



DECISION

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Student Affairs

Lund University's Instructions for Applications

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If you want to start higher education studies at Lund University, you must apply in advance.¹ The only exception to the application requirement applies to those who are only going to continue their studies on a course for which they are already registered or are only to take a test on a course that has already started. In these cases, contact in good time the department where you are to continue studies or take a test.

How to apply

If you are applying for the first time

If you are applying for the first time, you need to create an account in order to be able to apply. You create an account at [universityadmissions.se](https://www.universityadmissions.se):

<https://www.universityadmissions.se/intl/start>.

The account is required to enable us to match your application with your personal information, grades, etc. You then log in using the same account details each time you want to apply to a new course or programme. You receive direct confirmation via your email address that the admissions system has received your application. Therefore, check that you have stated the correct email address, otherwise email notifications concerning confirmations, preliminary assessments and admission decisions will not reach you. Also remember to check your junk email to ascertain if any emails have ended up there.

If you have forgotten your password or user ID, information on how to obtain assistance is available at [universityadmissions.se](https://www.universityadmissions.se). You are not to create a new account!

If you are already a student at a Swedish higher education institution

If you are already a student at a Swedish higher education institution, you are to log in to www.universityadmissions.se using your student account.

¹ STYR 2021/1876 Admission rules for first and second cycle education at Lund University, paragraph 2.

One application per admission round

You apply for programmes and courses in the same application. When you make the application and rank your alternatives, you are to bear in mind that you can only be admitted to a maximum of 45 credits for the admission round for the spring or autumn semester. In the case of continuing professional development, you can be admitted to a maximum of 30 credits and for the summer semester you can be admitted to a maximum of 23 credits.²

If you have applied online and in some other way, only the online application will be processed.

Making changes in the application

You can make changes in your application up to and including the last day for applications. You can make eliminations in your application at least up to and including 10 days before the admission decision is published.

Applications to courses within a programme

Those who apply for courses within a programme via www.universityadmissions.se can be admitted to a maximum of 30 credits per semester within their programme unless otherwise stated in the programme's specific instructions.

If you want to be admitted to more credits than those within the framework of full-time studies for each semester, you apply to these as freestanding courses. For more information, see the section "Full-time studies comprise 30 credits". Applications to courses within programmes are only made during the application period with an application deadline of 15 April for the autumn semester and 15 October for the spring semester.

In cases where a programme has specific programme instructions, these are to be followed.

² The Association of Swedish Higher Education Institutions: Reviderade rekommendationer rörande antagningssystemet NyA Dnr 59 07 2007 10 (Revised recommendations concerning the admission system NyA. Not in English).

Applications to a later part of a programme

It is possible to be admitted to a later part of some programmes, if the faculty has made a decision regarding this. Contact the department in question.

Important dates

The application period for each admission round is stated in Appendix 1: Time to apply for first and second-cycle studies. You will also find information there about when online applications open, the deadline for paying the application fee or substantiating fee exemption, deadline for submission of supporting documentation, publication date for admission decisions and response deadline in cases where there is a requirement to respond to your first admission decision.³

Late applications

All application alternatives are closed for applications after the application deadline. If required, registration alternatives can be opened at the earliest for late applications after the first selection has been published. In the case of a late application, you may be admitted to additional credits. When a late application is made, all the documents required to meet the entry requirements must be immediately enclosed according to information at www.universityadmissions.se. A late application is ranked in chronological order below those who applied on time.

Please note that if you apply to courses within a programme through a late application, you cannot utilise your priority regarding the programme.

Late applications are made at www.universityadmissions.se.⁴

³ STYR 2021/1876 Admission rules for first and second cycle education, and qualifying and higher education access programmes at Lund University, paragraph 2.

⁴ STYR 2021/1876 Admission rules for first and second cycle education, and qualifying and higher education access programmes at Lund University, paragraph 2.4

Application and tuition fees

Sweden has application and tuition fees for citizens outside the EU/EEA and Switzerland. The application fee is SEK 900. You can read more about who is to pay and the procedure for this here:

<https://www.universityadmissions.se/en/fees-scholarships-residence-permit/who-is-required-to-pay-fees/>⁵

Citizens of the EU, EEA countries or Switzerland do not need to pay application or tuition fees. However, you must upload documents that show you are a citizen of one of these countries.

As a Swedish citizen and officially registered in Sweden, information on your citizenship is retrieved automatically from the Swedish Tax Agency. If you are a Swedish citizen but no longer live in Sweden, you need to substantiate your Swedish citizenship by uploading a copy of your Swedish passport or national identity card (which includes your Swedish citizenship).

If you have an active residence permit on grounds other than studies, you do not need to pay application and tuition fees during the period that the permit is valid. If you have a Swedish personal identity number, information on your residence permit on grounds other than studies is retrieved from the Swedish Migration Agency.

