



**LUND**  
UNIVERSITY

DECISION

11 June 2015

Reg. no STYR 2015/739

Vice-Chancellor

## **Regulations for organising contract education at Lund University**

### ***Background***

Lund University's policy on contract education outlines the intended long-term orientation as well as overall positions and priorities.

Lund University Commissioned Education (LUCE), part of the division of External Relations, provides support for contract education.

Lund University adopts the following regulations with the support of Chapter 2 Section 5 of the Higher Education Act (1992:1434).

### ***Decision***

The University has decided that

- all planning, development and implementation of contract education is to take place within the framework of regular employment.
- all signing of agreements concerning contract education, as well as archiving and registering of agreements, is to be done by LUCE.
- all invoicing of contract education to clients is to be done by LUCE.
- LUCE is responsible for quality assurance of contract education management at Lund University
- LUCE is responsible for reporting contract education courses that exceed 60 credits to the Swedish Higher Education Authority (UKÄ).

The decision on this matter was made by the undersigned Vice-Chancellor in the presence of Head of Administration, Susanne Kristensson, after a briefing by the Head of External Relations, Margareta Nordstrand. The Head of LUCE, Susanne Norrman, participated in the processing of this matter.

Thorbjörn von Schantz

Margareta Nordstrand  
(Division of External Relations)

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