FAQs - from the Second year onward

for PhD students in Economics at Stockholm University

Contents

1 Second Year

1.1 Studying abroad

1.1.1 Why do I need to think about it earlier?

It is a good idea to start planning where you want to go (and why) roughly a year in advance because of the application for funding. For example, the deadline to apply for the Hedelius scholarship (see below) is usually in September (the year before!), and decisions are announced in late November or early December. Therefore, it is highly recommended to start thinking a bit earlier (like during the first year's summer vacation).

1.1.2 Going abroad: how does it work in general? In the 3rd or 4th year, what is advisable? Why? And what do I need to keep in mind before applying?

- Most students go abroad in the third or fourth year of their PhD. They may take courses or work with researchers who are specialists in fields that are not well represented in Stockholm. As a generalization, the former is more common if you go in the third year, and the latter if you go later. In practice it often ends up being a combination of both. Other advantages of spending time at another institution are of course to make contacts with researchers and fellow PhD students, who may become collaborators in the future. To mention some drawbacks with going abroad, the whole process of moving and settling in a different country, and then resettling in Stockholm again, will likely take some extra time and effort (although perhaps well spent). A rough estimate is that one third of the PhD students in Stockholm spend some time abroad during their studies.
- Spending some time (normally half a year or a year) at another university during your PhD may be a useful experience. There are two ways you can do this.
- One alternative is to go to one of the collaborating universities within the ENTER program. This program is "a cooperative venture between eight leading European Economics Departments". The program supports exchange between these universities through PhD student exchanges and other activities – have a look at the website for more information: `http://www.enter-network.org/1/news.html`
  The ENTER reference person is the same for students at the Department, the IIES and SOFI, usually a PhD student from the Department. For the a.y. 2015/2016 the ENTER coordinator will be Jonna Olsson.
- In theory you should be able to visit any of the other institutions without paying any fee, although in practice this seems not to be always the case. Talk to the ENTER coordinators for more information about the funding situation.
- The other (most common) alternative is to apply to some other economics department on your own initiative. Many departments have formalized application processes for research student exchanges, but with some places it is possible to visit only if you have some sort of contact with someone in the faculty there. Having said that, it is always a good idea to get in touch with a faculty member at the institution you want to visit beforehand (if they have a connection with your supervisor this could be a good starting point). So far, students have been, for instance, to Harvard, MIT, UC Berkeley, Princeton, Yale, Columbia, Toronto, and LSE.
- This second procedure requires funding, so that you can pay for tuition as well as living expenses while abroad. Many students travel abroad on Hedelius scholarship (see below). In general, these scholarships cover any tuition fees required by the department in question, and often also living expenses.
- There are other sources for funding. For example, the Sweden-America Foundation provides a scholarship: `http://www.sweamfo.se/`. The deadline is usually in September.
- The deadline for the application for each university differs across universities and statuses. Notice that, in general, each university has two statuses (except for at least LSE). If you would like to take courses, you may need to apply for Special Student status (though the name differs across universities). In contrast, if you would like to focus on your thesis works, you may need to apply for Visiting Student status (again the name differs). For example, the deadline for Princeton is in December, Harvard is in March, and Yale is in July if you apply for the former status. In contrast, it is most likely that there is no official deadline for Visiting Student status (except for at least Harvard which has the same deadline as special student).

- The application process could be either formal or informal. That of Harvard and LSE, for example, is more formal and every procedure is done online, while that of MIT is very informal and you cannot go there without finding a sponsor.
- Tips: Even if the deadlines will not be soon, it is a good idea to talk with your mentor or supervisor early about your future plan of going abroad. Perhaps, s/he can contact a person at the department or university that you want to apply to. Sometimes the application requires a sponsor who will in theory take care of you while you're staying abroad (e.g. UC Berkeley). (However, if you apply for a special student status, it is less likely that your sponsor will take care of you unless you are working together.) The later you talk with your supervisor or mentor, the less likely you are to find a sponsor, because other students will have "taken" the potential sponsors. The best timing for talking to your supervisor or mentor (or other senior faculty who may be well connected and willing to help you) may be right after you get the result from the scholarship.
- If you apply for an American university as a special student, you may need to take courses according to the US regulation. It is most likely that the former status requires a so-called F-1 visa, while the latter a J-1 visa. The former visa requires for each student to be a full-student at the university that you belong to. However, in practice there are often other ways of getting the required course credits. It is a good idea to find and talk to other students who have previously visited the same department to find out more about the process there.
- The process of applying to a university and doing all the formal paperwork is confusing and tedious. It is a good idea to find and talk to other students who have previously visited the same department to find out more about the process there. This can at least help you figure out whom at your university of choice to contact for further questions and may save you a lot of time.

