

Information on post-graduate funding (application procedure)

Based on the Post-Graduate Funding Act – GradFG of the state of Saxony-Anhalt as published in the announcement dated 30.07.2001 (Law & Ordinance Gazette LSA No. 35/2001, p. 318), amended on 11.03.2011 (Law & Ordinance Gazette LSA p. 488), and most recently amended on 10.12.2015 (Law & Ordinance Gazette LSA 613) and the implementing measure, Post-Graduate Funding Directive – GradFVO, dated 02.06.1992 (Law & Ordinance Gazette LSA p. 402), amended on 01.08.2001 (Law & Ordinance Gazette LSA no. 35/2001, p. 322), amended on 09.07.2011 (Law & Ordinance Gazette LSA p. 384) and most recently amended on 04.02.2016 (Law & Ordinance Gazette LSA p. 52), every year, post-graduate bursaries are awarded at Otto von Guericke University Magdeburg.

An application may only be made after successfully obtaining a university degree.

The originals of the following application documents must be submitted to the **dean's office in the relevant faculty**:

1. Application for post-graduate funding,
2. Curriculum vitae in tabular form;
3. Presentation of previous academic achievements and explanations regarding the preparatory work carried out for the research proposal,*
4. Work program (content description of the proposal and methodology) and work schedule (detailed timetable),*
5. Statement of willingness from a professor or a university or private lecturer at Otto von Guericke University Magdeburg to supervise your project,
6. Statement from the supervisor of the dissertation and an additional professor or university lecturer concerning the applicant's ability to meet the specialist eligibility requirements and the scientific importance of the research proposal,
7. Evidence of having obtained university degrees (officially certified copies of certificates and transcripts of records (e.g. for the Bachelor's, Master's, Diplom, Magister degrees) – For OVGU degrees or Bachelor's degrees in combination with an OVGU Master's degree simple copies of all degrees are sufficient.)
8. Evidence of level of income in the form of a signed, tabular list with corresponding proofs (e.g. copy of the applicant's tax assessment notice, copy of contract of employment, copies of wage slips or similar); the calendar year of the application is decisive (pursuant to GradFVO §4 para. 2 in conjunction with §7a para. 2).
9. In the case of applicants from abroad, the university degree granting access to the doctoral program must be verified by K31.
10. In the case of Chinese, Vietnamese and Mongolian applicants, **in addition**, the records of academic achievement must be verified by the Academic Evaluation Center (APS) (see: <https://www.aps.org.cn/zh/verfahren-und-services-deutschland/dokumentenprufverfahren>; <http://www.hanoi.diplo.de/> or <http://www.ulan-bator.diplo.de/Vertretung/ulanbator/mn/Startseite.html>).
11. Where relevant, a copy of the applicant's Disabled Person's ID.

Post-graduate bursaries are generally awarded twice a year on **01.01.** and **01.07.** To ensure sufficient processing time, the applications for post-graduate funding together with all of the application documents must be submitted by

October 15th for funding commencing on January 1st,

April 15th for funding commencing on July 1st

to the dean's office in the relevant faculties. The application documents in points 1 – 7 must also be sent in parallel in a **single** PDF file to the Department of Academic Affairs, Student Secretariat for Doctoral Studies/Fees to the following email address: christin.lobe@ovgu.de

Please apply for admission to a doctoral program at OVGU Magdeburg at the latest during the month in which you apply for the post-graduate scholarship.

* Applications for the FHW must be submitted in accordance with the DFG guidelines on post-graduate funding. These guidelines and additional information concerning doctoral studies in the FHW can be found on the FHW website /Research/Doctoral Studies (http://www.hw.ovgu.de/Forschung/Promotion_Habilitation-p-78.html).

Application for post-graduate funding

In preparation for commencing doctoral studies, I wish to apply to Otto von Guericke University Magdeburg for a scholarship in accordance with the Post-Graduate Funding Act - GradFG of the State of Saxony-Anhalt as amended in the announcement dated 30.07.2001 (Law & Ordinance Gazette LSA No. 35/2001, p. 318), amended on 11.03.2011 (Law & Ordinance Gazette LSA p. 488), most recently amended on 10.12.2015 (Law & Ordinance Gazette LSA 613) and the implementing measure, Post-Graduate Funding Directive - GradFVO, dated 02.06.1992 (Law & Ordinance Gazette LSA p. 402), amended on 01.08.2001 (Law & Ordinance Gazette LSA No. 35/2001 p. 322), amended on 09 July 2011 (Law & Ordinance Gazette LSA p. 384), most recently amended on 04.02.2016 (Law & Ordinance Gazette LSA p. 52).

1. Information on the doctoral studies

Subject area (program):

Objective of doctoral studies (academic degree):

Subject of dissertation:
(brief summary)

Supervisor of dissertation:

Start of funding:

Funding period:
(max. 3 year funding duration)

2. Personal details

Last name, first name:

Born: in:

Marital status: single/married/separated
(underline as applicable)

Number of children:
(pursuant to § 4 para. 2 of the GradFVO)

Disability/chronic illness yes no
(pursuant to § 4 para. 3 of the GradFVO this information is provided voluntarily)

Home address:

Telephone no.:

email:

I hereby confirm that my details are correct and complete, that no other funding is available to me and the conditions of exclusion from funding by the exercising of another activity (§ 7 of the GradFG) do not apply.

I have familiarized myself with the content of the GradFG and the GradFVO.

Place, date

Signature of
applicant