

Instructions on Writing Letters of Recommendation for Scholarships from the Act on Graduate Funding of the Land of Baden-Württemberg (LGFG)

The reviewer should comment on the following topics:

1. The applicant's character
2. The applicant's previous achievements
3. The doctoral thesis
4. Summary

I. The applicant's character

When and in what context did you meet the applicant?

What is your appraisal (based on discussions with the applicant, project outline, observation in seminars or other courses, work as a student assistant in your department, etc.)?

What are the applicant's distinguishing characteristics? Which of their qualities stand out the most?

II. The applicant's previous achievements

How would you rate the applicant's academic achievements and performance on exams?

Do these achievements indicate that the applicant is especially well-qualified for academic work? How would you rate the applicant's ability to complete a doctoral thesis? Have they, for instance, written research papers or engaged in other academic projects that indicate that they are capable of above-average achievements in research?

III. The doctoral thesis

What is the topic of the doctoral thesis? What questions does the applicant wish to address and how do they fit into the overall research context?

What is your opinion of the doctoral thesis with regard to the following aspects:

Theory and methodology

Academic ambitiousness

Prior work (does the project, e.g., build on the applicant's prior research activities, such as their master's thesis?)

Plan and timetable (has the applicant defined and outlined their topic and plan in such a way that it will be possible to finish it within the standard period of funding? Does the applicant's timetable leave enough time for them to do justice to the topic?)

Do you think the doctoral thesis has the potential of leading to an important contribution to research?

Is the doctoral thesis linked to a larger research project? If so, what project?

IV. Summary

All in all, do you consider the applicant and the proposed doctoral thesis to be suitable for funding, suitable for funding under certain conditions, or not suitable for funding?

Assessment by the main supervisor accompanying the interim progress report after the 1st and 2nd year of funding

A brief statement by the main supervisor on the interim progress report after the first and second year of funding should confirm the timely progress of the doctoral thesis, the scholarship holder's achievements to date and the feasibility of the work and timeline presented.