1.1.3 What is the Hedelius scholarship, when and how do I apply?

- Hedelius Scholarships are given for doctoral studies in business, economics, economic history, human geography or econometrics to financially enable students to study and do research at a foreign (top-ranked) university. Notice that you need to apply separately to the universities that you want to go to: this scholarship just helps you financially. The application deadline for the Hedelius scholarship is usually in the beginning/middle of September (for the successive a.y.).
- The chances of receiving the money are very good (based on past experience) and it is very generous since it covers all costs that you incur: costs of living (travelling expenses, board and lodging), insurance, fees (tuition and admission).
- It is possible to use the money one year later than you originally applied for: if you apply at the beginning of your second year, you can use the scholarship to go abroad during your third or fourth year. And you can apply a second time, if you did not succeed. So, every first year student who plans to go (or is thinking about doing it) in the 3rd or 4th year should apply at the beginning of the 2nd year. There is almost no reason not to do it!
- The application is sent in electronically by creating an account at `http://www.forskningsstiftelserna.3ddata.com/page.asp?pagegroup=login`. Filling in the application is not straight-forward, so it might help to check the application of older students.
- NOTE! If you receive and accept the Hedelius scholarship this means that you will "lose" 6 months of your guaranteed funding from the Department of Economics. That is, you are granted 4 years of funding for the PhD from the Department, but while you are abroad you will not receive your salary from the Department (only from the Hedelius scholarship). Since the Department commits to extend of 6 months the funding for students that go abroad, you will have secure funding for 4 years and half if you go abroad, but the Department will pay only for 3 years and half. Talk to Anita Karlsson and make sure you get as much out of the guaranteed funding as possible, e.g. if the academic year abroad is only 9 months, make sure you are officially studying abroad (with Hedelius money) only 9 months and not 12, since then you are entitled to 3 more months from the Department compared to the case when you are officially studying abroad for one whole year. Different rules (more on a case by case base) may apply for the IIES, and Christina Loennblad can provide you with more information about it.

1.1.4 When and how do I get results from the Hedelius abroad scholarship application? Do I need a Handelsbanken bank account to be able to receive the money?

You get the result from you application at the end of November/beginning of December by mail. You dont need a bank account at Handelsbanken in order to receive the money, for instance Nordea or SEB are also fine.

1.2 Courses

1.2.1 Do all announced second year courses take place?

No. In order for a course to take place, there must be at least five students signed up to take the course. Courses are sometimes cancelled for this reason. Courses can, of course, also be cancelled for other reasons, but that is not very common.

1.2.2 How many credits do I need to get?

In order to graduate, you need to obtain 105 credits in total. The first year consists of eight courses which provide you 60 credits if you pass all of them. You need to take at least other six full-time courses during the program to satisfy the criteria.

1.2.3 Is it advisable to take all field courses in the second year?

Not necessarily. During the second year, you should get started with your own research. The field courses are a very important way to get into a research field and get research ideas. But it is also good to have some time to start working on your own research. The course program varies somewhat from year to year, so this can also be a reason to take some courses later.

1.3 Supervisor

1.3.1 How do I choose a supervisor?

- At the end of the first year/beginning of the second year, you should start to think more carefully about your research interests, and which professors you would like to work with or to have as supervisors.
- There is no common rule to choose a supervisor, but the starting points should be common research interests, and personal attitudes. At the end, it will be a mutual decision.
- The process to find a supervisor usually takes time. A supervisor should be chosen before the end of the second year. But it is advisable to start to think about it well in advance.
- There is no formal requirement to have a supervisor from your same institution (Department, IIES or SOFI). However, in practice, it is advisable to have at least one between supervisor and co-supervisor from your same institution. This is related to funding, but also to time constraints: it can happen that professors prioritize students from their same institution if their time is limited. So, when you choose your supervisor, check with him/her if s/he is willing to supervise you even if you are not a student from his/her same institution.

1.3.2 Supervisors presentation

In order to help students in this decision, a supervisors presentation is organized at the beginning of the second year. This is an information meeting where faculty members talk about their research and the fields that they wish to supervise.

1.4 Being a PhD student at SOFI or IIES

1.4.1 Why should I know about SOFI and the IIES?

During your second year, you may also start to think about where to belong (Department, IIES, or SOFI) during your third, fourth and fifth year. This is related to the choice of your supervisor and co-supervisor, and in general to the research field(s) that you are interested in.

