



## Requirements for the admission to the PhD program

- **Biological Track** Applicants must hold a Master's, a German Diploma or an equivalent degree in biology, biochemistry, bioinformatics, bioengineering or veterinary medicine. Applicants with a Masters degree from a "Fachhochschule" should have a grade below 1.5. It is not necessary to hold the degree at the time of application. However, you must have been obtained your degree before enrolment into the program.
- **Engineering Track** Applicants must hold a Master's, a German Diploma or an equivalent degree in physics, chemistry, or engineering. Applicants with a Masters degree from a "Fachhochschule" should have a grade below 1.5. It is not necessary to hold the degree at the time of application. However, you must have been obtained your degree before enrolment into the program.

## Application period

- Please refer to the website at [www.bsrt.de](http://www.bsrt.de) for the application period.

## Online Application Form

- Please use only the online application form provided on our website at [www.bsrt.de](http://www.bsrt.de). The online application form must be completed in English only. To access the application form you have to register first and then login with your user details. Registration will only be possible during the application period. Please do not send any other type of application by post or e-mail as they will be automatically rejected.
- Please do not upload your CV. The online application form provides us with all necessary information. In the application form you will find a field "Letter of Motivation" where you should give a personal statement about your academic background, research experience and career goals. This field is very important for your application and you should take time to explain your research interests in your own words and demonstrate how you would fit into the PhD program. This field replaces your letter of application or personal statement, so please do not upload a separate document with your personal statement.
- You must click on the button "Submit Application" to finally submit your application. If you fail to do so your application form will be regarded as not submitted. Please do not wait with the submission until both references have arrived. Submission will only be possible until the application deadline. The button "Submit Application" will be made unavailable afterwards. Please give yourself enough time and do not wait until the last moment to submit your application otherwise you will have no time to overcome any technical difficulties or any other problems. We receive a large amount of enquires during the last week of the application period and we will not be able to answer any questions regarding your application.

## Transcripts and certificates

- We need your academic transcripts and certificates and you must upload PDF or JPG files of these documents in the appropriate fields. All documents and certificates must be either in English or in German. If your documents are in any other language, please submit certified translations only and not the documents in the original language.
- Candidates who are accepted to the program will have to provide all their original documents when they enroll on the program.
- We do not require an extract from your BSc, Master or Diploma Thesis. You should only provide documents which will support your application so please do not overload it with certificates for minor courses.

## References

- We need two confidential references from either your current or former supervisors. The references must be sent to us directly by the referee. In the application form you have to give us the name, postal address and e-mail address of the referees. Any reference provided by a person you have not mentioned in your online application form or if it was sent by you will be automatically rejected.
- The referees ought to use only the reference form provided on our website at [www.bsrt.de](http://www.bsrt.de). Download the form including the letter with the request for a reference and send it to your referees. The referees have to send the completed reference form directly to us either by post, fax or e-mail to the address provided on the reference form.
- You must make sure that both of your referees send their reference in time so that they will arrive in the coordination office no later than the application deadline otherwise your application is not complete and will be automatically rejected.
- As soon as we receive a reference from your referees we will allocate it to your application. However, it may take a few days until this process is finished so please do not wait with the submission of your application until the status line indicates that your references have arrived.

## English test

- We need to know that you have a good command of the English language. Participation in an internationally recognized test such as TOEFL, IELTS or similar tests is therefore highly recommended. You can also ask at your university if they provide an official English test which could be a more cost effective alternative to the TOEFL or IELTS test.
- The test results must arrive in the coordination office no later than the application deadline.
- An English test is not required if you are a native speaker or if you can prove that you did at least two years of your education in English or spent at least one year in an English speaking country. Please complete



the field "Other proof of proficiency in English" in the online application form accordingly.

- We do not have an institution code for Education Testing Services (ETS) who provide the TOEFL test. You can upload a student copy of your results in the online application form. The results should be not older than two years.
- If you have a very good command of English, but cannot provide any evidence, please do not hesitate to contact the coordination office.

### **Assessment of applicants**

- Application online forms will be reviewed by faculty members of the BSRT. Candidates will be selected for an interview based on academic qualifications, motivation, suitability to the program and referee's evaluations. We may contact applicants or referees by phone for preliminary assessment.
- Applicants who are short listed will be invited to attend the final admission assessment in Berlin. The dates for the assessment center will be announced on the website [www.bsrt.de](http://www.bsrt.de). Please make sure that you are available during this time, because we cannot organize separate interviews for you. During the assessment centre applicants will be introduced to the different research groups, sit interviews and will give a short presentation of their work.

### **Notification of acceptance**

- Candidates who are short listed for interviews will be notified as soon as possible to allow enough time for travel arrangements (at least 5-6 weeks prior to the assessment centre).
- We receive a large number of applications and we will therefore not be able to answer individual enquires about the application status. If you have not been invited for an interview within an appropriate time it is very likely that you have not been short listed.