

GSBC - Frequently asked questions regarding the application process

1. General Information

I would like to know more information about the GSBC and the offered position. Where can I find such information?

All information about the GSBC is provided on our homepage: www.gsbc.uni-jena.de. There you can find also a job description as well as information about the application requirements (<http://www.gsbc.uni-jena.de/index.php?id=9>).

How can I apply for the fellowships?

Candidates should e-mail all documents to Kristina von Rhein (kristina.von-rhein@uni-jena.de). The application form is available on our website (<http://www.gsbc.uni-jena.de/index.php?id=233>). The letters of reference should be directly sent to us by the recommenders (via email to Kristina von Rhein (kristina.von-rhein@uni-jena.de)).

I would like to know when to expect feedback or information of the application? How long is the process of assessment?

All applications are reviewed by the assessment committee. The selection process starts when the deadline is expired. We will inform you about the decision of the assessment committee as soon as possible.

Promising candidates are invited for a personal interview. Each candidate is interviewed individually. The interview may consist of a short presentation by the applicant and a question-and-answer session. The presentation may focus either on the candidate's past academic work (diploma or master thesis as well as PhD thesis), or on the planned dissertation project as well as the further research within the GSBC.

Are there any fees?

There are no fees.

Would it be possible to start later than announced?

Yes, that is possible. Doctoral students shouldn't start later than January 2010.

2. Application Requirements

What are, exactly, the application requirements?

Please find a list on our website: <http://www.gsbc.uni-jena.de/index.php?id=257> for the doctoral students and <http://www.gsbc.uni-jena.de/index.php?id=258> for the post-doc candidates.

Is there a maximum age for applicants?

No, but the last degree shouldn't be received long time ago.

Is it necessary to translate all application documents into English?

No, that is not necessary. Writing example, letters of recommendation and transcripts of degrees can also be submitted in German. CV, letter of interest and research proposal should be written in English.

Can my referees email their letters of support? What is the address for sending the letters of reference?

Letters of reference should be directly sent to Kristina von Rhein (kristina.von-rhein@uni-jena.de) by the recommenders.

Is it necessary that the recommendation letters come from my master thesis advisors (PhD supervisors) or could it come from any teacher or colleague? If I can not get in touch with my professor, can I find someone else to write the letter for me?

The letters of recommendation should be written by academic teachers, but not necessarily by the advisors of the thesis.

Is there a template for the letters of recommendation?

No, we have no template.

Are there any constraints concerning the CV?

No, there are no constraints.

If my application was rejected: is it possible to apply again?

Yes it is possible, but the assessment committee will come to the same decision when submitting the same documents. So we advise you to write at least a new research proposal.

I do not have a background in Applied Ethics or Economics, Psychology nor Sociology. I am eligible to apply for the fellowships?

Please apply. The assessment committee will decide about your eligibility.

At the moment I'm finishing my master/PhD. Am I still eligible to apply for the scholarships or is it necessary to have the master/PhD at the time of application?

You can also apply some time before finishing the master/PhD. Doctoral students should submit a transcript of grades (from examination office). Please note in the application documents when you expect to finish your master or PhD.

Is it also possible to apply with a degree from the university of applied sciences (Fachhochschule)?

Yes, that's also possible.

How to get application form?

The application form is available on our website: <http://www.gsbc.uni-jena.de/index.php?id=233>.

Is it necessary to sign the application or the application form?

No, that's not necessary. You can submit the documents without signing it.

Should I send both (bachelor and master degree) or master degree transcript is enough?

Please send us both degrees as pdf.

Which papers should be submitted? (For post-doc candidates only)

You can decide that on your own.

Is it necessary for applicants to hold a TOEFL or IELTS?

No, it is not necessary.

I would like to know exactly what your committee means by a research proposal and what length and features it must have.

The research proposal should be an outline of your planned dissertation project (for doctoral students) or your further research programme within the GSBC (for post-docs). There are no constraints regarding length and content.

Is it possible to discuss with a potential supervisor about the research topic I would like to do or do I prepare an outline on my own?

Normally the research proposal should be prepared on our own. If you have some questions or find it helpful to discuss your proposal before submitting do not hesitate to contact the members of our faculty. You can find a list of them on our website: <http://www.gsbc.uni-jena.de/index.php?id=7>.

I am eligible to apply for the fellowships even if I am not an EU citizen? Is the application open for people from outside Germany or Europe?

The GSBC is an international programme and open for people from all over the world.

3. Financial Matters

I would like to ask about the founding conditions for this position.

The founding includes a monthly scholarship:

- 1.000 Euro for doctoral students
- between 1.340 and 1.440 Euro for post-docs (depending on age)

plus 400 Euro for the first child (and 100 Euro for each additional child) and 100 Euro for office supplies. It is a stipend without social insurance. So you have to take care on your health insurance by yourself.

I would like to ask whether the fellowship has the provision for the stay of the candidate's spouse and infant (For candidates from abroad only).

No, the scholarship is not sufficient to support a family.

Do you cover for travel expenses for conference stays?

Yes, we compensate for travel expenses (but just for a normal ticket), accommodation and conferences fees.

4. Miscellaneous

Is it necessary to move to Jena?

Fellows will actively and permanently participate in the study and research program of the Graduate School. Therefore all fellows are expected to choose Jena as their place of residence.

Is it necessary to have knowledge of German language?

The language of the GSBC is English. We think it also possible to live in Jena without speaking German. We offer help for dealing with paperwork and bureaucratic affairs.

How can I find a health insurance?

Doctoral students financed through a scholarship can join a statutory health insurance scheme as voluntary members or take out private health cover. For doctoral students with no or only minor taxable income free family cover may be possible through their spouse. For scholarship-holders from abroad we suggest <http://www.mawista.com/mwuk/>.

Is it possible to stay abroad for some months?

A research visit abroad is not covenanted, but possible.