You must either pay the application fee or substantiate your exemption from the application fee at the latest by the date stated in the timetable for the relevant admission round.^{6 7}

Address information

If you have applied online, the messages regarding the preliminary assessment and admission decision will be sent to the email address you have stated at www.universityadmissions.se.

⁵ Ordinance on application fees and tuition fees (2010:543) at higher education institutions sections 2-3, 5-8.

⁶ The Higher Education Ordinance Chapter 7, section 4.

⁷ STYR 2021/1876 Admission rules for first and second cycle education and qualifying and higher education access programmes at Lund University, paragraph 2.6.

If you have applied in some other way, the preliminary assessment and admission decision will be sent by post to your official registered address (unless you have stated a different temporary address).

Your official registered address is retrieved from the Swedish Tax Agency. Therefore, only those who live at an address other than their official registered address are to fill in the address to which their post is to be sent e.g. if you have a temporary address between when you applied and the start of the semester. Information on the dates that apply for the temporary address must be stated. If you are not registered in Sweden or would like any post to be sent to an address abroad, state this in the address field. You are responsible for the post reaching you within the set time limit. You make the changes online under the tab “Profile” under “My pages”.

Protected personal data

If you have protected personal data, you are not to apply via www.universityadmissions.se. Applications from people with classified personal data are processed by the Swedish Council for Higher Education (UHR). Either the applicant’s address is protected, or the entire application is classified. For more information: www.universityadmissions.se.

Substantiate your qualifications

You must substantiate with supporting documentation the qualifications you wish to refer to regarding your entry requirements. We already have access to some of your qualifications via the National Grades Database and Ladok.⁸ Firstly, check which documents are already registered on www.universityadmissions.se under the “My pages” tab.

National Grades Database

The grades database is used in admissions to higher education.

Please note that not all upper secondary schools transfer final grades to the grades database and not all that do have done so since the start

⁸ Förordningen (1993:1153) om redovisning av studier m.m. vid universitet och högskolor. (Ordinance (1993:1153) on reporting of studies etc. at higher education institutions. Not in English).

in 1999. The earliest transfers from municipal adult education schools were in autumn 2011. The schools that are linked to the database can be seen at: <https://anslutnaskolor.uhr.se/>.

Only final grades issued after joining the grades database are transferred.

- Find out if your upper secondary school/municipal adult education school is linked to the grades database. If this is the case, you do not need to upload your final grades.
- If you have an overall grades document from upper secondary school that includes courses not included in your final grades or studies at folk high school, you must send in /upload the grades.
- Bear in mind that even if your school is connected to the grades database, it is your responsibility to check that the information is correct and is received by the deadline.

Qualifications registered in Ladok

Qualifications that are registered in Ladok are retrieved and sent to your account at universityadmissions.se when you have an active application. You can read more about Ladok in the section “Register processing”.⁹

Supplementary documents

If your qualifications are not retrieved from Ladok or the National Grades Database, it is your responsibility to add supplementary documents that substantiate your qualifications within the set time limit.¹⁰

It is important that you read through the instructions at www.universityadmissions.se before you upload any documents.

⁹ Förordningen (1993:1153) om redovisning av studier m.m. vid universitet och högskolor. (Ordinance (1993:1153) on reporting of studies etc.at higher education institutions. Not in English).

¹⁰ Förordningen (1993:1153) om redovisning av studier m.m. vid universitet och högskolor. (Ordinance (1993:1153) on reporting of studies etc.at higher education institutions. Not in English).

Most of those who need to add documents can upload their documents from “My pages”.

If you have studied at a folk high school, you must upload the form: “Certificate of general entry qualification.”

If you have qualifications from abroad, you must read through the information at www.universityadmissions.se as a precaution, because documents from certain countries must be sent in by post.

Upload your supplementary documents according to the instructions at universityadmissions.se.

<https://universityadmissions.se/en/apply-to-bachelors/provide-application-documents-bachelors/> or
<https://universityadmissions.se/en/apply-to-masters/provide-application-documents-masters/>

Your personal identity number must be stated on all documents.

The documents you upload are to be original documents.

Please note that if you submit copies via post, these must be certified as true copies (certification means that a person other than yourself certifies that the copy matches the original by signing the copy with their name, writing their name in block capitals and adding their contact details). Never submit original documents unless this is specifically requested.

Please note that you cannot submit additional documentation for applications regarding selection with consideration for special reasons after the application deadline.

Read any messages and the preliminary assessment carefully!

You are to follow your application online. Go to “My pages” at www.universityadmissions.se and check that the information and preliminary assessments are correct. If any of your qualifications needed to fulfil the qualification requirements are missing, you need to upload the prerequisite qualifications by the deadline for submission of supporting documentation.

