



Health Data Sciences PhD Program Application Checklist

Please submit the following documents for consideration:

- Completed HDS PhD Program Application Form
- Curriculum Vitae (CV) (max. 2 pages) (Preferably in English)
- Letter of motivation (must be in English) conveying your scientific interests, academic achievements and professional background. Provide any specific details of preliminary discussions with potential supervisors regarding your project ideas and how your project fits in with your supervisors' expertise and their roles. (max. 1-2 pages)
- Letter of recommendation from a university professor or lecturer (in English or German)
- Copies of all Bachelor's and Master's degree certificates, or other university degree certification qualifying you for doctoral thesis registration according to the Charité – Universitätsmedizin Berlin regulations (in English or German)^{a,b}
- Documentation (copies of transcripts or certificates) showing relevant coursework in the HDS domains (in English or German)
- Certificates of annual examinations taken at the home university (transcript of records) including grades and explanation of the university's grading system (description of grading scale) (in English or German)
- Proof of English language proficiency, if not a native speaker (at least level B2 or equivalent based on the Common European Framework of Reference for Languages)^c

In case you would like to be considered for one of the DAAD GSSP scholarships^d, please **additionally** submit the following:

- Two completed DAAD-specific recommendation forms from university professors or lecturers from your (previous) home institution. Please use the designated DAAD form available on the HDS PhD program's [website](#).

Please send your complete application preferably as a single PDF attachment with the documents in the aforementioned order (name the file "YOURLASTNAME_HDS Application.pdf") by e-mail to hds-phd@charite.de before March 15th, 2023 at 11:59 pm CET (GMT +1).

If you have any questions, please email us at: hds-phd@charite.de

^aApplicants should provide copies of relevant documents in **English or German** (translated, if necessary) proving eligibility for registration of a doctoral thesis at the Charité - Universitätsmedizin Berlin.



^bFor international applicants: It is important that you check if your previous qualifications are listed on Anabin. If you do not find the program through which you obtained your academic qualifications in this database, we will arrange for these qualifications to be evaluated by the Central Office for Foreign Education (ZAB). This institution will then determine if your qualifications are equivalent to a degree obtained in Germany. This is required in order to officially enroll in a doctoral degree program at the Charité. We will initiate this process for applicants who passed the first stage of the selection process and are invited to an interview. Applicants invited to an interview with foreign degrees not listed on Anabin will need to submit certificates and transcripts to us in their **original** language (in addition to the English or German translation required by this checklist). However, this is **not** needed at the time of initial application.

^cSee our FAQ (Frequently Asked Questions) section on our [website](#) for information about acceptable documentation to demonstrate your English language knowledge.

^dFor more detailed information about the DAAD GSSP scholarship, please see the detailed information document in the 'Downloads' section on the program [website](#).