

Checklist for Applicants – KIT Doctoral Award 2024-2025

I hereby confirm that I have carefully checked and correctly prepared the following documents. All files are:

- ✓ complete
- ✓ in the correct order
- ✓ correctly named
- ✓ combined into one single PDF (except the excel summary sheet)

1. Assessment form completed and signed by my supervisor

included in the PDF
will be submitted separately

2. Curriculum Vitae (CV), including

- duration of studies and doctorate
- awards, stays abroad, additional qualifications
- social and other commitments,
- patents, conference contributions (talks/presentations, posters)

3. List of Publications

- divided into: before the start, during and after the completion of my doctorate
- peer-reviewed status indicated

4. Doctoral Certificate and Diploma

OR confirmation of doctoral degree (with grade) from my KIT Department

5. Excel Summary Sheet (separately)

- matches information in CV and publication list

6. Signed Checklist (separately)

File Naming

- PDF (1-4): Family name, first name_Application_KIT Doctoral Award 2024-25
- Excel sheet (5): Family name, first name_Submission_KIT Doctoral Award 2024-25
- Checklist (6): Family name, first name_Checklist_KIT Doctoral Award 2024-25

Any remarks about your documents? Please let us know!

By signing the checklist, you confirm that you have thoroughly reviewed your application and that all documents are in order.

Place, date

Full name, Signature