Additional information and qualifications may, in certain cases, be requested via an email message to your account. You then receive an email as notification that such a message has been sent. Bear in mind that it is your responsibility to access the system and read these

messages. You may need to check your junk email to ascertain if any email notifications have ended up there. Supporting documentation and any viewpoints on messages or the preliminary assessment are to be submitted within the period specified in the preliminary assessment.

Entry requirements

In order to be admitted to a course or programme, you must fulfil certain entry requirements – this applies to both general entry requirements and specific entry requirements. There are general entry requirements for all higher education.¹¹ Good proficiency in Swedish, English and mathematics is very important if you are to succeed in your higher education studies. If you do not have pass grades in these subjects from upper secondary school, you should thoroughly examine your potential for studies, for example by contacting a study counsellor to discuss your choice of studies.

The specific entry requirements depend on the course or programme you have applied to. These requirements are stated for the course or programme in question, see the current programme syllabus and/or course syllabus.¹²

Admission to courses or programmes requires that the general and specific entry requirements are fulfilled by virtue of a Swedish education or education abroad, practical experience or some other circumstance that provides the conditions for benefitting from the course or programme.

General entry requirements for first-cycle studies

To meet the general entry requirements, you must have a qualification from a university entrance programme, or upper secondary vocational diploma with a pass grade (lowest E) in Swedish 2 and 3, or Swedish as a second language 2 and 3, and in English 6.¹³

¹¹ The Higher Education Ordinance Chapter 7, sections 2, 5-6, 24, 28 and 29.

¹² The Higher Education Ordinance Chapter 7, sections 8-11, 25 and 31.

¹³ The Higher Education Ordinance Chapter 7, sections 5-6 and 24.

The rules to be applied for general entry requirements depend on the year that your final school grades were issued. Information about this is available under Entry requirements at www.universityadmissions.se.

General entry requirements for second-cycle programmes

If you want to study a programme that starts in the second cycle, you are required to have a first-cycle qualification comprising at least 180 credits.¹⁴

If it is shown when the deadline for submission of supporting documentation passes that you have ongoing studies which on completion meet the general requirements for second-cycle studies, you may be admitted to most programmes on condition that the general entry requirements are fulfilled no later than three weeks after the start of the programme.¹⁵

Specific entry requirements for first-cycle studies for new entrants

In addition to the general entry requirements, there may also be specific entry requirements. The specific entry requirements laid down are to be essential for students to be able to benefit from the course or study programme.

The specific entry requirements for studies intended for new entrants generally consist of:

- Knowledge from one or more upper secondary school courses or equivalent knowledge. The lowest requirement is grade E (new grading scale) or Pass or 3 (the old grading scales) in each course/subject.
- A pass grade on an artistic assessment for a programme that leads to an artistic qualification.¹⁶

¹⁴ The Higher Education Ordinance Chapter 7, sections 28-30.

¹⁵ STYR 2021/1876 Admission rules for first and second cycle education and qualifying and higher education access programmes at Lund University, paragraph 3.4.1.

¹⁶ The Higher Education Ordinance Chapter 7, sections 8-11.

Specific entry requirements for first-cycle studies for those other than new entrants

Specific entry requirements for first-cycle courses intended for those other than new entrants generally consist of previously completed upper secondary school courses.¹⁷

Specific entry requirements for second-cycle studies

Specific entry requirements for second-cycle studies consist of completed higher education courses and, if applicable, other conditions that are of importance for the course or programme or for the profession for which it prepares students. The entry requirements are stated in the course syllabi.¹⁸

Applying with a qualification background from abroad

Information for those with a qualification background from abroad is available at www.universityadmissions.se.

Conditional qualification/admission

If the entry requirement is a higher education course that you have not yet completed, you may be admitted on condition that you can substantiate that you meet the specific entry requirements for higher education by the time of registration. You must be able to substantiate that you fulfil the entry requirements at the latest by the roll call/start of the course or programme, in order to be allowed to commence the course or programme. Fulfilment of entry requirements is checked by the relevant department.¹⁹

Please note that you must enclose supporting documentation for higher education courses/programmes that are not registered at www.universityadmissions.se, if these are required for meeting the entry requirements. This could, for example, apply to old higher education qualifications or qualifications gained abroad.

¹⁷ The Higher Education Ordinance Chapter 7, section 25.

¹⁸ The Higher Education Ordinance Chapter 7, sections 31-31a.

¹⁹ STYR 2021/1876 Admission rules for first and second cycle education and qualifying and higher education access programmes at Lund University, paragraphs 3.3.1, 3.4.1, 3.5.1.

Bear in mind that the lowest prioritised application alternative is eliminated when you have been admitted at the maximum number of credits, regardless of whether you are admitted conditionally or unconditionally. You should therefore eliminate the course for which you consider you will not fulfil the specific entry requirements by the start of the semester. You can make eliminations in your application at least up to and including 10 days before the admission decision is published.