1.4.2 What is the SOFI, what do PhD students do there, how and when do I apply?

- The Swedish Institute for Social Research (SOFI) has been around since January 1st, 1972, and is part of the social sciences faculty at Stockholm University. It is an interdisciplinary institution: there are both economists and sociologists among its approximately 70 members, and SOFI has close ties with both the economics and the sociology department. The main focus of research at SOFI is on education, labor market, welfare state analysis, and immigration. Most research work is empirical.
- If you become interested in teaming up and intend to focus your research on a topic that overlaps with research done at SOFI, you can contact one of the professors, or some other member of the research staff at SOFI. If you find a supervisor from SOFI, you may consider to became a PhD student at SOFI. There is no formal schedule on how and when to apply for a position as PhD student at SOFI.
- PhD students at SOFI are usually involved in ongoing projects of their supervisors. They might be asked if they are interested in teaching (i.e. labor economics on an undergraduate level), but teaching is not mandatory.

1.4.3 What is the IIES, what do PhD students do there, how and when do I apply?

- The Institute for International Economic Studies (IIES) is a research institute at Stockholm University, founded in the early 60s. Its main objective is "to produce outstanding research in Economics with maximal international impact". The faculty of the IIES includes a number of well-known Swedish economists, such as Torsten Persson, Per Krusell, Assar Lindbeck or Harry Flam.
- To be admitted as graduate student at the IIES, you have to apply through an application process, which usually takes place once a year in June (in some years, you can also apply in January). You are notified by email when the application period starts. You can also check the IIES webpage for vacant positions: `http://www.iies.su.se/about-us/vacancies`. Note that students who are RAs at the IIES during their first two years must also apply in order to join the IIES after the second year.
- Students typically start at the IIES in their third (or fourth) year, as you are supposed to have taken most of your second-year courses before you apply. But in few cases students at the end of their first year has been admitted, so you can give it a try when you feel it is the right moment for you.
- If you are interested in Political Economics, Development Economics or Macroeconomics, you should consider applying. For other topics (e.g. Trade or Applied Labor), the department may be the better match. While being at the IIES has also some general advantages (for example, better placement of students on the job market, faculty and students having their offices on the same floor, much better coffee), don't apply just for the sake of applying. Talk to older students and professors and make sure that the IIES provides the best academic environment for you.

1.5 Salary and teaching

1.5.1 What kind of salary system do we have at the Department?

- Our salary system is very complicated. This is how it works at the Department: Usually the first year students are financed by various scholarships but at the end of the first year/at the beginning of the second year you have two choices: whether to teach or not, and how you want to be paid for teaching.

- The first thing to know is that there are two forms of payment. The first one is a stipend called "Utbildningsbidrag". Utbildningbidrag for the usual second year student amounts to 15.500 SEK per month. The second one is a regular salary (with retirement benefits and more) that you get if you are employed by the department holding a so called "Doktorandtjǻnst". This salary rises with the degree of completion of your PhD so that 3rd year students are paid 22.600 SEK monthly, 4th year students are paid 24.700 SEK monthly and there is also a third, higher level around 26.000 monthly (since May 2011).
- Based on these two payment categories, there are three payment schemes that you can choose from for the remainder of the PhD.
- First, you can choose not to teach. In that case you get 100% of the "default payment" during the second, third and fourth year. The second year the default payment is "Utbildningsbidrag" while the third-fourth year you are typically hired by the department, the default payment is instead the salary (22.600 in the 3rd year and 24.700 in the 4th).
- Second, you can teach and get 100% of the "default payment" for each year (as described above) plus an hourly wage for teaching on top of that (see below for the amount of hourly wage).
- Third, you can teach and extend your funding beyond the 4th year. In this case, you are regarded as a part-time student, only studying 80%, and are employed on "Doktorandtjǻnst" for the remaining 20%. Your payment is accordingly: you get 80% of the "default payment" for each year and 20% salary. In the second year you will thus get 80% "Utbildningsbidrag" and 20% salary, which will be 21.600 in the second year. In the remaining two years you are simply paid the salary for "Doktorandtjǻnst". In addition you "save up" for one additional semester of funding during which you will also be paid the salary according to "Doktorandtjǻnst" (and by then you will be in the highest bracket). In order to extend funding for six months beyond the fourth year, you need to teach 35 hours for two years (thus 70 hours in total). If you teach less, then the extension period will become shorter accordingly.
- The main point of choosing the third option is for a security reason: If you cannot graduate within four years, which most students cannot, you have saved up for another semester of funding until you hopefully find other financial support for the continuation of your PhD. However, there is a drawback (of course). If you choose the third option, and then leave the department or get another type of funding, then you will not be able to receive the money you "saved up" while teaching, and therefore your teaching experience is just for your CV. There are many ways in which this could happen, for example if you move to the IIES or SOFI for the last years of your PhD or if you get external funding for a research project, or if you manage to complete your PhD within 4 years. In all of these cases you will still get the 80%+20% funding scheme described above while you are at the department but you will not get the extra semester of funding that you "saved".
- Despite its riskiness, some students still choose the third option. It is highly up to you. Once you enter IIES, for example, you will no longer get a salary from the department, but you will get a non-taxable grant which is 18,000 SEK in 2011-12.
- If a person teaches for one calendar year, or tax year, and if the amount does not exceed some 20,000 SEK per year (which is an approximate amount for teaching one semester), then the wage from teaching is non-taxable. Note that this does not apply for those who get funding from the department because the total amount exceeds that amount anyway. This applies especially for the students who get non-taxable scholarship for financing.
- Tips: It will facilitate future funding if you choose your supervisor from the same department that you will belong to. Since you can have two supervisors it may be strategic to choose at least one of them from your own department.

