
DO	Den Dominikanske Republik
MK	Den Tidligere Jugoslaviske Republik Makedonien
DJ	Djibouti
DM	Dominica
DO	Dominikanske Republik, Den

County code

EC	Ecuador
EG	Egypten
SV	El Salvador
CI	Elfenbenskysten
ER	Eritrea
EE	Estland
ET	Etiopien
FK	Falklandsøerne
FJ	Fiji
PH	Filippinerne
FI	Finland
AE	Forenede Arabiske Emirater, De
FR	Frankrig
FO	Færøerne
GA	Gabon
GM	Gambia
GE	Georgien
GH	Ghana
GI	Gibraltar
GD	Grenada
GR	Grækenland
GL	Grønland
GU	Guam
GT	Guatemala
GN	Guinea
GW	Guinea-Bissau
GY	Guyana
HT	Haiti
HN	Honduras
HK	Hongkong
IN	Indien
ID	Indonesien
IQ	Irak
IR	Iran
IE	Irland
IS	Island
IL	Israel
IT	Italien
JM	Jamaica
JP	Japan
VI	Jomfruøer, De Amerikanske
VG	Jomfruøer, De Britiske
JO	Jordan
CX	Juleøen
CV	Kap Verde
KZ	Kasakhstan
KE	Kenya
CN	Kina
KG	Kirgisistan
KI	Kiribati
XK	Kosovo
HR	Kroatien
KW	Kuwait
LA	Laos
LS	Lesotho
LV	Letland
LB	Libanon
LR	Liberia
LY	Libyen
LI	Liechtenstein

LT	Litauen
LU	Luxembourg
MO	Macao
MG	Madagaskar
MK	Makedonien, Den Tidligere Jugoslaviske Republik
MW	Malawi
MY	Malaysia
MV	Maldiverne
ML	Mali
MT	Malta
MA	Marokko
MH	Marschalløerne
MR	Mauretanien
MU	Mauritius
YT	Mayotte
XL	Melilla
MX	Mexico
FM	Mikronesien
MD	Moldavien
MC	Monaco
MN	Mongoliet
XM	Montenegro
MS	Montserrat
MZ	Mozambique
NA	Namibia
NR	Nauru
NL	Nederlandene
AN	Nederlandske Antiller, De
NP	Nepal
NZ	New Zealand
NI	Nicaragua
NE	Niger
NG	Nigeria
NU	Niue
KP	Nordkorea
MP	Nordmarianerne
NF	Norfolk Island
NO	Norge
NC	Ny Kaledonien
OM	Oman
PK	Pakistan
PS	Palæstina
PA	Panama
PG	Papua Ny Guinea
PY	Paraguay
PE	Peru
PN	Pitcairn
PL	Polen
PT	Portugal
QA	Qatar
RO	Rumænien
RU	Rusland
RW	Rwanda
KN	Saint Kitts og Nevis
LC	Saint Lucia
PM	Saint Pierre og Miquelon
VC	Saint Vincent og Grenadinerne
SB	Salomonøerne
WS	Samoa
SM	San Marino
ST	São Tomé og Príncipe
SA	Saudi-Arabien
CH	Schweiz

SN	Senegal
XS	Serbien
SC	Seychellerne
SL	Sierra Leone
SG	Singapore
SK	Slovakiet
SI	Slovenien
SO	Somalia
ES	Spanien
LK	Sri Lanka
YY	Statsløs
GB	Storbritannien
SD	Sudan
SR	Surinam
SE	Sverige
SZ	Swaziland
ZA	Sydafrika
KR	Sydkorea
SY	Syrien
TJ	Tadsjikistan
TW	Taiwan
TZ	Tanzania
TD	Tchad
TH	Thailand
TL	Timor-Leste
CZ	Tjekkiet
TG	Togo
TK	Tokelau
TO	Tonga
TT	Trinidad og Tobago
TN	Tunesien
TM	Turkmenistan
TC	Turks- og Caicosøerne
TV	Tuvalu
TR	Tyrkiet
DE	Tyskland
UG	Uganda
UA	Ukraine
HU	Ungarn
XX	Uoplyst
UY	Uruguay
US	USA
UZ	Usbekistan
VU	Vanuatu
VA	Vatikanstaten
VE	Venezuela
VN	Vietnam
WF	Wallis
YE	Yemen
ZM	Zambia
ZW	Zimbabwe
GQ	Ækvatorialguinea
AT	Østrig
AX	Ålandsøerne
XX	NOT STATED
YY	STATELESS

ANNEX 2

Extract from the institutional register of institutions at university level

101443	Det farmaceutiske Fakultet
101446	Kunstakademiets Arkitektskole, København
101455	Københavns Universitet
101459	Kunstakademiets Konservatorskole
101530	IT-Universitetet i København
101628	Danmarks Designskole, København
147406	Handelshøjskolen i København
147410	Det Biovidenskabelige fakultet
151409	DTU, Ballerup Campus
151413	AaU, København
173405	Danmarks Tekniske Universitet
219303	Center for Skov, Landskab og Planlægning
265407	Roskilde Universitet
280299	KADK, Det kongelige danske Kunstakademis skoler
280442	DTU, Lyngby Campus
330401	SDU, Slagelse
461416	Syddansk Universitet
461450	SDU, Ingeniøruddannelser
561408	AAU, Esbjerg
561411	SDU, Esbjerg
537406	SDU, Sønderborg
621406	SDU, Kolding
657410	AU, Handels- og Ingeniørhøjskolen
751418	Ingeniørhøjskolen, AU
751422	Handelshøjskolen i Aarhus
751426	Arkitektskolen, Aarhus
751431	Aarhus Universitet
851416	Aalborg Universitet

ANNEX 3

Classification by subject

Natural Sciences

120 Mathematics
125 Computer and information sciences
130 Physical science, incl. biophysics
135 Chemical sciences
140 Geology
141 Physical geography
142 Cultural geography
145 Biochemistry
150 Biology
155 Other allied sciences

Medical Sciences

320 Basic medicine
325 Pharmacy and pharmacology
330 Clinical medicine
335 Odontology and dentistry
340 Health services
350 Dependent care
360 Public health science
370 Medical biotechnology
380 Other allied sciences

Social sciences

520 Psychology
525 Economics
530 Business management
535 Pedagogy
540 Sociology incl. social anthropology/ethnography
545 Jurisprudence
550 Political science
555 Town planning and physical planning
560 Media and Communication
565 Other allied sciences

Engineering and Technology

220 Civil engineering, construction and transport
225 Electrical and electronic engineering and communication engineering
230 Mechanical engineering and production technology
235 Chemical engineering
240 Materials engineering
245 Medical engineering
250 Energy and environment engineering
255 Environmental biotechnology
260 Industrial biotechnology
265 Nanotechnology
270 Other allied sciences

Agricultural Sciences

420 Agricultural plants and garden centre
425 Forestry and horticulture
430 Fishery
435 Animal and dairy production
440 Veterinarian science
445 Agricultural biotechnology
450 Other allied sciences

Humanities

620 History
625 Archaeology
630 Linguistic science and philology
635 Literature science
640 Philosophy and history of ideas
645 Theology
650 Music and theatrical science
655 Arts and architecture science
660 Movie and media science
665 Other allied sciences