If you do not fulfil the specific entry requirements

If you are uncertain whether you fulfil the specific entry requirements, you are to contact the department offering the course or programme: www.lunduniversity.lu.se/faculties-departments-and-centres.

Prior learning – qualification by other means

If you lack formal qualifications for higher education, you can in certain cases apply for an assessment of prior learning.

The aim is to assess if your accumulated competence is sufficient to accomplish the course or programme you are applying for.

There are different ways to fulfil general and specific entry requirements for studies. Qualification through prior learning is one way. In the assessment of an applicant's prior learning, we look at whether the person has the potential to benefit from the course or programme by virtue of a Swedish education or education abroad, practical experience or some other circumstance (Higher Education Ordinance (1993:100), Chapter 7, Section 5, point 5, Section 8 and in subsequent paragraphs that cover specific entry requirements).

An applicant may be considered to have the conditions to benefit from first or second-cycle studies based on prior knowledge i.e. the accumulated competence a person has, regardless of how it has been obtained and regardless of whether or not there are formal grades for it. This may refer to learning that takes place outside the formal education system, within or outside Sweden, such as experience from working life or associations, political involvement, volunteer work, military service, staff training or similar.

If you wish to have an assessment of prior learning you are, in addition to applying by the application deadline at www.universityadmissions.se, to fill in the form "Application for

assessment of prior learning/for exceptions to be made”, which you can find at www.universityadmissions.se.

Complete the form according to the instructions on the Lund University webpage:

<https://www.lunduniversity.lu.se/admissions/bachelors-and-masters-studies/entry-requirements> and upload the form together with all supporting documents you cite according to the instructions at www.universityadmissions.se. Please note that the application must have been received by the application deadline.

If you have received an advance notification and/or had prior learning or an exception accepted previously for the same or corresponding course or programme, you are to enclose a copy of the notification or decision as well as the supporting documents.

The assessment of qualifications is often just the first step towards being admitted to a course or programme. As a rule, you must also compete for a study place. We therefore recommend those who lack final school grades to take the Swedish Scholastic Aptitude Test.

Assessment of qualifications and selection

In cases where there are more qualified applicants than available places, a selection must be made among the applicants.²⁰ It is important that you read the selection rules carefully and ensure that you send/upload the qualification documents that are required. The selection rules are stated in the programme syllabus, course syllabus and/or information published in the online course and programme directory at Lund University. All the applicants in each group who applied in time are ranked. Those who cannot be accepted in the selection are given a waiting list number. Certain courses and programmes offer many places to those on the waiting list in the event of cancellations, whereas others offer only a few or none at all. A place on a waiting list is no guarantee that you will be admitted.²¹

²⁰ The Higher Education Ordinance Chapter 4 section 3.

²¹ The Higher Education Ordinance Chapter 7 sections 12-23, 26-27 and 32-32a.

Place guarantee

A place guarantee means that you are guaranteed a place on a course or programme if you fulfil the entry requirements, apply by the application deadline and accept the admission decision according to the instructions. For certain courses and programmes “Place guarantee” is stated as a selection criterion.²²

Bear in mind when you prioritise that even though there is a place guarantee, you can only be admitted to a maximum of 45 credits. See the section “Full-time studies comprise 30 credits”.

Selection

For the application alternatives where a selection must be made there are sometimes specific selection criteria, which are described under each course or programme.²³ For most courses, the selection is based on three parallel selection groups: upper secondary school grades, Swedish Scholastic Aptitude Test and credits. The course description will state, for example, “Selection: grades: 34%, Swedish Scholastic Aptitude Test: 34%, credits: 32%”. The first figure states the percentage for upper secondary school grades/assessments from folk high school, the second for the Swedish Scholastic Aptitude Test and the third for credits. The selection for first-cycle study programmes is based, with certain exceptions, on the selection groups “grades: 66%, Swedish Scholastic Aptitude Test: 34%”. You can be in several selection groups at the same time.

The percentage division between the different selection groups varies between the first and second cycle but is stated in each course or programme description.²⁴

For courses and programmes aimed at new entrants, if two or more applicants have equal qualifications, the selection is based in the first instance on the results of the Swedish Scholastic Aptitude Test and in

²² STYR 2021/1876 Admission rules for first and second cycle education and qualifying and higher education access programmes at Lund University, paragraph 3.1.2.

²³ The Higher Education Ordinance Chapter 7 sections 12-12a and 26-27.

²⁴ STYR 2021/1876 Admission rules for first and second cycle education and qualifying and higher education access programmes at Lund University, paragraphs 3.2.2, 3.3.2, 3.4.2, 3.5.2.

the second instance on the drawing of lots. For other courses and programmes, the drawing of lots is used in the case of equal qualifications.²⁵

Grades

The selection groups for grades are BI, BII and BF. Information on assessment of qualifications and selection based on grades from upper secondary school/equivalent and assessments from folk high school is available at www.universityadmissions.se.

