

## BIGSSS Affiliated PhD Program – Application Materials

### General information about applying - please read carefully

Please submit your application for the BIGSSS Affiliated 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 Affiliated 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 Affiliated Fellow status at BIGSSS.

#### 4. PROPOSAL DRAFT WITH A FOCUS ON RESEARCH QUESTION (1-2 PAGES)

- Please provide a draft of your dissertation proposal (double-spaced).

#### 5. STATEMENT OF SKILLS AND EXPERIENCE WITH METHODS OF EMPIRICAL SOCIAL RESEARCH

- Please provide information on your knowledge of research methods (including methods courses taken). Applicants from disciplines with little or no standard methods training should provide other pertinent information on relevant research skills. Statements must have a length of at least 1/2 a double-spaced page.

#### 6. MA/ DIPLOM/MAGISTER CERTIFICATES

- Please provide a pdf-document of your Master's degree (or equivalent). If a certificate is not issued in English or German, provide an English or German translation. If you are shortlisted, we will ask you to bring a notarized (or officially certified) photocopy of your original certificates and any translations.

#### 7. 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.