

FAQ – FREQUENTLY ASKED QUESTIONS

How long is the funding period?

The standard funding period is three years. So, the working schedule should be for three years. In the event of unforeseen delays, the scholarship can be extended for another year upon request.

I am member of the Fast-Track-Program for PhD-students. Can I apply for a doctoral scholarship?

Yes, with the same application requirements. If you have any further questions, please contact nachwuchsfoerderung@uni-erfurt.de.

I won't receive my graduation certificate before the application deadline. Can I apply anyway?

Students graduating from a master's, Diplom or Magister degree can apply by submitting their certified transcript of records (via Department 1: Studium und Lehre) before the application deadline. The degree certificate with the final grade must be provided by 1 November 2020.

Please bear in mind:

You must have been accepted as a doctoral student at a faculty of the University of Erfurt or at the Max Weber Centre for Advanced Cultural and Social Studies by the commencement date of your scholarship (1 January 2021 or, at the latest, 1 April 2021). Your degree certificate is a necessary part of your application. For further details, consult the doctoral-degree regulations of the individual faculties, available on their websites.

Who can write my reference letter?

Any university teacher of a subject related to your doctoral research may write your reference letter. The referee should use the form available on the website: <https://www.uni-erfurt.de/forschung/aktuelles/ausschreibungen> and should send it personally to nachwuchsfoerdung@uni-erfurt.de.

Your chosen referee can be affiliated with the University of Erfurt or any other institution of higher education.

Who can sign the form confirming that I have made contact with a certified graduate centre or the Max Weber Centre?

The contact form can be signed by the speaker or by a member who is entitled to sign. Students of the Max Weber Centre for Advanced Cultural and Social Studies should contact PD Dr. Bettina Hollstein (bettina.hollstein@uni-erfurt.de).

Do I have to submit the contact form even if I am already a member of a certified graduate centre or the Max Weber Centre?

No. If you are already a member, please submit a membership confirmation.

I have already received funding for my doctoral research. Can I still apply for a fellow-ship?

Yes. If the funding committee approves your scholarship, it may take your previously received funding into consideration and reduce your funding duration.

I already applied for a doctoral fellowship during a previous round of applications. Can I re-apply after an unsuccessful application?

Yes, you can apply for a doctoral scholarship again after an unsuccessful application.

Will you confirm that my application has been received?

We will send you a confirmation email shortly after we receive your application. Please note that the confirmation email does not constitute an acknowledgement of the completeness or eligibility of your application, both of which will be assessed at a later stage. We will also send you message to let you know whether we have received the reference letter from your academic referee.

Can I submit individual application documents after the main application?

You cannot submit any part of the application belatedly. If we do not receive all required documents (see items 1 to 8 of the list of application documents) by the application deadline, we will be unable to consider your application.

My preferred referee cannot submit my reference letter by the deadline. Will you be able to consider my application?

Please inform your referee that the reference letter must be submitted on time. If necessary, we can extend the reference submission deadline by up to five days. If we do not receive your reference letter by the submission deadline, we will notify you by email so that you can inform your referee about the extended deadline.

When will I find out whether my application has been approved?

We expect to notify all applicants about the result of their application by early December 2020.

When does the scholarship commence?

The scholarship commences between 1 January 2021 and 1 April 2021, depending on your own preference.

Please bear in mind that you must present the following documents at the beginning of your funding period:

- confirmation of your admission as a doctoral student
- certificate of matriculation

Can I continue to receive the scholarship if I decide to transfer to another institution, i.e., if I permanently matriculate as a doctoral student at another university?

Our doctoral scholarships are only available to students who have a primary supervisor at the University of Erfurt and are matriculated as a doctoral candidate at one of the University's faculties or the Max Weber Centre for Advanced Cultural and Social Studies. Recipients must provide evidence of their matriculation as a doctoral student at the University of Erfurt at the beginning of their funding period.

What are the advantages of matriculating as a doctoral student?

Matriculation allows you to take advantage of the services offered by the Studierendenwerk Thüringen. You will be eligible for discounts at the student dining halls and canteens as well as counseling and insurance services. Matriculated full-time doctoral students can also obtain a semester ticket for free travel on the public-transport network of central Thuringia (VMT).

For more information, consult the website of the Studierendenwerk Thüringen:

<https://www.stw-thueringen.de/english/social/semester-fees/semesterbeitrag.html>