

Frequently Asked Questions

1. At the moment, I am in the final stage of my PhD process, but I already know for sure that my defense will not take place before May/June. I wonder if the time frame between the application in May and October (as starting point of the fellowship) is enough for your acknowledgement of my application, despite **I do not hold the degree** at the moment of application.

→ Our fellowships are addressed to applicants that should be at the postdoctoral level and should have finished their PhD by July 2019 to participate in the program from October 2018 onwards. Please clearly demonstrate in your application that you will finish your PhD in time so that you could work on another project during the fellowship 2019/20.

2. I will surely have my **viva after summer 2019**, possibly September, but most probably October. Since I read that the project starts on October 1, 2019 and that it is meant for postdoc scholars, am I automatically ruled out from this year's application round?

→ If you already handed in your written dissertation before summer it will be fine. The viva can be later. In your cover letter, you should state at what stage of your dissertation you are. A recommendation letter should be written by your advisor to prove the state of your thesis. For our purpose, it is the thesis that counts and not the formalities afterwards. If you finished writing your thesis before starting here on October 1, 2019, it will be fine.

3. Are there any "**PhD fellowships**" offered in this program?

→ Our fellowships are addressed to applicants at a postdoctoral level who should have obtained their doctorate within the last seven years. Unfortunately, we do not offer fellowships for PhD students.

4. I am not yet qualified to apply for a fellowship and I was wondering if there will be any **post-doctoral vacancies in the future**?

→ We call for applications for post-doctoral fellowships every year in spring. Some of the programs or research fields may change in the future, but I kindly ask you to check our annual calls for future fellowships. You can also follow us on our [EUME Facebook](#) page where we announce future calls and other activities of the program.

5. I am interested in applying for a fellowship but I completed my **PhD already in 2011**. Will that render me ineligible?

→ Our Call states that the PhD should be obtained no longer than 7 years ago; but it could also be 8 or 9. The specification in our call respective the time of doctorate is not the only factor in selecting potential candidates. Other factors will also be taken into consideration. (Furthermore, the evaluation committee considers the differences of educational systems in different countries.) The fellowship is oriented towards the claims and needs of postdocs. If that is fine for you, please feel free to apply for our fellowships.

6. Are there any **age limits** for applicants? My age is above 50.

→ There are no age limits, but the PhD should be obtained no longer than 7 years ago; but it could also be 8 or 9. It is not a question of age but rather of framework, conditions (such as the amount of the stipend, the location of the workspace and so on), and over-qualification. It is certainly not a fellowship for distinguished Professors. You should decide on your own whether you are eligible and whether you want to apply.

7. Should I attach **samples of my scholarly work** or **recommendation letters** to my application?

→ There is no need to attach samples of your scholarly work or recommendation letters to your application.

8. Is it possible to apply for **more than one research field** (EUME)?

→ For the evaluation committee, we will note down the mentioned research fields. Generally, it can be considered favorable to mention more than one, if the project overlaps the fields. The aim of the evaluation committee is to select a group of fellows with interesting projects and to give the opportunity for a fruitful exchange

9. I would like to know more about the **working conditions at your institute**.

→ The fellows are affiliated to different host institutions depending on their project and the research field. The main focus is on the development of your own research project, but you should also attend the seminars and events in relation to the project and your host institution. There is no teaching obligation, but you should hold a seminar in the context of the project.

10. Is it advisable (or strictly forbidden) to directly **contact the head of the group** I am considering to apply for to see whether my theme is of interest to her/him before sending the application?

→ Of course, you can contact the director of the different research fields directly. Usually that is not necessary unless you have doubts whether or not your project fits in that particular field. The final choices are made by the whole committee and not within the departments. In case of minor uncertainties, you should always contact eume@trafo-berlin.de first.

11. I read in your announcement that all application documents must be in English. Is it possible for your committee to accept **documents in other languages than English**?

→ The language of the program is English. So it should not be necessary to attach any of the requested documents in other languages than English.

12. Apart from the specified length of five pages for the project outline, are there any other **guidelines** that I ought to follow?

→ We have no special application form or guidelines for the project descriptions, except that it should be no more than five pages long. You can choose the form in which you present your project yourself. In general, you should describe what you plan to work on in Berlin if granted a fellowship. You could relate it to previous works, including a brief bibliography or timetable etc. The description should not exceed five pages. Besides this, please attach the completed cover sheet form to your application which you can find on our website: <http://www.eume-berlin.de/en/call-for-application.html>