

University Funding for the Completion of the Doctorate

I. General Information

1. Personal Details

Surname, name at birth (if applicable)

First name

Gender m f other

Date of birth, place of birth

Nationality

2. Contact Details

Address supplement (e.g. c/o)

Street, house no.

Postal code, city

Telephone / mobile phone no.

Email

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II. Details on Doctoral Project

I hereby apply for a university funding for the completion of my doctorate

At the faculty

Name of the DFG Research Training Group

Name of main supervisor

Title of doctoral thesis

Beginning of doctoral thesis (mm/yy)

Anticipated completion of doctoral thesis (mm/yy)

Brief description with specific reasons why you are applying for the scholarship for the completion of the doctorate in key words - academic and/or personal reasons (details as attachment)

Simple non-scientific description of the current status of your work (details as attachment)

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III. Details on additional Employment Relationships

Additional employment relationships are only permissible if they do not exceed 40 hours per month

Do you currently hold an additional work contract? yes no

What kind? (Please attach related documents)

Do you intend to engage in any permissible employment relationship during the funding period? yes no

What kind? For how many hours per month?

IV. Details on Funding Period (maximum six of twelve months)

Desired beginning of funding period (dd/mm/yy)

Desired end of funding period (dd/mm/yy)

Total number of months applied for

Period of previous funding by the DFG RTG (dd/mm/yyyy)

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I. Declaration of Applicant

In the case that I receive a funding, I promise to adhere to the following:

1. I promise to make all necessary and reasonable efforts to complete my doctoral thesis.
2. I promise to adhere to the rules of good scientific practice.
3. I promise to refrain from engaging in activities or training programs which are not reconcilable with this funding (max. 25% of the monthly working hours of a full-time position according to TV-L).
4. I promise to inform the University of Freiburg if I make any changes to my doctoral thesis or discontinue work on it.
5. I promise to provide the University of Freiburg with all information required as well as any changes to this information. This includes changes in
 - address
 - additional employment relationship
6. I promise to provide confirmation that I have submitted my doctoral thesis to the University of Freiburg.

II. Right of Revocation

The funding may be revoked if

- the funding holder provided incorrect or incomplete information to obtain the funding;
- the funding holder fails to fulfill obligations or fails to fulfill them within set time limits;
- the funding holder uses the funding for purposes other than those intended;
- the university stops receiving the necessary funds from its financial backer.

I hereby declare that I have not knowingly provided any false information on this application, including the enclosed statements. I am aware that I will be required to pay back all or parts of my funding if it is found that I have knowingly provided false or incomplete information.

Place, Date

Signature

Contact: aleksandra.pojda@zv.uni-freiburg.de
Phone Number: +49 761 203-6812

Please send your complete application to
University of Freiburg
Freiburg Research Services
Graduate Center (GraCe)
University funding for the completion of the doctorate
Fahnenbergplatz
79085 Freiburg (Germany)

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I have attached to this application the following documents:

1. Specific reasons why I am applying for the university scholarship for the completion of the doctorate. Specific reasons may include academic reasons (e.g., unforeseeable problems in my doctoral thesis) as well as personal circumstances.
2. Description of my doctoral thesis, including work I have accomplished so far as well as a detailed schedule and the milestones for the time period applied for
3. Letter of recommendation from my supervisor regarding my application for the scholarship for the completion of the doctorate. The letter should particularly respond to the following points: 1) specific reasons for the scholarship for the completion of the doctorate, 2) achievements and results accomplished within the doctoral thesis, 3) likelihood that the doctoral thesis, will lead to an important academic publication, 4) feasibility of work and time schedule.
4. Letter of support from the spokesperson of my DFG Research Training Group including a confirmation of my previous funding (not in copy)
5. Informal statement on unavailability of alternative funding by my institute/faculty or others (original signed by my supervisor and the dean of my faculty) and specification of the cost centre number (Kostenstelle), project number (Projektnummer), and fund (Fonds) through which the applicant's continued employment will be financed in the event of approval (This information can be obtained from the GRK coordinators or the management of your faculty).
6. Curriculum vitae including details on my final grades
7. Copy of my confirmation of acceptance as a doctoral candidate from my home faculty – **please note that a certificate of your (foreign) degree and a confirmation of supervision by your doctoral supervisor are not a confirmation of acceptance!**
8. Completed form P6f – Information to determine a fixed-term contract according to the German academic fixed-term contract act (WissZeitVG).

PLEASE NOTE

We can only accept your application and pass it on to the Central Grants Commission if it contains all the documents listed above. Please contact us in cases of any uncertainty before submitting your application.