

Frequently asked questions (FAQs) concerning the Helmut-Schmidt-Programme (Master's scholarships for Public Policy and Good Governance)

1. GENERAL QUESTIONS

Can I apply for a scholarship in the Helmut-Schmidt-Programme (master's scholarship for Public Policy and Good Governance) at any university in Germany?

No. At the moment the scholarship is offered for the eight master's courses listed in our announcement.

I do not live in my home country at the moment. Am I eligible to apply for the scholarship?

If you live in a developing country you can apply (see "list of countries").

I already live in Germany, can I apply?

If you live in Germany for more than 15 months at the time of your application deadline (31. Juli), you are not entitled to apply for a scholarship in the Helmut-Schmidt-Programme.

Is there an age limit?

No. However your last university degree shouldn't be older than six years when applying for a DAAD scholarship in the Helmut-Schmidt-Programme.

2. REQUIREMENTS/LANGUAGE SKILLS

In my country, there are only 3-year bachelor programmes. Can I still apply?

Please ask the university you wish to apply to what are the conditions to be admitted to the master's programme.

I neither speak, write nor understand German. Am I eligible to apply?

Yes, you can apply for a scholarship because some of the master's courses are only taught in English. A 6-month language course in Germany is part of the DAAD scholarship. For the master's courses which are taught in German or bilingual (German and English), you should submit a proof of the German language qualification. Please check out details with representatives from the study programmes of your interest.

What is the expected English language level?

Every university has different language proficiency requirements. Please contact the universities of your choice or check their homepages in order to get detailed information.

I have done my undergraduate studies in English. Do I still have to send a TOEFL/ IELTS certificate?

If English was the language of instruction at your university, please contact the University of your choice and check if a TOEFL/IELTS certificate is needed.

3. APPLICATION

What is the application deadline?

The application period at all 8 universities lasts from **June 1st – July 31st**, each year.

To whom do I send my application?

You have to send your application to a maximum of 2 of the 8 universities listed in the announcement.

Can I send applications to all of the 8 master's courses?

No! Please fill in the application form "Application for Research Grant and Study Scholarships" and indicate your priorities (a maximum of 2 universities). Please send this application form together with the relevant documents to the 2 universities of your choice (1st and 2nd priority). Note, that your application could not be accepted if you will ignore this regulation. Please check the application procedure of the different master's courses on the universities websites.

Which documents do I have to hand in?

The necessary documents are:

- DAAD application form for research grants and study scholarships (please fill in electronically and not written by hand if possible)
- Hand-signed Motivation letter with current date containing a precise description of the applicant's academic/professional and personal reasons for choosing this scholarship programme and the universities, two pages maximum
- Hand-signed full curriculum vitae with current date including information about precise field of study and, if applicable, description of job experience (Europass desired)
- Copies of acquired university degrees (an explanation of the grading system has to be attached)
- Copies of the transcript of records
- Copy of the school leaving certificate/high school diploma which entitles holders to study at a university in their home country
- Recent language certificates (German and English)
- Two letters of recommendation by university professors and/or current or former employers of recent date, supplemented by signature, official letterhead, stamp (not in a sealed envelope)
- Work confirmation of your current employer (if applicable)

4. MISCELLANEOUS

I will receive my first undergraduate degree after the application deadline. Am I eligible to apply?

No. Since you won't graduate until 31st July, 2018, it won't be possible to admit you to the application round in the Helmut-Schmidt-Programme for 2018. Please apply next year.

Will I have to pay tuition fees?

No. All scholarship holders in the Helmut-Schmidt-Programme (Master's scholarships for Public Policy and Good Governance) are exempted from tuition fees. However, a registration fee of approximately € 250,00 has to be paid for each semester.

Where does the language course take place?

The language institutes are generally not in the city of your host university. The length of the obligatory language course depends on the scholarship holders' German language proficiency. Generally, the courses start on April 1st and finish at the end of September.

What is covered by the scholarship?

The DAAD pays a monthly instalment of EUR 850,00, an appropriate travel allowance and a study and research subsidy of 460 € each year as well as a rent subsidy and/or allowance for spouses and/or children where applicable. Health insurance, accident and liability insurance in Germany are also covered by the scholarship.

I want to bring my wife/husband and children to Germany. Can they join me?

It is possible. After your language course, you can apply for a family/child subsidy with the beginning of your studies at your host university (October 2019).

If you have further questions concerning the Master courses, please contact the universities of your choice. The contact addresses are listed in the "Announcement 2019".