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

I) 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 17")

A completed application contains the following documents:

- DAAD application form for the scholarship program „Graduate School Scholarship Programme 17" with all requested supporting documents.

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

- an abstract of your proposal (max. 1 page)
- a curriculum vitae
- a letter of motivation
- schedule
- a letter of recommendation by two university professors from the home university, issued during the last two years. Please use the DAAD form which is available for downloading at the DAAD-Portal.
- certificates: certificates or translated documents:
- school leaving certificate (College, GSEC etc.) qualifying for admission to higher education in your own country
- certificates of annual examinations taken at the home university (transcripts of records)
- certificates of any academic degrees or advanced qualifications showing grades and explaining the home grades' system (description of grade scale)

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

- (**Certified copies** of all translated documents must be submitted to DAAD only after a letter of award has been received)

- At the time of the application, the last final exam (Master Degree) should have taken place no longer than six years ago
- If you plan a field study, please submit 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 (internship etc.)
- a list of publications

II) Language skills

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

III) Contact and additional information

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