

Frequently Asked Questions (FAQs)

Development Related Postgraduate Courses

Content

I. GENERAL QUESTIONS	1
II. REQUIREMENTS	2
III. APPLICATION DEADLINES	2
IV. APPLICATION.....	3
V. OTHERS	5

In the following we will answer frequently asked questions concerning the application procedure in the programme “Development-Related Postgraduate Courses”. Information concerning the course contents can be found on the according websites of the courses.

I. GENERAL QUESTIONS

1) For which university programmes can I apply?

Information about the Programme in general (application conditions, application procedure, deadlines, documents and contact) as well as an overview of the supported postgraduate courses can be found under „[Overview](#)“.

2) I am already studying or got accepted into a master’s programme in Germany that is not in the booklet, can I apply for funding?

No, the scholarship is only granted for the entire duration of the courses listed in the most current booklet.

3) Where can I find detailed information about the postgraduate programmes for which the DAAD offers scholarships?

Information about the Programme in general (application conditions, application procedure, deadlines, documents and contact) as well as an overview of the supported postgraduate courses can be found under „[Overview](#)“.

II. REQUIREMENTS

1) Do I have enough work experience?

The requirement two years of (relevant) work experience refers to the time of your application.

2) What Language Requirements do I need to fulfil?

English: The language requirements differ depending on the course you wish to apply for. The minimum requirement to apply for a DAAD scholarship normally is an IELTS (band 6) certificate or TOEFL (minimum score 550 paper based, 213 computer based and 80 internet based).

German: For those courses taught in German, a DSH 2 or Test DaF 4 certificate is necessary for matriculation. At the time of the application, a level B1 certificate is necessary.

3) Can I submit an institutional score from my university instead of a TOEFL/IELTS score?

Please check with the according Postgraduate Course.

4) Should I get TOEFL/IELTS to send you an official copy directly, or is a (certified) copy enough?

Please check with the application modalities of the according Postgraduate Course.

5) Do I have to wait for my score/official score to come in before I apply?

Please check with the application modalities of the according Postgraduate Course.

6) In my country there is only a three-year bachelor, can I apply?

Please check with the university you are interested in, whether you can apply.

III. APPLICATION DEADLINES

1) What are the deadlines?

Information about the Programme in general (application conditions, application procedure, deadlines, documents and contact) as well as an overview of the supported postgraduate courses can be found under „[Overview](#)“.

2) The deadline for the course I am interested in is already over, can I still apply?

This is not possible.

IV. APPLICATION

1) How do I apply?

The applications have to be sent directly to the respective University. Applications (or documents) sent to the DAAD will not be forwarded to the according courses!

The complete applications have to be submitted in English or German to be considered.

List of the required documents (in the stated order):

- **DAAD application form** can be found under “[Application Procedure](#)”.
- **hand-signed CV** (please use the europass specimen form: <http://europass.cedefop.europa.eu/>)
- **hand-signed** letter of motivation (with reference to current occupation), maximum 2 pages with reference to the current employment. Further should the development-related motivation be described and how you intend to make full use of the scholarship and education by taking on social responsibility later in your career.
- **IMPORTANT**: When applying for more than one postgraduate course (maximum 3 courses), you have to submit one motivation letter explaining why you are applying for these specific courses and why you chose that priority.
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- **professional letter/s of recommendation from your employer** (the letter must have a letterhead, a signature and an office stamp and must be of recent date)
- **confirmation of employment from the employer** in your home country and – if possible – a guarantee of reemployment.
- **Proof of language abilities:**
 - a) English - TOEFL or IELTS (Note: We only accept an academic TOEFL)
 - b) German - necessary for the courses taught in German; for the courses taught in English, if available
- (certified*) copies of awarded academic degrees (certified translation if necessary)
- (certified*) copies of academic transcripts (certified translation if necessary)

* Please check with the requirements of the according University whether certified copies are required.

Please note that the University you are applying for may require additional documents. Please check with the website of the according postgraduate course.

2) Where do I find the application form?

DAAD application form can be found under [“Application Procedure”](#).

3) Where should I send my application?

You have to apply directly at the according University.

Applications (or documents) sent to the DAAD will not be forwarded to the according courses!

4) Are there any country specific regulations?

Applicants from PR China have to submit a certificate of the “Akademische Prüfstelle (APS)” of the German Embassy.

5) Do I need to be accepted for the masters programme before I apply for the scholarship?

No, that is not necessary.

6) What documents do I need to submit (application form/brochure/universities say different things)?

See IV. APPLICATION point 1).

IMPORTANT: The University may require additional documents!

7) Where should I send additional documents to?

It is recommended to submit complete applications. Please check any subsequent filing with the according course and send the missing documents directly to the university.

Important: Do not send any additional documents to DAAD, as we will not be able to forward them to the according Postgraduate Courses.

8) Where can I learn about the status of my application?

Unfortunately, we cannot give any information on the status of applications. You will be informed by the according course that you applied for. The majority of the selection process will be finished in March.

9) Can I send my application in an email?

Please check with the application modalities of the according Postgraduate Course.

10) How many programmes can I apply for at the same time?

You can apply for up to three courses.

If applying to more than one course, please **list courses in order of priority** in the DAAD application forms (see 7. Choice of host university/institution in Germany) and **do not change the priorities** in the according application form!

In this case, you must apply to each of the universities of your choice directly.

- **IMPORTANT:** When applying for more than one postgraduate course (maximum 3 courses), you have to submit one motivation letter explaining why you are applying for these specific courses and why you chose that priority.

V. OTHERS

1) Do you offer scholarships for my major?

Information about the Programme in general (application conditions, application procedure, deadlines, documents and contact) as well as an overview of the supported postgraduate courses can be found under „[Overview](#)“.

2) What expenses are covered under the scholarship?

The DAAD will pay a monthly award of EUR 850,00 for Master students, EUR 1.200,00 for PhD students (beginning with September 2018). As a rule, the scholarship additionally includes certain payments towards health insurance cover in Germany. In addition, the DAAD will generally pay an appropriate travel allowance, unless these costs are covered by the home country or by another funding source. Furthermore, the DAAD will also pay a study and research allowance of EUR 230,00 per semester. Additional charges may arise at the universities (e.g. enrollment fee, semester ticket) that DAAD will not cover.

3) Is there an age limit?

No, but the latest academic degree should not be older than 6 years.

4) Is there an exam after I was selected for a scholarship?

If you are shortlisted there will be a telephone-interview with the university staff. This interview may only be conducted by the applicant.

5) Do I still have to pay certain fees at a university if I received a scholarship?

You do not pay for the tuition fees, but there may be registration or enrollment fees you have to pay. Please contact the university.

6) Can you advise me on scholarships/programmes I might qualify for?

Please search for available scholarships in our DAAD scholarship database:

<https://www.daad.de/deutschland/stipendium/datenbank/en/21148-scholarship-database/>

7) Can you give me general advise on how to become a Master/PhD student in Germany?

Under the following link you find a lot of relevant information about studying in Germany:

<http://www.daad.de/deutschland/index.en.html>.

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