

HITEC Doctoral Fellowships - Guideline for Applicants

These guidelines should help you as you think about applying to the Helmholtz Interdisciplinary Doctoral Training in Energy and Climate (HITEC). We are pleased that you are considering HITEC, and offer you encouragement along with some words of advice.

HITEC presents exceptional opportunities offering students the academic and intellectual resources of one research centre and five universities. Working towards a Ph.D. you will develop the capacity for independent research by working closely with a scholar, or a small group of scholars, whose work can serve as a model. It is a transition period at the end of which you will have become a colleague to your professors. Such a position is earned by commitment to the difficult, but fulfilling, craft of independent research through which you demonstrate the ability to make an original contribution to knowledge. Towards this goal HITEC provides an inspiring and accepting learning environment. Meeting this challenge requires personal sacrifice - of time, of leisure, of immediate rewards. But the achievement is well worth the cost in terms of intellectual satisfaction and the opportunity to expand the boundaries of knowledge. Before resolving to set out on the path to a doctoral degree, do reflect on the commitment that will be required. If you think you have this commitment - sufficient to sustain you through three years of intense and concentrated work and study - we welcome your application.

► General requirements

Candidates are expected to have a Master, a German "Diplom" or an equivalent degree, when they start their Ph.D. project. The specifics of the degree and the experience required are indicated for each of the projects listed in the call for applications. The integration in international co-operations requires the ability to cooperate in an international team, thus we expect good skills in the spoken and written English language. It is not mandatory that you have completed your degree by the time you submit your application. However, the expected date of your final exam should not be later than July/August 2012.

► Documents required for application: *Please package all documents into 1 pdf-file*

► *Curriculum Vitae*

Your CV should be between one and two pages long and list your personal data; the dates of your education and personal academic history; awards; publications; and contributions or other significant achievements.

Personal data: Name (surname, given name); date of birth; place of birth; male/female; citizenship; country of permanent residence, native language; family status; e-mail address; mailing address, where you may be contacted; telephone;

Educational data: - Secondary school education; from – to (month/year); type of final exam (original name); awarded on (date); results
- Higher education; from – to; at (institution); subject
Academic year at time of application; major; minor; currently affiliated with (institution)
- Degrees held: day/month/year; exact degree title; subject; degree results
- Degrees expected before taking up a possible fellowship, expected date of final examination

Research: Briefly outline your major research projects, completed or ongoing

Academic honours, awards, fellowships

Publications (if applicable)

► *Personal and Research Statement*

The statement (1-2 pages) should describe your academic and career plans as well as your motivation for the application and your scientific interests in regard to the HITEC project chosen. When writing your personal statement, make sure to answer the following questions:

- what are your scientific interests in regard to the project?
- why do you think you will be successful in working on the project?
- why do you think is HITEC the right choice for you?
- why do you want to come to Germany, to Jülich or to the universities of Aachen, Bochum, Cologne, Düsseldorf, Wuppertal?

► **Letters of Recommendation**

Two letters of recommendation from faculty members or others well acquainted with your academic work are required. Please indicate the two reviewers with names and complete contact data. Letters of recommendation should be submitted electronically or via postal services directly by the professors. Letters that have been submitted by the applicants themselves will not be accepted. Please be aware that **the deadline for your referees to submit their letters of recommendation is the same as the application deadline**. Therefore, you need to make sure that they have enough time to submit their letters before the closing of the call.

► **Transcripts**

One official transcript from every college or university you have attended should be submitted. To prevent delays, you should arrange with your registrar to provide transcripts as soon as possible or submit preliminary transcripts with as many grades as possible.

► **Proof of Proficiency in English**

If your native language is neither English nor German, you must submit a proof of your English language proficiency. This is not required if you have attended a school, university or college where English is the language of instruction. Indicate results of the followings tests, alternatively:

- Test of English as a Foreign Language (TOEFL); reading, listening, speaking, writing; please also indicate year of test.
 - Internet-Based Test (TOEFL iBT):
 - TOEFL Computer-Based Test (CBT):
 - TOEFL Paper-Based Test (PBT):
- Certificate of Proficiency in English (CPE) or Certificate in Advanced English (CAE): ; please indicate year of test
- International English Language Testing System - Academic Test (IELTS): ; please indicate year of test

► **Evaluation procedure and decision**

The best 12 applicants (one candidate per project) will be invited to Germany for a week, to join the respective research group in Jülich or at one of the universities. The task during this one week is to jointly work on the project idea with faculty members and supervisors and to turn it into an outstanding and convincing HITEC (Ph.D.) Project. On the last day of the stay the candidates present their projects and the outline of their dissertations. Of the 12 pairs (projects / candidates) the seven best pairs (HITEC Projects / HITEC Fellows) will be selected.

All costs (travel and accommodation) for the week in Germany will be covered by HITEC. You will receive an email notification about the admission and invitation in the first 2 weeks of March. We ask you to abstain from e-mail or phone enquiries after submitting your application. Please be assured that we will inform you as soon as the decisions will have been taken. The one week stay in Germany will be scheduled in the second half of April 2012. The earliest start of the HITEC Fellows is 1 June; later starts are possible and will be discussed between the HITEC Fellows and their supervisors.

► **HITEC Fellows**

HITEC Fellows will be employed as Ph.D. students in the form of a written contract of employment. As a rule, the funding period for Ph.D. students is three years. HITEC provides an inspiring scientific environment and a supportive supervision concept allowing HITEC Fellows to complete their thesis within the given time. Payment of the PhD fellow will be based on the Collective Agreement for the Civil Service (TVöD).

► **Contact**

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Submit your application electronically until 8 February 2012; b.koester@fz-juelich.de