

Scholarship for the completion of the doctorate

1. Personal Data

Surname	
First name	
Street, house no.	
Postal code, city	
Telephone	
E-mail address	

Gender	male <input type="checkbox"/>	female <input type="checkbox"/>	other <input type="checkbox"/>
Date of birth			
Nationality			
Child(ren)			

2. Information on Doctoral thesis

I wish to apply for a scholarship as per the Act on Graduate Funding of the Land of Baden Württemberg (LGFG) and the Statutes of the University of Freiburg on the implementation of the Act on Graduate Funding of the Land of Baden Württemberg for the preparation of a doctoral thesis.

At the faculty	
In the field / at the department	
As part of a structured doctoral programme	no <input type="checkbox"/> yes <input type="checkbox"/> (name of the program):

Topic of doctoral thesis	
Main doctoral thesis supervisor	
Secondary doctoral thesis supervisor	

Beginning of doctoral thesis			
Anticipated completion of doctoral thesis			
Requested scholarship funding period	From:	Until:	Number of months:

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3. Information on Academic Background

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

From	Until	at (University, Location)	Programme degree	Grade	Month/ year of the examination

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

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4. Further Information

Have you already received another scholarship for your doctoral thesis?	yes <input type="checkbox"/>	no <input type="checkbox"/>
From what public or private organization?		
How much funding did you receive?		
For what period of time?		
What type (e.g. allowance for costs of material or travel expenses)?		

5. Information about Employment Relationship

Gainful employment relationship is permissible for up to one quarter of the monthly working hours of a full employment contract according to TV-L and only if there is no connection between scholarship and employment relationship in terms of content, time and location.

Do you plan on being employed by the University of Freiburg during the funding period?	yes <input type="checkbox"/>	no <input type="checkbox"/>
If yes, is it an academic position?	yes <input type="checkbox"/>	no <input type="checkbox"/>

It is essential that the Human Resources Department is informed about your scholarship and verifies whether the scholarship and employment relationship are compatible. This needs to be confirmed before you can receive scholarship payments.

Please refer to university circular no. 23/2018: Compatibility of a university scholarship, which is exempt from tax and compulsory social security contributions, with employment relationship as a research associate (TV-L E13) or academic assistant (subject to directives, tax and compulsory social security contributions).

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Declaration of Applicant

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

1. I will make all necessary and reasonable efforts to complete my doctoral thesis.
2. I will adhere to the rules of good academic practice.
3. I will refrain from engaging in activities or training programmes, which are not compatible with an LGFG scholarship. According to section 5 of the Statutes of the University of Freiburg on the implementation of the Act on Graduate Funding of the Land of Baden Württemberg (LGFG), the doctoral thesis and employment are compatible if they are separable with regard to their content as well as the time and place at which they are performed. If you are currently or will be employed by the University of Freiburg during the funding period, you must notify the Human Resources Department of the scholarship as early as possible.
4. I will inform the University of Freiburg about any changes to my doctoral thesis or if I discontinue working on it.
5. I will provide the University of Freiburg with all information required by the LGFG and the Statutes of the University of Freiburg on the implementation of the Act on Graduate Funding of the Land of Baden-Württemberg as well as any changes to this information. This includes changes in
 - my level of income,
 - my marital status,
 - the number of children I am raising and the amount of child benefits I receive from the government.
6. I will inform the University of Freiburg of changes in my address without delay during the period in which I am receiving a scholarship or in which I am under obligation to complete progress reports.
7. I will send the report (section 9 LGFG) without waiting for a request.

Right of Revocation

The scholarship may be revoked if

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

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 I have knowingly provided false or incomplete information.

Place, Date

Signature

The legal foundations for the collection of your data are the Act on Graduate Funding of the Land of Baden-Württemberg (LGFG) from 23 July 2008 and the Statutes of the University of Freiburg on the implementation of the Act on Graduate Funding of the Land of Baden-Württemberg (LGFG) from 30 June 2023, as well as the Directive for the application of the statutes for the implementation of the Act on Graduate Funding of the Land of Baden-Württemberg (LGFG) from 8 November 2023.

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Inquiries: lgfg@zv.uni-freiburg.de
Phone: 0761/203-6812

Please send all application documents to

lgfg@zv.uni-freiburg.de

and

University of Freiburg
Freiburg Research Services
Graduate Centre (GraCe)
LGFG
Fahnenbergplatz
D-79085 Freiburg

Documents attached:

1. A copy of your certificate of acceptance as a doctoral candidate from your home faculty
2. Description of your doctoral thesis (maximum of twelve pages). It must include an account of your previous academic work and work for your doctoral thesis you have accomplished so far as well as a schedule and plan for completing it
3. Letters of recommendation from two university teachers, or other persons authorized to supervise doctoral studies. One of the recommendation letters must be written by your main supervisor. At least one of them must be a member of the University of Freiburg. The letters of recommendation must be personally signed and sent directly to GraCe by the reviewer.
4. Curriculum vitae (in tabular form)
5. A copy of your university examination certificates (intermediate examination certificates/ bachelor's degree certificate)
6. A copy of your university degree certificate that qualifies for a doctorate (master's degree certificate or similar)
7. If applicable, a copy of any documents providing evidence of academic achievements, relevant experience and qualifications gained at or outside of the university

Please note that we can only accept your application and pass it on to the commission if it contains all the documents listed above.