The Swedish Scholastic Aptitude Test

To be in the selection group Swedish Scholastic Aptitude Test (HP) you must have a valid HP result. The HP result is transferred automatically to the admissions system if you have a Swedish personal identity number.

If you have taken the test and do not have a Swedish personal identity number, you must send in a certified copy of the test result.

The result is valid for eight years, which means that the result is valid to the end of the calendar half-year that falls eight years after the test was taken.²⁶

Credits

Lund University applies a selection criterion based on credits. An applicant competes according to this selection criterion on the following conditions:

- If you apply to freestanding first-cycle courses, every credit is counted up to a maximum of 165 (HPGR).
- If you apply to second-cycle studies, every credit is counted from 90 up to a maximum of 285 (HPAV).
- The assessment of qualifications is based on the number of earned credits at the end of the application period.

²⁵ STYR 2021/1876 Admission rules for first and second cycle education and qualifying and higher education access programmes at Lund University, paragraph 3.1.2.

²⁶ The Higher Education Ordinance Chapter 7, sections 20-22.

- All state and municipal first and second-cycle education as well as equivalent recognised education abroad is counted. However, this does not include commissioned education, advanced higher vocational education (KY), higher vocational education (YH), foundation years or preparatory education for studying abroad.²⁷

Please note that certain older courses and programmes have not been entered in Ladok and are therefore not counted automatically.²⁸ If this applies in your case, you must enclose your qualifications.

Information on what is registered about you is available at www.universityadmissions.se, after logging in, under the tab “My pages”.

If you want to cite higher education studies from abroad, you are to add the supporting documents according to information at www.universityadmissions.se.

Credits earned within the framework of exchange agreements with Lund University are to be reported in Ladok or substantiated by transcripts in order to be counted.²⁹

Applying with a qualification background from abroad

Information on qualification assessment and selection for those with a qualification background from abroad is available at www.universityadmissions.se.

Other grounds for selection

Selection with consideration for special reasons

Applicants may in exceptional cases be admitted with consideration for special reasons, which means that the applicant is compensated in terms of qualifications in a selection group for a course or programme

²⁷ STYR 2021/1876 Admission rules for first and second cycle education and qualifying and higher education access programmes at Lund University, paragraphs 3.1.2, 3.2.2, 3.3.2, 3.4.2, 3.5.2.

²⁸ Förordningen (1993:1153) om redovisning av studier m.m. vid universitet och högskolor. (Ordinance (1993:1153) on reporting of studies etc. at higher education institutions. Not in English).

²⁹ Förordningen (1993:1153) om redovisning av studier m.m. vid universitet och högskolor. (Ordinance (1993:1153) on reporting of studies etc. at higher education institutions. Not in English).

applied to at Lund University. When selection with consideration for special reasons is applied, the special reasons cited by the applicant are to be taken into account according to the following:

1. that the applicant's qualifications cannot be assessed in a suitable way according to the stated selection criteria i.e.

- medical or similar cited reasons that the applicant has no control over and that have negatively affected/limited their competitive situation in terms of upper secondary school grades or HP selection. One condition is that the cited reasons have not been compensated for previously.

or

- reasons that limit the choice of study location or education

and

2. if the applicant, through previous education, working life experience or some other circumstance has specific knowledge or other special prerequisites for the course or programme.

Please note that it is thus required that the applicant fulfils reasons under points 1 and 2 to be considered.^{30 31}

The selection with consideration for special reasons does not involve any testing of the applicant's potential to complete the course or programme in question or pursue a certain profession. The Admissions Board conducts an overall assessment of the reasons and qualifications in relation to the choice of course or programme. For a special reason to be taken into account, the following conditions are to be fulfilled:³²

- You have applied at www.universityadmissions.se by the application deadline.

³⁰ The Higher Education Ordinance Chapter 7, section 16.

³¹ STYR 2021/1876 Admission rules for first and second cycle education and qualifying and higher education access programmes at Lund University, paragraph 3.2.3.

³² STYR 2019/798, item §51.

- You fulfil the entry requirements for the course or programme you have applied to.
- You have applied to Lund University as first, second or third choice.
- Your merit rating for grades and/or HP does not deviate to a great degree from what is normally required for admission to the course or programme. For selection groups BI and BII, the deviation is to be no more than 1.5 in merit rating and in selection group HP, the test result is not to deviate by more than 0.2. The comparison is made against the same course or programme for the corresponding semester the previous year.
- You have not been compensated previously for the cited reasons (e.g., extended writing period for the HP test) and have used the options available to improve your competitive situation.

Consult in advance with the study counsellor responsible for the course or programme to determine if it may have components that involve certain physical requirements.

