

# Nordic Summer University

## Documentation for individual in-kind contribution 2023

Name	
E-mail	
Function (2023)	<i>Board member / Deputy board member / Incoming board member / Coordinator circle no .... / Arrkom member</i>

Please enter in working days. Each working day represents 7.5 hours.

### Minimum norms for number of working days

Note that the minimum norms listed include the meeting/event duration as well as the minimum number of working days for preparation.

	Board Q1	WS	Board Q2	Board Q3	Summer session	Board Q4	Coordinator meeting autumn/winter	Arrkom
Days	4	6	4	9	11	4	3	10

### The relevant columns for each function:

**Board members, deputy board members, incoming board members:** Board quarters Q1, Q2, Q3 (includes summer session), Q4

**Coordinators:** Winter session (WS), Summer session, Coordinator meeting in the autumn/winter

**Arrkom:** Number includes both the winter meeting with the board and the Summer session

In the table below, in the 'Minimum' row, you note the minimum norm for number of days in the columns relevant for your function (use the norms listed in the table above). In the 'Additional' row you note the additional number of working days that you have spent on preparation in relation to the meeting/event in question.

### Individual contribution, number of working days

	Board Q1	WS	Board Q2	Board Q3	Summer Session	Board Q4	Coordinator meeting autumn/winter	Arrkom	TOTAL
Minimum									
Additional									

Date:

Signature of contributor:

Date:

Signature : Emilia Plichta, Treasurer

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