1.5.2 Does this same salary system apply to students at the IIES?

- No. Students from the IIES receive the full salary if they teach, but they cannot have the possibility to extend their funding. This is due to the fact that students at the Department and students at the IIES are funded with two completely different (and separated) schemes.

- IIES students also receive 50,000 SEK per year as insurance money of which at least 50% must be invested at Handelsbanken. The rest can be saved. This is a compensation for being unable to deposit for your pension since the fund is a non-taxable grant. On top of that, they have access to travel costs (25,000 SEK per year). This cost is different from the similar support provided by the department (see below).

1.5.3 Is teaching mandatory?

No (see below). But there are several reasons to do it. First, if you are at the Department, to extend your funding (third option above). More generally, it can be seen as a formative experience, especially if you do it at the PhD level and you are interested in an academic career.

1.5.4 How much is the hourly wage if you calculate it?

- If you choose to teach but not to extend your funding (second alternative above), you get paid about 450 SEK per hour in the classroom. This should also cover preparations of classes, correcting problem sets, and answering questions from students over email etc. For each hour in the classroom two hours of this type of work is supposed to be covered, giving an effective hourly wage of around 150 SEK. How much time that is actually spent on preparations etc. can vary a lot depending upon person but probably most importantly course and course level. For example, teaching Econometrics and/or Empirical Method is counted as 1.5 hour per hour.

- If you choose to teach and to extend your funding (third alternative above), the hourly wage with mandatory teaching in year 2 and 3 is not as straightforward. With this scheme you get 80% "Utbildningsbidrag" and you are employed at 20% as teaching assistant. This gives you about 1000 SEK more a month during the year as compared to 100% "Utbildningsbidrag". The effective hourly wage of the teaching will however be lower as compared to the 150 SEK you get in the voluntary teaching scheme.

1.5.5 How do I report my teaching?

The document is found on Mondo, under PhD information/Resources/Forms. For more information contact Anne Jensen.

1.6 Seminars and study groups

1.6.1 Seminars at the Department, the IIES, SOFI and SSE (when are they, what happens at a seminar, who can attend, why attending?)

- Department: Tuesdays and Thursdays, 13.00-14.15, Pareto room. Webpage: `http://www.ne.su.se/english/about-us/events/seminars-brown-bags`.

- IIES: Tuesdays and Thursdays, 15:00 - 16:30, IIES seminar room. Webpage: `http://www.iies.su.se/about-us/seminars-other-academic-events`.

- SSE: Wednesday, 15.30-16.45, room 750. Webpage: `http://www.hhs.se/en/Research/Departments/DE/seminars-in-economics`

- SOFI (Labor Economics): Thursdays, 10.00-11.15, F800. Webpage: `http://www.sofi.su.se/pub/jsp/polopoly.jsp?d=5750&a=19839`

- SULCIS (Stockholm University Linnaeus Center for Integration Studies): first Monday of every month, 13:00-14:30. For more information, please contact Alireza Behtoui, Alireza.Behtoui@ceifo.su.se, or Christer Gerdes, christer.gerdes@sofi.su.se .

- For all the seminar series, other dates/times may occur, so it is always good to check the webpages, or to register in the email list(s) that circulate information about seminars.

- All the seminars are open to everyone. It is a good chance to know the current research frontier, to appreciate different presentation skills as well as to see how they deal with tough questions.

