



Health Data Sciences PhD Program Application Checklist

Please submit the following documents (in English) for consideration:

- Completed HDS PhD Program Application Form
- Curriculum Vitae (CV) (max. 2 pages)
- 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 Bachelor's and Master's degree certificates, or other university degree certification qualifying you for doctoral thesis registration according to the Charité – Universitätsmedizin regulations (in English or German language).^{a,b}
- Documentation (copies of transcripts or certificates) showing relevant coursework in the HDS domains (in English or German language)
- 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).
- 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 31st, 2022 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 language** (translated, if necessary) proving eligibility for registration of a doctoral thesis at the Charité - Universitätsmedizin Berlin.



^bFor international applicants: If you were not able to find your previous qualifications on Anabin (<https://anabin.kmk.org/anabin.html>), we will arrange for these qualifications to be evaluated by the Central Office for Foreign Education (ZAB) to determine if they are deemed equivalent to a degree obtained in Germany. This is required to enroll in a doctoral degree program at the Charité. We will first start this process for applicants who receive notice of conditional acceptance (after the interview/presentations). After the interviews, selected applicants with foreign degrees not listed on Anabin will need to submit certificates and transcripts to us also in their **original** language (required by the ZAB). 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's webpage.