# PhD program Parasite Infections, Berlin – How To Apply

You can only apply by using the application form related to this website. Please do not send any other type of application by post or by email as they will be rejected. You can download the application form and work on your saved application several times. Note: The online application form must be completed in English only.

**References**

We need two confidential references from either your current or former supervisors. In the application form you have to provide the contact details of these referees. Any reference provided by a person you have not mentioned will be rejected. Further, any reference letter sent by you or from a non-institutional email address will be rejected.

The referees should use only the reference form related to this website. It is your own duty to download the form, fill in the contact details, and send the letter to the referees with the request for a reference in a timely manner. Please keep in mind that everyone is very busy with the end of the year drawing to a close. The referees have to send the completed and signed reference letter directly to us either by postal mail, fax or email (PDF or JPG attachment) from the institutional email address of the referee.

You have to make sure that both of your referees send their reference in time so that they will arrive in the coordination office no later than the application deadline. Otherwise your application is not complete and will be rejected. Hence, please make sure to inform your referees well in advance to give them sufficient time in their own schedule to write you a reference letter. **Submission** will only be possible **until July 31, 2015,** midnight central European time.

**Application form**

Please fill out the PDF form by typing your responses and saving as a PDF file. Be as precise and concise as possible.

In the application form you will find a section "Research Interest". You can find the specific project outline here.

The section "Research Interest" is the most important part of your application. You should clearly communicate why you are an ideal candidate for our PhD program. This section replaces your personal statement, so please do not upload a separate document for this. You will find three fields, where we kindly ask you to describe in your own words why you

- would like to join these research groups
- would like to join the PhD program
- are the perfect fit.

Another field is "My career plans". Here, we would like you to give a personal statement about your academic background and your general scientific interest, your expectations from the PhD program Parasite Infections and your plans for your professional future.

To finally submit your application, you have to

- fill out the application form by typing your responses and save as a PDF file
- print page 9 of the application form, sign it and save as PDF file
- include academic transcripts and certificates, a CV, and English language certificate
- send a single email containing all the documents outlined above via grk2046@fu-berlin.de

**Submission** will only be possible **until July 31, 2015,** midnight central European time. Please give yourself enough time and do not wait until the last moment to submit your application as technical difficulties or other problems might occur.

**Academic transcripts and certificates**

We need your academic transcripts and certificates. You must provide PDF or JPG files of these documents. PDF documents must not be write-protected. All documents and certificates must be either in English or in German. If your original documents are in any other language, please submit certified translations only and not the original documents. Candidates who are accepted to the program have to provide the original documents at the time they enroll in the program.

We do not require an extract of your BSc, Master or Diploma Thesis. You should only provide

documents that are important to support your application. Please do not overload your application with certificates and documents of minor significance.

## Internationally recognized tests

Since our PhD program runs in English, we need to know that you have good English language skills. An English test is not required if you

- are a native speaker
- can prove that you did at least two years of your education in English or
- have spent at least one year in an English speaking country.

Otherwise, participation in an internationally recognized test such as TOEFL or IELTS is highly recommended. You should ask at your university if they provide an official English test which could be a more cost-effective alternative to the TOEFL test. The test results must be provided along with your application documents. If you have older TOEFL or or IELTS test results, please feel free to submit them instead of passing a new test.

## Confirmation of application

We need a signed document that confirms your application to our PhD program. To complete your application you have to print out page 9 of the application form, sign it and send to us as PDF or JPG file along with all your other documents (i.e. application form, CV, mark sheets and certificates) in a single email.
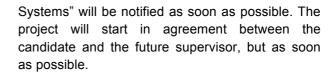
## Assessment of candidates

Faculty members of the PhD program will review your application. Candidates will be selected for an interview based on academic qualifications, motivation, suitability to the program and referee's evaluations. We may contact applicants or referees by phone for preliminary assessment.

This selection process will be over **mid of August 2015**. **Short-listed candidates** will be notified and invited thereafter. Applicants who are short-listed will be invited to attend the final admission assessment in Berlin. Travel expenses as well as the accommodation will be covered.

## Notification of acceptance

Candidates who are accepted to the DFG Research Training Group 2046 "Parasite Infections: From Experimental Models to Natural Systems" will be notified as soon as possible. The project will start in agreement between the candidate and the future supervisor, but as soon as possible.

**Start application here.**