1.6.2 Brown Bag Seminar/Lunch Seminars (when are they, what happens at a seminar, who can attend, why attending?)

- Department: Tuesdays, 12.00-13.00, Pareto room. Webpage: `http://www.ne.su.se/english/about-us/events/seminars-brown-bags`.
- SSE: Mondays, at 12.05. `http://www.hhs.se/en/Research/Departments/DE/lunch-seminars/`
- IIES: Mondays, 12.00-13.00, IIES seminar room. Webpage: `http://www.iies.su.se/research/seminars/seminars-other-academic-events`.
- Everyone is welcome to listen. Work that is presented can be at an early stage. If you want to give a presentation yourself, it is expected that you come at least to a few other presentations in the same term. If you would like a certain faculty member to be present at your presentation it might be a good idea to contact this person before.

1.6.3 Student Research Groups (what are they, what are they for, which ones exist and who to contact)

- There are various research groups launched by PhD students and supervised by professors from both the Department and the IIES. The study groups can take different forms: presentations of our own papers and research proposals, or discussion of important and frontier papers, or even casual talk about the research ideas as well as progress, etc. The study groups are where the PhD students can communicate their research with each other and with professors, formally or informally, where the research ideas can be enlightened, where the cooperation is encouraged, where the research capability is steadily improved through multilateral help.
- Macroeconomic Reading Group The Macroeconomic Reading Group is a platform for students interested in macroeconomics to read and discuss recent frontier research and classic papers within the broad field of macro. Students volunteer to present papers of their own interest or papers that they belief would be of interest to the group, or, preferably, both. The group meets every Friday at 10:30 in the IIES seminar room. The presentation and discussion generally lasts about one hour, and afterwards group members often continue lively discussions over lunch. Those interested please contact Josef Sigurdsson, josef.sigurdsson@iies.su.se, or Jonna Olsson, jonna.olsson@ne.su.se.
- Macroeconomic Study Group The macro group meets irregularly, by demand of participating students and given availability of academic staff. In each session, lasting around one hour, students give presentations on their research ideas and ongoing projects. John Hassler and Per Krusell from IIES are the associated supervisors of this study group. All academic staff at IIES that work on macroeconomics can participate. In order to join the group, you need to be a student of either John or Per. If you want to join the group, please contact the organizer, Niels-Jakob Harbo Hansen, nielsjakobharbo.hansen@iies.su.se, or John or Per directly.
- Development/Political Study Group The development/political group meets roughly every two weeks, one hour each time (or longer). It is mainly supposed to be a platform for research projects at very early stages. If none is presenting his own work, a reading group is organized instead. Any PhD student who is interested in development/political economics is warmly welcome to join. The meetings usually take place in the IIES seminar room or in Pareto room. If you are interested, please contact Anna Aevarsdottir (anna.aevarsdottir@iies.su.se), Selene Ghisolfi (selene.ghisolfi@ne.su.se) or Serena Cocciolo (serena.cocciolo@iies.su.se).

1.7 Summer schools and internship

1.7.1 Why is it recommended to join a summer school?

In the end of your second year, you will perhaps feel like to develop, for example, your programming skills (Matlab, Stata), or to deepen your understanding of a subject further. Given that your third year would be a year for thinking about your research, it is worthwhile to take advantage of such an occasion.

1.7.2 Summer Schools and funding

- Summer schools are typically short (one or two weeks) but intense courses in one topic, which is often fairly narrow. Many institutions in Europe and the US offer summer schools. The focus is mostly on cutting edge research within their area of specialization. The structure of these courses is often a mix of lectures given by leading researchers and students' presentations. There is usually a combination of invited and local lecturers, most often quite high-profiled researchers come.
- The benefits of participating in a summer school is partly getting to know the research frontier within a field and partly getting qualified feedback when presenting one's own work. Moreover, since one can get in touch with lecturers in an informal atmosphere, summer schools are a very good opportunity to talk and get to know leading academics from others countries. Networking and presenting during these courses are often a door opener for exchange studies and potentially research cooperation. It is therefore a good idea, when choosing which school to visit, to check who will be giving talks.
- Summer schools are typically announced from February to April via emails or web pages. There is often a tuition fee, and costs for travel and accommodation associated with the visit.
- Funding can be found through travel scholarships (see below). Some universities/institutes that offer summer schools, also offer scholarships (or waive tuition) for participants. The Department of economics at SU has agreed to finance summer schools, conferences and similar activities during the entire PhD program with 30,000 SEK per student. To receive the funding, you are required to submit a document with the purpose of the trip and a budget, and an explicit permission from your supervisor. Students at the IIES can also get funding to attend summer schools, but decisions on it seem to be more on a case by case basis.

