

Check list

First application Graduate Funding from the German States (LGF)

Application requirements:

- You have to be accepted as a doctoral candidate at the KIT department ("Fakultät")

The following documents have to be submitted digitally in the exact order as stated below and in one single PDF file (apart from the XLSX table):

- Check list
- Completed form "Application for a Scholarship in Accordance with the Law on Graduate Funding from the German States (LGFG)"
- A short description of your work project, your work plan including your time schedule, which should be a maximum of five pages long.
- Declaration form completed and signed by the supervisor (does not replace the expert opinion)
- Expert opinion of the supervisor of your research project (professor / junior professor / associate professor) which includes
 - a reliable answer to the question as to how you intend to finance your doctoral research in the case that your doctoral research period exceeds the funding period.
 - an assessment of the applicant's qualifications in comparison to others in the same graduating year/class on a percentage basis.
- Expert opinion of a second professor / junior professor / associate professor
- Scans of your degree certificates including a transcript of records (Bachelor and Master certificates and/or certificates from the preliminary and main study periods). For foreign degrees the documents should be handed in in the original language and as a German or English translation.
- A letter of confirmation from the KIT department ("Fakultät") stating that you have been accepted as a doctoral researcher
- Tabular CV, in particular listing information concerning your course of study up to now.
- If applicable, complete list of scientific publications and conference contributions (including an indication if first author or peer-reviewed)
- Declaration of implementation of the Law on Graduate Funding from the German States
- If you have applied for family allowance: written confirmation from the Residents' Registration Office ("Einwohnermeldeamt") stating that your child lives in your household
- Table Key Data Application (Excel file as separate document, not included in PDF file)

I hereby confirm that I have checked the accuracy in terms of form and content of this application.

Place, Date

Signature (applicant)