If you consider that you should be eligible for selection with consideration for special reasons, you are to send the following to Lund University: a justification in writing along with all certificates and supporting documents that substantiate the type and degree of the reasons you want to cite. The address is: Lund University, Admissions Board, Box 117, 221 00 Lund.

- All documents are to be received by Lund University by the application deadline.
- All copies of certificates/documents are to be certified as true copies (certification means that a person, other than yourself, certifies that the copy matches the original by signing the copy with their name, writing their name in block capitals and adding their contact details)
- Certificates regarding dyslexia are to contain detailed data from the test result.

As a rule, all documents enclosed with the application are considered to be public records. The decision about a request for selection with consideration of special reasons is communicated via your admission decision. If your request is granted, you receive a standard increase in your existing qualifications to thereby provide better conditions for

obtaining a place in the selection. The increase is the same for all, regardless of the course or programme applied for.

Decisions regarding selection with consideration for special reasons are included with the admission decision and cannot be appealed.

Full-time studies comprise 30 credits

Full-time studies comprise 30 credits and part-time studies 15 credits. Courses are normally 7.5, 15 or 30 credits. If you are admitted to 45 credits, you are eliminated from lower prioritised alternatives even if an underlying course has a place guarantee.³³ This means that if you prioritised three courses each worth 7.5 credits as first, second and third choices (a total of 22.5 credits) and are admitted to all three, you cannot be admitted to the full-time course or programme that was your fourth choice. As full-time studies comprise 30 credits, this exceeds 45 credits.³⁴

If you wish to apply for an exemption in order to be admitted to more than 45 credits, the application is to have been received by the Admissions Board by the application deadline. The application is to be emailed to: antagningsnamnden@stu.lu.se.

An exemption may be possible if you need to be admitted to more than 45 credits and it means that you are to transfer credits from previous studies within the course you are applying to. An exemption is not granted solely because you have the motivation and desire to study more.

Admission decision and response

You will receive an email message stating that your admission decision is available on “My pages” www.universityadmissions.se.

Your admission decision will state if you have been admitted, admitted conditionally, placed on a waiting list or eliminated from the courses or programmes you have applied for. All those who are

³³ The Association of Swedish Higher Education Institutions: Reviderade rekommendationer rörande antagningssystemet NyA Dnr 59 07 2007 10 (Revised recommendations concerning the admission system NyA. Not in English).

³⁴ The Higher Education Ordinance Chapter 6, section 2.

qualified, but have not been admitted, are placed on a waiting list. It is important to read the messages published on “My pages” at [universityadmissions.se](https://www.universityadmissions.se).

Your admission decision will state your number on the waiting list and how many people are in your selection group. You may be placed in several selection groups and therefore have several waiting list places for the same course or programme.

You are responsible for ensuring that you receive the admission decision. You may need to check your junk mail to ascertain whether the message has ended up there. If you have not received your admission decision before the response deadline, you are to contact the Admissions Service via +46 771 550 720, during their telephone hours, at the latest on the response deadline day, so that you can respond in time. See “Key dates and deadlines” <https://www.universityadmissions.se/en/key-dates-and-deadlines/>

Response requirement for admission decision 1

In the admission rounds that have 2 selections there is a response requirement for admission decision 1.³⁵ This applies for the following admission rounds:

- Autumn semester
- Spring semester
- Artistic programmes in music

It is important that you follow the instructions on how to accept your admission and/or waiting list place. This is stated in your admission decision and/or the message published on “My pages” at [universityadmissions.se](https://www.universityadmissions.se). It is also possible to reply by post but bear in mind that your response must have been received by the response deadline. The address is available at: www.universityadmissions.se.

³⁵ STYR 2021/1876 Admission rules for first and second cycle education and qualifying and higher education access programmes at Lund University, paragraph 2.5.

If you do not have access to the internet and would like to amend your response, contact the Admissions Service via +46 771 550 720, during their telephone hours, at the latest on the response deadline day.

How to respond

The general rule is that you remain as admitted to a maximum of 45 credits, and in addition you may remain on a waiting list to a maximum of 165 credits. If you have not been admitted to a course or programme, you may remain on a waiting list to a maximum of 210 credits.

A maximum of 210 credits are processed in the second selection. If you have accepted more than a total of 210 credits, the alternatives are eliminated from the bottom up according to the prioritisation you made in the application, until 210 credits remain. There is then a risk that you may lose a study place that you would prefer to keep.³⁶ If you apply to a full-time programme, this comprises 30 credits.³⁷

Admission decision 2

A second admission decision is only sent out for admission rounds with a response requirement.

The results of the second admission round are communicated to those admitted and those on waiting lists who have accepted a course or programme they applied for. In the second selection, you are assessed according to how you responded to admission decision 1.