1.7.3 What is the PODER network and how do I apply?

- Policy Design and Evaluation Research in Developing Countries (PODER): Exchange PhD Student Fellowships for Empirical Micro-development Economics:
- IIES at Stockholm University, jointly with Bocconi University (Italy), Paris School of Economics (France), Facultes Universitaires Notre-Dame de la Paix à Namur (Belgium), and London School of Economics and Political Science (UK), has received EU funding for a training network for PhD students in development economics. The Network will be run in cooperation with the Centre for Economic Policy Research (CEPR).
- The objective of the Network is to spur rigorous empirical research in development economics, specifically around the general themes of (i) Human capital and policy evaluation; (ii) Market access for the poor; and (iii) Institutions: Micro evidence.
- Applications for two types of fellowships are invited: Early Stage Researchers (ESRs) and Experienced Researchers (ERs). ESRs are mainly meant for 2nd to 4th year PhD students; ERs for 5th year PhD students.
- The Network will give students a chance to take courses and/or to conduct research during a 3-36 months period for ESRs or a 3 to 24 months period for ERs at one of the aforementioned universities (except for the one in your country of nationality or residence).
  - Environment issues in developing countries: the Institut Veolia Environement, a French environment research institute, welcomes students in the Network to work with them.
  - Randomized evaluations: The Abdul Latif Jameel Poverty Action Lab (J-PAL Europe) (`http://www.povertyactionlab.org/europe/`) welcomes students in the Network to help designing randomized experiments.
- Students enrolled in the Network will receive monthly living allowance of about 34,500 euro per year for ESRs or about 52,000 euro per year for ERs, which can be used to fund their own fieldwork, and extra funds for travelling etc. In addition, the students are allowed to attend summer schools and workshops organized by the Network where leading development economists will be invited.
- The Fellowships are open to application. For further information, please contact Jakob Svensson (jakob.svensson@iies.su.

1.7.4 Popular Internship: World Bank and IMF

- The World Bank and the IMF offer summer and winter internships for PhD students. These can be interesting experiences and an exciting and fairly well paid way to spend the summer. At least at the IMF, interns also conduct a research project during the 9-14 weeks (most do 12 weeks) they spend in DC, which can be a useful input in the dissertation. It is advisable to consult with your supervisor before deciding about it.
- The World Bank sometimes also hires PhD students as short-term consultants. Consultant jobs at the World Bank are rarely advertised and typically require that you know someone at the World Bank.
- Applications for the internships are standardized and online. That being said, they receive several thousands of applications for around 100 jobs so it is extremely useful to try to make an impression on them somehow. The easiest way is to try to talk to their recruitment officers who travel around European campuses. Both the IMF and the World Bank visit Stockholm once every second year or so (it can be tricky to find out about these visits but one way is to ask the Student Council to invite them). Sometimes simply introducing oneself and handing over a CV can be enough (if the CV is good enough) to make it to the interview stage. It is possible to be accepted even without having met them, but it surely helps. If you have a research paper that is relevant for your application, you could also contact the economists working on that subject directly, this has worked before. Having some research contacts in advance also matters a lot for the interest they show in you and the quality of the output.
- An internship at the World Bank or the IMF is generally viewed as a positive item on a CV when applying to academic or to other positions after graduation. It is also a great advantage when applying to the trainee programs at these institutions (the Economist Program with the IMF, and the Young Professionals Program with the World Bank; there is also an age-limit around 32 for these programs).
- The IMF is typically most interested in students focusing on finance, macro, monetary and (sometimes) trade but also hires students from other areas. The World Bank has a broader interest even though development is probably most in demand. It is often said that it is easier to get a place at the IMF than at the World Bank, since at the IMF you only compete with other economists, while students from almost all fields can apply to the World Bank. On the other hand, the IMF employs around 1,500 people in DC, whereas the World Bank has around 10,000.

1.7.5 Other internships

Organisations such as J-PAL, BREAD, IPA, Center for Micro Finance also offer internships.

2 Third Year

2.1 Supervisor and thesis

2.1.1 How to find a supervisor (and what to think about when choosing one)

- A supervisor should be chosen before the end of the second year. Finding a supervisor can be a long process, and a supervisor that is right for one student might not be right for the other. So start thinking as early as possible about who might fit you. A good way to connect with a professor is often in class. Ask her/him some questions about the course material or your ideas. Another way to meet faculty is to attend the seminars. A more direct way is to write an email to the professor, saying that you are interested in her/his field and would like to talk about potential supervision.
- A good supervisor should:
  - Guide you through your research. This includes giving you good comments on how to proceed with your current idea, give you references, provide you with technical advice, and more generally, direct you towards the important research questions.
  - Motivate you!
  - Write letters of recommendation: when it comes to graduating, you'll be looking for a job. A professor with good contacts can be crucial, especially if you are going into academics.
- Not every supervisor combines all of the above ingredients. Therefore, it is important to connect with other professors with complementary skills. A good strategy is usually combine supervisors and co-supervisors with different styles and approaches (for instance, if your supervisor gives you very good general inputs but has little to say about technical details, you may want to have a co-supervisor that can give you more technical inputs).
- It is highly recommended to use individual study plan when you talk to your supervisor, so that both of you can track the current status of your dissertation work. Your supervisor may recommend you to present a research in the seminar.

