

Cover sheet for scholarship application

Application for Research Grants and Study scholarships

Please tick one programme only:

- Research grants for doctoral candidates and young academics and scientists
- Research grant for doctoral candidates within the "Sandwich-Model"
- Research grant for deepening of knowledge

Important General information:

- The Selection Committee will decide about the applications at the end of January each year
 e.g. application deadline 30. Sept. 2009 => Selection Committee meeting at the end of January 2010
 => earliest possible language course from June 2010 (4 months) or October 2010 (6 months)

Therefore the start of your scholarship will depend on the programme:

<i>Programme</i>	<i>runtime</i>	<i>preparatory language course</i>	<i>earliest start at host university</i>
<i>Research grant for doctoral candidates and young academics and scientist</i>	<i>less than 6 months</i>	not intended	1 st May
	<i>more than 6 months</i>	4 or 6-months (if necessary) 4 months: from June 6 months: from October	→ 1 st October → 1 st April
<i>Research grant for doctoral candidates within the "Sandwich-Model"</i>		4 months: from June (if necessary)	1 st October
<i>Research grant for deepening of knowledge</i>		4 months: from June (if necessary)	1 st October
medical students		6 months: from October (obligatory)	1 st April

Please note:

- DAAD **exclusively** takes the decision of the necessity and the length of a preparatory language course.
- Incomplete applications will not be taken into consideration
- A complete application consists of the following documents and has to be submitted in 3 sets: one original + 2 complete sets of legible copies
- The below indicated order of documents has to be strictly observed and the documents have to be numbered accordingly
- The documents have to be on DIN A4 format printed on one side only. **Do not staple** the documents

will be continued on the next page

I have attached the following documents (please tick):

- | | |
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| 1. cover sheet filled in and signed by the candidate | Tick
√ |
| 2. application form and recent photographs attached to the application form | <input type="checkbox"/> |
| 3. hand-signed CV (please use the europass form at http://europass.cedefop.europa.eu/) | <input type="checkbox"/> |
| 4. confirmation of supervision by German university professor resp. correspondence with a German supervisor | <input type="checkbox"/> |
| 5. detailed and well-structured description of study and research proposal or for medical students description of the intended training | <input type="checkbox"/> |
| 6. detailed time table and work plan (see below for an example) | <input type="checkbox"/> |

Important: if field trips are planned please itemise them in your time table and work plan
please note: earliest possible date of field trip is 6 months after end of language course/start of studies at German university

EXAMPLE

Month / Year	Duration	Place / Location	Activity
October 2010 – March 2011	6 months	Germany	Language course
April 2011 – <i>Month/Year</i>	x months	Germany / University of ... (<i>name, place</i>)
<i>Month/Year – Month/Year</i>	x months	Home country (<i>if applicable</i>)	field research (<i>if applicable</i>)
<i>Month/Year – Month/Year</i>	x months	Germany
....			

In any case it should be visible **where** the different phases of your work are going to take place.

Special note for medical students which are applying for a clinical practice / training:

- A detailed time table ("training schedule") and work plan for your stay at the clinic issued by your supervisor/clinic has to be handed in.

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| 7. if field trips are planned: official confirmation of funding, as DAAD does not cover field trip expenses | <input type="checkbox"/> |
| 8. two letters of reference from senior academics / letter of recommendation on the official DAAD form (http://www.daad.de/deutschland/download/03118.en.html) | <input type="checkbox"/> |
| 9. certificate of Master degree and transcript (officially authenticated copies) | <input type="checkbox"/> |
| 10. certificate of Bachelor degree and transcript (officially authenticated copies) | <input type="checkbox"/> |
| 11. school leaving certificate | <input type="checkbox"/> |

Additional for Sandwich-scholarships

- | | |
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| 12. registration as a PhD-student at the home university | <input type="checkbox"/> |
| 13. tuition waiver (confirmation from home university that during your stay in Germany your study fees at your home university will be waived) | <input type="checkbox"/> |
| 14. confirmation of supervision by a local supervisor | <input type="checkbox"/> |
| 15. signed proposal and signed time table and work plan by the German and the local supervisor | <input type="checkbox"/> |

Additional for medical students:

- | | |
|---|--------------------------|
| 16. unconditional licence to practise medicine in your home country | <input type="checkbox"/> |
|---|--------------------------|

Date:

Signature by candidate