

Application for Scholarship – Doctoral Programme in Governance

Information and documents to be submitted

We are unable to process incomplete applications. Please make sure that you have uploaded and submitted all required documents and information via the application portal. Please also ensure that the letters of reference are sent by your referees before the deadline to phd-applications@hertie-school.org.

1. Documents to be uploaded as separate pdf documents (documents with asterisk* are mandatory)

- Research proposal* (1,500-2,500 words excl. references)
- Curriculum Vitae* (max. two pages)
- Letter of Motivation* (max. 250-400 words)
- Transcripts and certificates of all acquired university degrees*
- English proficiency proof
- PDF Education History*
- Any additional documents (if applicable)

Please note:

- You will need to upload one file per requested document, max. 20 MB in total.
- Every transcript must include a transcript key (an explanation of the grading system).
- All transcripts and degree certificates need to be in English. If your university does not provide these documents in English, you must provide copies of the original along with certified English translations. Translations must be literal, i.e. grades should not be transferred into other grading systems.
- An English proficiency proof (TOEFL IBT 100, PBT 600, CBT 250; Cambridge ESOL qualifications CPE C, CAE B; or IELTS overall 7.0 incl. writing score 7.0). Proof of English proficiency may be handed in after the application deadline.

Format in which documents need to be uploaded:

- 01_Lastname_Firstname_ResearchProposal
- 02_Lastname_Firstname_CV
- 03_Lastname_Firstname_MotivationLetter
- Please provide degree certificates and transcripts in chronological order, starting from the most recent degree received.
- 04a_Lastname_Firstname_MADegree
- 04b_Lastname_Firstname_MATranscript
- 04c_Lastname_Firstname_BADegree
- 04d_Lastname_Firstname_BATranscript
- 05_Lastname_Firstname_EnglishCertificate
- 06_Lastname_Firstname_EducationHistory

2. Additional information to be provided in the application form

Abstract of research proposal (max. 400 words)

3. Potential supervisors or affiliation with one of our Centres of Competence

Your research proposal needs to fit the research interest of one of the Hertie School's potential supervisors or fit the research focus of one of our Centres of Competence.

Please check our list of potential supervisors and research at the Centres of Competence to make sure that your intended research proposal is in line with research carried out at the Hertie School.

In your application you may indicate potential supervisors or an affiliation with a Centre of Competence.

4. Letters of reference

In addition to your application, submitted via the application portal, we require **two academic letters of reference to process your application**. These have to be sent by your referees to phd-applications@hertie-school.org by **31 January 2021 at the latest**. We do not accept letters of reference sent by the applicant or reference letters that are sent after the deadline.