2.1.2 Can I have an assistant professor as my supervisor?

Your first supervisor must be an associate professor or a (full) professor but your co-supervisor can be an assistant professor.

2.1.3 Can I have a supervisor from IIES or SOFI if I am not a student there?

Yes. However, there are some drawbacks with having a supervisor at IIES if you are not a student there, as they tend to only apply for funding for research that will be done by researchers at the institute. In general, it is easier to have your supervisor or co-supervisor from your same institution.

2.1.4 Can I have a supervisor from SSE if I am a PhD student at SU?

Formally yes, but the only cases we know of are when the supervisor has moved. The incentives for professors to supervise students at other universities are pretty weak.

2.1.5 Collaboration with professors: is it common, how does it work?

The experiences seem to be mixed. Although not common, in general it is as a very good way to start with the writing process. How to start collaborating with a professor or assistant professor, and how the cooperation works, depend very much on the (assistant) professor as well as the PhD student. Co-authoring with a (assistant) professor also means that you have continuous supervision on the paper.

2.1.6 Collaboration with other students: is it common, how does it work?

Yes, it is common but it could/should be even more common. Co-authoring usually leads to a better quality (at least in most of the cases) of the paper, as it is very useful to discuss the issues that emerge during the working process. However how the cooperation work depends again very much on the students.

2.1.7 If the paper is co- authored, is it counted as a half paper in the thesis? How many papers do we need at minimum?

- There are different criteria for each institution in terms of the minimum requirement.
- Department: If the paper is single-authored, you may get one point. If the paper is co-authored, it may be considered as half points. You need to get approximately 2.5 to 3 points to complete your dissertation. Note: Even if the paper is single-authored, you may not be able to get one point if the quality does not satisfy a certain standard. Similarly, points may be reduced if one of the authors is a faculty. In the end, the final decision is up to your supervisor.
- IIES: The minimum requirement for a dissertation is one own and two co-authored papers with PhD students. The number of co-authored papers may increase if a co-author is senior. Usually the job market paper is not co-authored, but there can be exceptions.

2.2 Funding for travelling, your research and else

2.2.1 Travel Scholarships for PhD students at the Department

Every PhD student at the Department have 30,000 SEK to spend on travel during the PhD. That money can be used for attending conferences, summer schools and so on. If you have used it all, you need to apply for scholarships and/or use other sources (usually via your supervisor). You need three things to get the money: A budget for the trip and a second from your supervisor saying that the trip is of relevance for the dissertation. If you have those two, tell Anita that you will use the funding, and contact the travel agency directly (every year there is an appointed travel agency that PhD students and professors should refer to; ask Anne or Anita about the appointed travel agency when you need). All processes can be done via email or phone. Due to public procurements regulations, your tickets have to be booked using the appointed travel agency.

2.2.2 External sources for travelling

Economics Department, IIES and SOFI have some general funds that are earmarked to travel to conferences, summer schools, or other worthy endeavors. At the Department, Jonas Hăckner administrates the travel scholarships. The Department encourages students to apply for external travel scholarships, such as the "Kocks, Karin och Hugo Lindbergs resestipendier" travel scholarships. You may be able to access to it via: `http://www.su.se/utbildning/studentservice/stipendier`. (Note that the information appears in Stockholms universitets donationsstipendier until the deadline.) An application deadline for these kind scholarships is the 15th April for funding of travels during the next academic year, so plan early! Another example is KA Wallenberg travel scholarship whose deadline is in September. Annika Alexius and Jonas can help you to apply for external scholarships. Note that some conferences allow students to attend for free or can even pay for travel expenses.

