

Important information for application

Applications will be accepted only via email to tj-train@charite.de during the application period.

The participation in the Online Assessment Center is mandatory.

After the Online Assessment Center further online interviews or interviews at the institutes in Berlin with selected candidates will be scheduled. Thus, please make sure, that you are available in the weeks after the Assessment Center.

If you have any questions or encounter any problems when preparing your application please don't hesitate to contact the coordinator, Rita Rosenthal, by e-mail tj-train@charite.de.

Requirements

RTG PhD applicants are required to have a diploma, master degree or comparable degree in a biomedical discipline with grade "very good" or "good".

Formal requirements for the acceptance as PhD student are:

- 1) Master degree (or comparable) in a relevant subject from a University listed and positively rated by the "anabin" database of the "Kultusminister Konferenz" (<http://anabin.kmk.org/>)
- 2) a total of 300 ECTS credit or equivalent for obtaining the Master degree (https://en.wikipedia.org/wiki/European_Credit_Transfer_and_Accumulation_System)
- 3) a thesis project as part of the Master degree
- 4) a final mark of at least "2" (good) as calculated by the "Bayerische Formel":

$$N = 1 + 3 \cdot \frac{P_{\max} - P}{P_{\max} - P_{\min}}$$

N: final equivalent mark within the German system

P: final mark of the student in his/her institution's system

P_{\max} : best possible mark of the foreign institution

P_{\min} : lowest possible mark (above fail) of the foreign institution

Applications are also welcome if the required degree has not yet been awarded by the time of application. However, this must have been conferred **before** the official start date of October 1, 2023.

Applicants who are not native English speakers should demonstrate an adequate competence of the English language during the Assessment Center and interviews. It is necessary that applicants can communicate in spoken and written English. Applicants are encouraged, but not required, to submit TOEFL or IELTS certificates with their applications. For admission to the doctorate a proof of the language skills (English level B2) may be necessary.

Application

- 1) The application has to be in English language (application form, CV). Please select 4 preferred projects sorted by priority and include this in the application form. The application form and the project list is available at <https://klinphys.charite.de/grk/> and <https://tj-train.charite.de>

2) All submitted transcripts and certificates must be in English or German. Certified copies of documents are not mandatory in the application. However, for admitted students all relevant documents have to be certified.

3) The application must include the relevant university examinations (Master's and Bachelor's degree, or German *Diplom* and *Vordiplom*). If your final certificates are not available for your application, please submit provisional certificates and send final certificates as soon as available. Final certificates must be submitted for your employment. Please also include your final certificate of secondary school education (*Abitur*, *Matura*, or equivalent) which gives the right of admission to university. Please include an explanation of the grading system for this certificate.

4) The application must include reference letters of two academic teachers/supervisors.

5) Please submit your application via email tj-train@charite.de by May 21, 2023. The application will consist of **one pdf file** which includes application form, CV, university records (transcripts of completed courses and grades), certificates and reference letters.

6) We do not consider incomplete applications or applications consisting of more than one pdf file.

7) Participation in the Assessment Center and subsequent interviews in Berlin or online are a prerequisite to meet admission requirements in our PhD program.

Checklist for your application

- Completed Application Form
- Curriculum vitae (1 page)
- Transcripts, records of study
- Certificates: Master (or Diploma), Bachelor, secondary school education, English language test (if available, not mandatory)
- Reference letters of two academic teachers/supervisors

Application process

The faculty of GRK 2318 will select applicants for presentations and interviews in the Online Assessment Center. The Assessment Center consists of short presentations of the Master/Diploma thesis with following discussion. After the Online Assessment Center, selected candidates will be invited for further interviews, meetings with potential supervisors, and a visit of groups and labs in Berlin or additional online interviews with applicants from overseas and potential supervisors will be scheduled. The GRK administration will pay a specific sum for travel and accommodation expenses for external candidates. Costs to obtain visas (visa fees and travel to embassies) cannot be payed.

After these interviews and meetings, applicants will be asked to give a final, updated list of 4 preferred projects sorted by priority.

A final decision regarding the acceptance to the program will be announced until July 14, 2023. All students will be informed about the decision by email. Selected PhD students will receive a work contract and start their PhD project on October 1, 2023. There are no tuition fees. However, PhD students are required to enroll at one of local universities with a contribution of ~ 50 € / month for which they will receive a ticket for free public transport in Berlin and surrounding areas.