

Memo



TO Graduate Department/Program Coordinators and
Graduate Assistants
FROM Monica Corbett
DATE August 1, 2018
SUBJECT **2019-2020 DAAD Study Scholarships and/or Research Grants**

SCHOOL OF GRADUATE STUDIES
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DEADLINE TO SGS: OCTOBER 4, 2018

The German Academic Exchange Service (DAAD) is a publicly funded independent organization of higher education institutions in Germany. Among other funding opportunities, DAAD offers research grants and/or study scholarships for students with at least a Bachelor's degree to either study or do research in Germany. This memo is for circulation to your current post-doctoral fellows, graduate students and if applicable 4th year undergraduate students in your department/program.

(NOTE: There is a separate DAAD Undergraduate Scholarship Program to support undergraduate US and Canadian students interested in studying, doing research, or completing an internship in Germany. Applicants to this program apply directly to DAAD. Application details and eligibility requirements are here: <https://www.daad.org/en/study-research-in-germany/study-in-germany/undergraduate/>)

PROGRAM DESCRIPTIONS

Note: All funding will start as of October 1, 2019.

The School of Graduate Studies administers applications for the DAAD competitions for:

Study Scholarships: available to highly qualified graduating 4th year undergraduates, recent graduates and graduate students of all disciplines to provide the opportunity to study in Germany, or complete a postgraduate or Master's degree course and obtain a degree from a German higher education institution. Graduate study scholarships are granted for one academic year (10 months) with the possibility of a one-year extension for students in degree-granting programs to complete a full degree course in Germany. The duration of the Study Scholarship is between 10 and 24 months depending on the length of the chosen study programme. Scholarship funding periods must start as of October 1.

Applicants in all academic fields are welcome to apply. Complete details on eligibility requirements and other terms of this scholarship, and the mandatory online application, can be found on DAAD's website, here: <https://www.daad.org/en/find-funding/graduate-opportunities/study-scholarship/>

Research Grants: awarded primarily to highly qualified PhD candidates or Post-Doctoral fellows who are early in their academic/professional careers OR to individuals wishing to earn a doctoral degree in Germany. Funding may also be granted to recent PhDs who would like to conduct research. Graduate students should be enrolled full-time in an accredited graduate program. For PhD students who apply for this funding, no more than 3 years should have passed since receiving ABD (All but Dissertation) status. Doctoral and Post-doctoral applicants may also apply. All academic disciplines are eligible.

Graduate research grants are granted from one to 10 months, with the possibility of a one-year extension. Doctoral candidates wishing to complete their degree in Germany may receive up to three one-year extensions. Funding periods must start as of October 1. Complete details on eligibility requirements and other terms of the research grants, and the online application, can be found on DAAD's website, here:

<https://www.daad.org/en/find-funding/graduate-opportunities/research-grants/>

NOTE: Undergraduates are NOT eligible to apply for Research Grants, but have many other opportunities to apply for funding for study or research in Germany. Visit www.daad.org to find out more.

ELIGIBILITY REQUIREMENTS:

- Applicants in all academic fields are welcome to apply, but DAAD does not support studies/research in a clinical science degree at a German university such as dentistry, medicine, pharmacy, or veterinary medicine.
- Applicants should have a well-defined study project that makes a stay in Germany essential.
- German language ability is not a requirement for this grant, however students should demonstrate language skills commensurate with their study and research needs.
- Applicants may not hold a DAAD grant and a grant from another German or German-American organization/German-Canadian organization concurrently for the same project. Prior recipients of a DAAD grant should contact DAAD New York before applying to determine their eligibility status.
- DAAD Study Scholarships in artistic fields (such as Music, Film, etc.) and Architecture, have additional, special eligibility requirements, and a different deadline and submission process. For additional application guidelines for these fields, please go to <https://www.daad.org/en/find-funding/graduate-opportunities/study-scholarship/>, click "Application Guidelines for Artistic Fields" and click on the relevant field from the list shown:

Study Scholarship in the Field of Music

Study Scholarship for Performing Arts

Study Scholarship for Fine Art, Film, Design/Visual Communication and Film

Study Scholarship for Architecture

Graduate applicants: Graduate students may apply at any point in their graduate studies at Queen's University. Applicants should be US or Canadian citizens enrolled full-time in a graduate degree program at Queen's University. Foreign nationals may apply if they have been full-time graduate students at an accredited US or Canadian university for more than one academic year at the time of application. However, all foreign nationals must contact DAAD New York before applying to determine their eligibility status. Contact information can be found here:

<https://www.daad.org/en/home/contact/>

Undergraduate applicants: Undergraduate students should apply in their senior (final) year of undergraduate study at Queen's University, for a Study Scholarship. Undergraduates are NOT eligible to apply for Research Grants. Graduating seniors applying for this program must be enrolled full-time at the time of application. Applicants must have completed at least a Bachelor's degree prior to beginning their study in Germany. The academic year abroad should begin immediately following the completion of their degree. Undergraduate applicants must be US or Canadian citizens enrolled full-

time in a degree program at an accredited US or Canadian university. Foreign students are eligible to apply if they have been enrolled full time in a degree-granting program for at least two years. All foreign nationals must contact DAAD New York before applying to determine their eligibility status.

GUIDELINES FOR ALL APPLICATIONS:

The online application portal is on DAAD's website. Please review all instructions before applying.

Applicants **must** complete the online application, submit it to DAAD via the application portal, **AND** print out the completed application and send 3 copies to the School of Graduate Studies, along with all supporting documents, by the deadline of October 4, 2018.

Applicants receive an email confirming successful submission of the online application to the DAAD portal. Applicants must provide this email as proof that their application has been successfully submitted to the portal, with the hard copies of the application submitted to the School of Graduate Studies. The online application is only valid if all the required hard copy documentation is also submitted to the School of Graduate Studies by October 4, 2018.

For either the Study Scholarships or Research Grants competitions, currently registered final year undergraduate students, or currently registered graduate students at Queen's University or current post-doctoral fellowship holders at Queen's University, must submit all application materials to the School of Graduate Studies by October 4, 2018.

All parts of the application must be submitted for all 3 copies. The only exception is the original reference letter—only the original letter has to be submitted to the School of Graduate Studies.

All blanks on the application form must be completed, even if the information is available in the CV or other documents in the application dossier.

The hard copy application materials must not be stapled, laminated or bound in folders.

Incomplete or late applications will not be accepted.

EVALUATION CRITERIA AND INTERNAL ADJUDICATION PROCESS

As a partner university with DAAD, Queen's University may nominate one "priority candidate" for these competitions. The priority candidate will be placed in a separate application pool in the DAAD national competition. Even with this status, competition for the limited number of awards is still very strong.

An ad hoc committee of the School of Graduate Studies will evaluate all eligible applications using the same criteria that the DAAD Selection committee will use: the overall excellence of the academic record, the proposed plan of study/research, and the applicability of the proposal to German institutes of higher education, archives or research institutes. This subcommittee will determine our priority candidate.

Although Queen's can only nominate one priority candidate, all other, non-nominated, eligible applications will be forwarded to DAAD and placed in the general competition.

MORE INFORMATION AND ASSISTANCE:

For more information about DAAD, and DAAD's funding programs and application processes, see the Frequently Asked Questions document on the website:

<https://www.daad.org/en/find-funding/faq/faq-daad-scholarships-events/>

There is a manual with instructions about using the DAAD application portal, here:

https://www.daad.de/sapportal/hilfe/hb_download/PBF_en.html

If you cannot find assistance from all the website materials, contact DAAD's program office. Contact information can be found here: <https://www.daad.org/en/home/contact/>

THE DAAD INFORMATION CENTRE TORONTO

The DAAD Information Centre Toronto is dedicated to serving the needs of students and faculty in Canada. It promotes study and research in Germany, advises local students on funding opportunities, and builds ties between German and Canadian universities. The Centre is open for consultation and advising services on Mondays from 10 am to noon or by appointment.

Information Centre Toronto
1 Devonshire Place, N207
Toronto, M5S 3K7
Phone: +1 (416) 946-8116
Email: daadca@daad.org
Website: www.daad-canada.ca

SUBMISSION OF APPLICATIONS: Please submit the required number of paper copies of the application to:

Erfanieh (Erfan) Aghdasi
School of Graduate Studies
Room 425, Gordon Hall
Queen's University
Kingston, Ontario CANADA K7L 3N6

NO LATER THAN OCTOBER 4, 2018.

Thank you for your assistance. Contact Erfan Aghdasi via email (aghdasie@queensu.ca) if there are problems or questions.

Yours sincerely,
Monica Corbett
Director, Admissions and Student Services
School of Graduate Studies