2.2.3 What is the Program of Wallander, Hedelius and Browaldhs foundation and how do I apply?

- The aim of the Program is to support groups of researchers and PhD students, and it is mainly for researchers at universities. You need a research level degree to apply, and the researcher who bears the main responsibility must have experience in supervising. In practice this implies you need to ask your supervisor to apply for you, but it is generally a good idea to offer to do most of the work with writing the application. In addition, unless your supervisor has already supervised at least one PhD student up to thesis defense, you need to find somebody else to apply for you. It might be a good idea to choose supervisor and/or co-supervisor with this in mind, as this is the major means of funding beyond fourth year, and if you need extra funds for your projects. As for now, no one at IIES can apply for you unless you are also at the institute.
- The funding covers
  - costs of living (185,000 SEK for PhD students, 275000 SEK for researchers with a degree, 300,000 for a professor)

  - insurance
  - travelling expenses due to conferences, computers etc. = 20
  - costs of collecting and processing data

- You apply by creating an account at `www.forskningsstiftelserna.handelsbanken.se`, (see the final section about applying for a Hedelius scholarship for a translation, but instead select Program when creating a new application). Note: It may be a good idea to create an account to see all the exact information on what must be included in the application etc, but you cannot send in an application yourself for Program; you must ask your supervisor/co-supervisor.

- Deadline is typically end of January/beginning February.

3 Later Years

3.1 PhD defence and job market

3.1.1 What are the bureaucratic/technical requirements for the defense (when to hand in, format requirements, who pays for what)?

- The following information are based in IIES standard, which might be different for SU (the SU alternative is indicated in parentheses).
- As soon as you know that a defense is within range, alert Annika (Anne).
- 3 months before the defense:
  - Advisor contacts an opponent and looks at possible dates.
  - Advisor informs the opponent on the defense procedure
  - Advisor contacts potential committee members. Normally the committee consists of:
  - A member from the IIES/Department
  - A member from the Faculty for social sciences (not economics)
  - A member from another university (in economics)
  - All members should be at least “docent”.
  - Annika checks if the date is available with the Student office, and arranges a room for the defense. (Contact Åsa Johnson, disputationer@studadm.su.se, to book day and room. Make sure the room is booked as a “PhD defense/Disputation” since the booking can otherwise be cancelled if something more important comes up).
  - Annika takes in offers from printers to decide who will print the thesis; then gives you contact details to the printer so you can contact them and find out how the thesis should be delivered. Start thinking about a cover picture, it should not be covered by copyrights. (Contact the campus printer US-AB, `www.us-ab.com`, located in Lantis, Allhuset. If you wish to check alternatives, ask Anne. If you wish to have a cover picture, this should be approved by Jonas Hăckner).
- 2 months:
  Start putting the thesis together and asks Annika for the IIES monograph list. (Find the list of “Previous dissertations” from an earlier thesis, in the back of the book).
- 7 weeks:
  - Fill out the DiVa form available here: `https://su.diva-portal.org/dream/add/add2.jsf?rvn=3` in order for the library to generate a spikblad. In order to do this you need your SU-account login. You also need two numbers: the ISSN, which is the same for everyone, can be asked to Annika (1404-3491 at the department) and the ISBN should be asked to sa Johnson, studentavdelningen, 3rd floor in the A-building. This may take a couple of days.
  - Contact Ingela Tng, at the library, 08-674 7027, ingela.tang@sub.su.se, for questions about the “spikblad” procedure.
- 6 weeks
  - Send the thesis and the “spikblad” in pdf format to the printer and to the opponent. The cover picture should be set and also sent to the printer. You should now be around in order to review the proof from the printer.
  - The advisor is obliged to inform the student who the members of the committee are before the nomination.
- 4 weeks:
  - The advisor nominates the thesis committee to the faculty board online
  - The printer delivers the printed thesis.

- Annika and Åsa (or Anne) send the printed thesis to the committee and the opponent and to the university libraries on the list.

- 3 weeks "Spikdag" (15 working days before the defense):
  - The thesis, printed in many copies (208 compulsory + personal demand), should be delivered at the "Godsmottagningen", in Allhuset, to be made available at the university library and become public.
  - You should write a press release with the help of the press unit. Information about this will come from the central press unit.
  - A copy of the press release should be sent to Annika as well, to be posted on the IIES homepage.

- There is a given budget available for the defense, which should cover printing costs, flying out the opponent, possibly language check. Information about the budget can be asked to Annika (Anita Karlsson), if you think that you are going to have some extra cost.

- Soon after the defense, you should also apply for your degree ("exambevis"). In order to do this, you should send an application, "Ansőkan om examensbevis" to: Stockholms universitet, Studentbyrǒn, Examensrenden, 106 91 Stockholm, together with a transcript that proves that you took all the exams, from Anne, and a receipt from the studentkår that you have paid the fees every term. Information can be found here: `http://www.su.se/english/research/phd-studies/defending-your-thesis/doctoral-degree-1.20867`.