If you are admitted to a higher prioritised course or programme, you are eliminated from lower prioritised alternatives, even if you were accepted for these in the first selection, if together they exceed 45 credits. This applies to the admission rounds stated above.³⁸

³⁶ The Association of Swedish Higher Education Institutions: Reviderade rekommendationer rörande antagningssystemet NyA Dnr 59 07 2007 10 (Revised recommendations concerning the admission system NyA. Not in English).

³⁷ The Higher Education Ordinance Chapter 6, section 2.

³⁸ The Association of Swedish Higher Education Institutions: Reviderade rekommendationer rörande antagningssystemet NyA Dnr 59 07 2007 10 (Revised recommendations concerning the admission system NyA. Not in English).

If you have been admitted and wish to take up your place or want to remain on the waiting list, you do not need to reply. Only in exceptional cases can a higher education institution ask you to respond to this decision. If this is the case, the instructions will state what you are to do.

Cancellation

If you have been admitted or placed on a waiting list for a programme or course, but are no longer interested in the place, you are to cancel. You cancel by logging in to “My pages” at www.universityadmissions.se and following the instructions.

It is important that you cancel, so that your place can be made available to another applicant. This also means the University is informed that you will not be participating and can remove you from any contact lists.

Revocation of an admission decision

If a person in connection with an application has submitted incorrect or misleading information, an admission decision or decision to place someone on a waiting list may be revoked by the University pursuant to the Administrative Procedure Act (2017:900).³⁹

Cancelled courses and programmes

A course or programme iteration is run on condition that resources are in place and the number of qualified applicants is sufficient to implement the iteration in question. If there are special circumstances, the responsible faculty or equivalent may decide to cancel a course or programme iteration.⁴⁰ The decision to cancel a course or programme iteration due to an insufficient number of qualified applicants is always to be made before the selection and admission decision for the course or programme.

³⁹ STYR 2021/1876 Admission rules for first and second cycle education and qualifying and higher education access programmes at Lund University, paragraph 6.5.

⁴⁰ STYR 2021/726 Rules on the allocation of decision-making powers and the right to sign agreements at Lund University.

In the case of the University having to cancel a course and programme iteration due to other special circumstances after the admission decision, the University undertakes to immediately inform those admitted and, as far as possible, offer those admitted an adequate alternative. One condition for cancelling a course and programme iteration after the admission decision is that the specific admission decision has a revocation clause.⁴¹

This means that Lund University recommends that you apply for more than one course or programme.

Deferment of studies

If you have been admitted to a course or programme but cannot take up your place due to circumstances over which you have no control, you may in an exceptional case be granted a deferment of studies.⁴² Military service, illness or non-granted leave of absence for studies are possible reasons for granting a deferment.

You must immediately send an application for a deferment of studies to the department offering the course or programme:

www.lunduniversity.lu.se/faculties-departments-and-centres.

Remember to enclose a certificate that substantiates the reasons.

You must also ACCEPT the offer of a place at www.universityadmissions.se. A decision on deferment is taken at Lund University by the faculty or the relevant department that offers the course or programme.

If you are granted a deferment of studies, you must follow the instructions you received in connection with the granting of the deferment, in order to take up your place.⁴³

⁴¹ STYR 2021/1876 Admission rules for first and second cycle education and qualifying and higher education access programmes at Lund University, paragraph 2.2.

⁴² The Higher Education Ordinance Chapter 7, section 33.

⁴³ The Higher Education Ordinance Chapter 12 point 8; Administrative Procedure Act Section 33:2.

Semester start dates

The dates are determined per academic year in September the year before the semesters start.

Autumn semester 2023: starts, unless stated otherwise, on 28 August 2023 and ends on 14 January 2024.

Spring semester 2024: starts, unless stated otherwise, on 15 January 2024 and ends on 2 June 2024.

If you are uncertain about the dates that apply for your specific course or programme, you are to contact the department.

List of all the departments: www.lunduniversity.lu.se/faculties-departments-and-centres.

A student account is required for registration

Read important information concerning the start of the semester at: www.lunduniversity.lu.se/current-students/new-students.

In order to start the course or programme, you must first create a student account. You must then register for the course or programme. You will lose your place if you do not register within the set period and participate in the compulsory introductory meeting.

Compulsory introductory meeting/roll call/registration

Information on how to claim your place and begin your course or programme is to be sent out by the departments in good time before the start of the semester. If you have not received an email from your department, you must find out this information yourself, either by visiting their website or contacting the department personally.

You must follow the instructions that apply for your course or programme. This may, for example, concern participating in a compulsory introductory meeting or roll call, or you having to register within a certain period. You will lose your place if you do not follow the instructions for the course or programme.

Good to know

Questions about my admission

You can find the answer to many questions without speaking to an administrator.

