

## BIGSSS Adjunct PhD Program – Application Materials

### General information about applying - please read carefully

Please submit your application for the BIGSSS Adjunct PhD Program in one single PDF file via email to [admissions-officer@bigsss-bremen.de](mailto:admissions-officer@bigsss-bremen.de).

You will find a list of what your application should include below.

We can only accept documents in pdf-format. You can download a free version of [PDFCreator](#).

If you have any questions regarding the admissions process, please consult our Frequently Asked Questions Section below after carefully reading the website or contact our Admissions Officer at [admissions-officer@bigsss-bremen.de](mailto:admissions-officer@bigsss-bremen.de).

### Application Materials for Adjunct PhD Fellowships

Candidates are asked to submit the following application materials in their application.

#### 1. PERSONAL INFORMATION FORM

- Please note that there is no official “application form”. Instead, applicants are requested to submit the documents described below and provide us with personal information, contact data and information on their professional background.

#### 2. CURRICULUM VITAE

- Your CV should include information on your educational and work history, publications, language abilities and extracurricular interests (max. 2 double-spaced pages, incl. a statement on transferable skills).

#### 3. LETTER OF SUPPORT BY FIRST SUPERVISOR

- Please provide a letter of support written by the head of the project which lends support to the application and confirms that you are able to take part in the BIGSSS’ program and meet all curriculum-related demands of the Adjunct Fellow status (e.g. early progress assessment colloquia with supervisors) at BIGSSS.

#### 4. PRELIMINARY DISSERTATION PROPOSAL (optional)

- We do not expect you to have an ultimate version of your research proposal upon application, especially if you just started your dissertation project. You might have a preliminary dissertation proposal though. If this is the case, please upload it to our admissions system. It should be written in English, encompass between 5 and 10 double-spaced pages and include the following elements:
  - (1) Summary
  - (2) State of research (highlighting theoretical and empirical debates on your topic and deficits in the literature that your project would address)
  - (3) Your research experience/competence in the field
  - (4) Objectives, methods and work plan (be very specific about the methods used and the stages of the work plan)
  - (5) Bibliography
- Please note: By submitting your application, you consent to have your dissertation proposal checked for plagiarism.

#### 5. CERTIFICATION OF ENGLISH PROFICIENCY (optional)

- Applicants are asked to demonstrate English language proficiency equivalent to a 100/250/600 score on the TOEFL test. These skills are assessed informally at BIGSSS but you may include a certificate. If you wish to include a certificate, please upload it to our admissions system in the relevant section.
  - **Scores:**
    - TOEFL: paper-based 600, computer-based 250, internet-based 100
    - IELTS: Band 7.5
    - Cambridge Certificate: pass CAE
- No previous knowledge of German is required.