



**Completion Scholarship for completing a dissertation  
Call for Applications 1 – 29 April 2016**

Freiburg Research Services (FRS)  
Internationale Graduiertenakademie (IGA)

**I. General Information**

**1. Personal Data**

Surname

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Name at birth (if different)

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Given name(s)

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Sex

m

f

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Date of birth

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Place of birth

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Nationality

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**2. Contact Data**

Address supplement (e.g. c/o)

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Street, house no.

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Postal code

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City

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Telephone

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Mobile phone

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E-mail

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**3. Bank Account Information**

Last name, first name (if different from applicant)

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Name of bank

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BIC

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IBAN

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**4. Information on Spouse and Children**

Last name, first name of spouse

Is your spouse also receiving an LGFG  
scholarship or a scholarship from another  
organization for a similar purpose? (include  
evidence)

yes

no

Do you have any children?

yes

no

How many?

Have you or your partner taken advantage of a  
similar extension to a doctoral scholarship in the  
past?

yes

no

from... (mm/yyyy) until... (mm/yyyy)

**II. Information on Dissertation Project**

I wish to apply for the scholarship „Funding for Completing a Doctoral Degree“ for the purpose of preparing for doctoral studies as per the State Law on Graduate Funding and the Statutes of the University of Freiburg on the Implementation of the State Law on Graduate Funding in the currently valid revision.

In the faculty

In the field/department

Name of main dissertation supervisor

Topic of dissertation project

Date work on project began (mm/yyyy)

Current state of project

Estimated date of completion (mm/yyyy)

**III. Academic Background**

Composite grade on school-leaving certificate



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Previous studies and examinations (with grades): (if necessary use additional page)

Semester studies began WS/SS	Degree program (diplom, magister, state examination, master)	Result of intermediate examination or bachelor degree	Date and result of final examination	Study semester (FS)	University semester (HS)

Other academic achievements (publications, etc.)  
(if necessary use additional page)

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**IV. Further Information**

Are you currently completing a continuing education or vocational training program outside of the university?      yes       no

If so, please indicate the name of the program:

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Are you currently enrolled in a university degree program other than the doctoral degree program?      yes       no

If so, what kind of degree program and at what higher education institution?

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**Notice:** You will be required to complete or terminate any continuing education or vocational training program you are enrolled in no later than three months after your application for the LGFG scholarship is approved. Please include evidence or submit it later.

Do you currently have a job?      yes       no

What kind? (include evidence)

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Do you plan to work or engage in another permitted activity while receiving the LGFG scholarship?      yes       no

What kind? How many hours per month?

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Will you need to perform research in a foreign country to complete your dissertation project?      yes       no

In what country? At what research institution? For what purpose?

For how long?

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Have you already received another scholarship for  
your dissertation project?      yes       no

From what public or private organization? How  
much funding did you receive? When? What type  
(e.g. allowance for materials or travel expenses)?  
(include evidence)

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**V.      Details on Funding Period**

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Funding Period: **max. 6 months** (1st August 2016  
– 31st January 2017)

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Desired beginning of funding

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Desired end of funding

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Number of desired months of funding  
(Up to six months are possible.)

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**VI.      Declaration of Applicant**

In the case that I receive a scholarship, I promise to adhere to the following:

1. I promise to make all necessary and reasonable efforts to complete my dissertation project.
2. I promise to adhere to the rules of good academic practice.
3. I promise to refrain from engaging in activities or training programs which are not compatible with the LGFG funding.
4. I promise to inform the University of Freiburg if I change my dissertation project or discontinue work on it.
5. I promise to provide the University of Freiburg all information required by the LGFG and the Statutes of the University of Freiburg on the Implementation of the State Law on Graduate Funding and report any changes to this information, particularly changes concerning
  - income
  - marital status
  - amount of children and eligibility for child benefits
6. I promise to inform the University of Freiburg of changes in my address without delay for the extent of the period in which I am receiving the scholarship or am under obligation to complete a progress report.
7. I will present the certificate confirming that I have submitted my dissertation to the University of Freiburg at the end of winter semester 2013/2014.

**VII.      Right of Revocation**

The scholarship may be revoked if

- the recipient provided incorrect or incomplete information to obtain the scholarship;
- the recipient fails to fulfill obligations or fails to fulfill them within set time limits;
- the recipient uses the funding for purposes other than those intended;
- the university stops receiving the necessary funds from its financial backer.



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**I hereby declare that I have not knowingly provided any false information on this application, including the enclosed statements. I am aware that I will be required to pay back all or part of my scholarship if it is found that I have knowingly provided false or incomplete information.**

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Place, Date

Signature

The legal foundations for the collection of your data are the State Law on Graduate Funding (LGFG) from 23 July 2008 and the Statutes of the University of Freiburg on the Implementation of the State Law on Graduate Funding from October 2009 as well as the guidelines on the Implementation of the State Law on Graduate Funding from 4 March 2014

Inquiries: [lgfg@frs.uni-freiburg.de](mailto:lgfg@frs.uni-freiburg.de)  
Phone: +49 761 203 6813

**Please send all application documents to**  
University of Freiburg  
Freiburg Research Services  
International Graduate Academy  
'Completion Scholarship for Completing a Dissertation'  
Friedrichstrasse 41-43  
D-79085 Freiburg

**Documents attached:**

1. Description of your dissertation project (12 pages max.). It must include an account of your previous academic work and work for your dissertation project you have accomplished so far as well as a schedule and plan for completing it;
2. Letters of recommendation from two professors, junior professors, or other persons authorized to supervise dissertation projects. At least one of them must be a faculty member of the University of Freiburg. The letters of recommendation must be sent directly to the IGA by the reviewer or included with your application in a sealed envelope.
3. Curriculum vitae
4. A copy of Certificate of acceptance as a doctoral candidate from your home faculty;
5. A copy of your higher education entrance qualification (school-leaving certificate);
6. A copy of your university examination certificates (intermediate examination certificates/ Bachelor certificate);
8. A certified copy of your university diploma;
9. Any documents providing evidence of academic achievements, relevant practical experience, and qualifications earned at or outside of the university.
10. Declaration of Income in Lieu of Oath;
11. Birth certificate of your child and family registration certificate (if applicable).