- At www.universityadmissions.se, you can find all the important information on admissions. At www.uhr.se you can find statistics relating to admissions.
- If you have any questions concerning applications and admissions in general, you can call the Admissions Service +46 771 550 720 or fill in the email form at: www.universityadmissions.se
- Answers to questions on specific courses and programmes, e.g. content, timetable, required reading, course duration, syllabi, entry requirements etc., can be found on the course or programme home page. If you want further information, contact the relevant department or faculty at Lund University.

You can find contact details and links to department webpages at <https://www.lunduniversity.lu.se/institutes-and-research-centres>

Online contact form for the Admissions Office at Lund University email form: <https://www.lunduniversity.lu.se/form/contact-lund-university-admissions-office>

Register processing

Information that has been submitted in connection with applications for admission to a course or programme and data about studies will be processed automatically in a register (the Ladok registration system). Provisions concerning the register are included in the ordinance (1993:1153) about reporting of studies etc. at higher education institutions.

The purpose of the register, according to the above-mentioned ordinance, is to ensure that data about applicants to courses and programmes, previous studies, grades from courses and programmes, and degrees is preserved. The data is also to form the basis for follow-ups and evaluations, admission of students, administration within the University, electronic disclosure of data to certain recipients listed in the ordinance, official statistics and resource allocation. The register may also be used for research.

You have the right, free-of-charge, once per calendar year, to request information about your personal data that is processed at Lund University. Send a signed request to the Admissions Office, Box 117, 221 00 Lund, if you want to know if Lund University processes personal data about you. You also have the right to request corrections of personal data.

Please note that written communications (email, regular post or fax) with the University become public records. Lund University (address: Box 117, 221 00 LUND, tel: +46 46 222 00 00, email: registrator@lu.se, fax: +46 46 222 42 32) is the personal data controller for the processing of personal data in the student register.

The Swedish Scholastic Aptitude Test

You can find information about the Swedish Scholastic Aptitude Test at www.lu.se/studera/anmalan-och-antagning/hogskoleprovet.

New rules

Stricter rules for all applicants who do not fulfil the general entry requirements by 1 July 2025.

Applicants with final grades from 2010 and onwards

must have a pass grade (E) in Swedish 1, 2 and 3 or Swedish as a second language 1, 2 and 3, English 5 and 6 and Mathematics 1, or a grade of Pass in equivalent older courses (please note that there is no equivalent course for Swedish 3). You must also fulfil the requirement of a lowest grade of Pass in at least 2,250 upper secondary school credits.

Applicants with final grades before 2010

must have a pass grade (E) in Swedish 3 or Swedish as a second language 3, English 6 and Mathematics 1, or equivalent older courses (please note that there is no equivalent older course for Swedish 3). You must also have a lowest grade of Pass in courses corresponding to 90% of what is required for final grades from a complete programme at upper secondary school.

Applicants with final grades before 1997

must have a lowest grade of E in Swedish/Swedish as a second language 3, English 6 as well as Mathematics 1, or equivalent older courses/subjects (please note that there is no equivalent older course/subject for Swedish 3).

Read more at: www.universityadmissions.se

APPENDIX 1

DECISION

REG. NO
STYR 2022/1928

Date 13 October 2022

Time to apply for first and second-cycle studies

- Key dates such as when online applications open, the deadline for paying application fees or substantiating exemption from fees, deadline for submission of supporting documentation, publication date for admission decisions with response requirement and the response deadline are determined by the Swedish Council for Higher Education (UHR) in the nationally coordinated admission rounds. This applies for admissions in the following admission rounds:
- Autumn semester
- Spring semester
- International courses and programmes with English as the language of instruction
- Continuing professional development courses
- Summer courses

Relevant dates for the next admission rounds above are available at:
www.universityadmissions.se

Lund University's Admission Rules regulate the application deadline for first and second-cycle courses and programmes.

- The application deadline for courses and programmes with Swedish as the main language of instruction is 15 April for the autumn semester and 15 October for the spring semester.
- The application deadline for international courses and programmes with English as the language of instruction is 15 January for the autumn semester and 15 August for the spring semester.
- The application deadline for continuing professional development courses is 15 March for the autumn semester and 15 September for the spring semester.

- The application deadline for summer courses is 15 March.

If the application deadline falls on a weekend or public holiday, the next working day applies instead.

Lund University coordinates admissions to artistic programmes in music and theatre with other higher education institutions. The dates of these admission rounds are available on the relevant department's webpage – Malmö Academy of Music and Malmö Theatre Academy – before the admission round opens. The application deadline for artistic programmes in music and theatre is 15 January for the autumn semester.

Regarding the Bachelor's and Master's artistic programmes in fine arts, the application deadline is 1 March for the autumn semester.

The dates for these admission rounds will be announced on the Malmö Art Academy webpage before the application period opens.