

Graduate School Scholarship Programme (GSSP) Guidelines and Information for Applicants from Abroad

In the framework of the GSSP programme scholarships are to be awarded after a specific competition and a two stage selection procedure. After the first stage, those applicants who have been selected for a scholarship by a graduate school or a graduate programme at a German university must further submit a completed application form with all supporting documents via the DAAD portal using the following link: <https://portal.daad.de/irj/portal>. The final selection decision is made by a DAAD selection committee composed of university professors.

1. Submission of applications

The applicants who have been selected for a scholarship by a graduate school or a graduate programme must further submit a completed application form with all supporting documents via the DAAD-portal using the following link: <https://portal.daad.de/irj/portal>. (Here: "Personal Funding"! and application form "Graduate School Scholarship Programme 15")

A completed application contains the following documents:

- DAAD application form for the following scholarship program „Graduate School Scholarship Program 15“ with all requested supporting documents.

Please submit along with the application form the following documents in German or English:

- a curriculum vitae
- a letter of motivation
- proof of contact (Email correspondence) or letter of the graduate programme confirming your supervision
- schedule and short description of Ph.D. project
- a letter of recommendation by two university professors from the home university, issued during the last two years. You could either use the DAAD-letter of recommendation form (<http://www.daad.de/imperia/md/content/de/foerderung/recommendation.pdf>), or create your own by using the above mentioned criteria.
- certificates: copies of certificates are to be submitted during the application process, respectively copies of translated documents. Certified copies of the following translated documents must be submitted to DAAD only after a letter of award has been received
 - a copy of the school leaving certificate (College, GSEC etc.) qualifying you for admission to higher education in your own country
 - copies of certificates of annual examinations taken at the home university (transcripts of records)
 - copies of certificates of any academic degrees or advanced qualifications showing grades and explaining the home grades' system (description of grade scale)

(For French speaking countries: Licence or Maitrise with Assez-Bien along with a DEA/DESS degree or a Master's degree according to the LMD system.)

- At the time of the application, the last final exam (Master Degree) should have taken place during the past six years
- If you have planned a field study, please file also a short work plan and schedule about the field trip (when, where, how long)
- documents certifying knowledge of the foreign language required by the graduate school
- any documents certifying completed practical work
- a list of publications

Printed applications should be sent to the following address:

Deutscher Akademischer Austauschdienst (DAAD)
ST43
Research Programmes / Team Special Programmes
Mrs Irmgard Kasperek
Kennedyallee 50
53175 Bonn

2. Language skills

German language skills are generally required, although the required level also depends on the applicant's project and topic, as well as on the available opportunities for learning German in the applicant's home country. In the natural sciences and in engineering disciplines, in particular, and when English is spoken at the host institute, proof of good English language skills may also be accepted.

3. Contact and additional information

Mrs Irmgard Kasperek
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