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The Caroline von Humboldt Grant Programme

Completion, return and transitional grants

As part of its Caroline von Humboldt Programme, Humboldt-Universität zu Berlin (HU) will award grants from 1 April 2019 in order to provide targeted support to young female researchers. The call for applications is aimed at female PhD students at HU to allow them to complete their thesis.

Who can apply?

Completion grants with the option of extension

Outstanding young female researchers nearing the end of their PhD who have exceeded the period of their scholarship or the term of their employment contract due to social circumstances (e.g. parenthood or caring for relatives) or the specific nature of their situation

Return and Transitional grants

Outstanding young female researchers who had to suspend work on their PhD due to maternity leave or care work for relatives, or who are not receiving any other transitional or extension funding for the same reasons.

The grants

These grants provide recipients with €1,365 a month, plus a children's allowance with €400 a month.

Completion grants with the option of extension

The completion grant is paid over a period of nine months. Provided that the thesis will be handed in within the period of the grant, there is the option to extend the funding until the defence of viva voce, acc. to the respective doctoral exam regulations.

Return and transitional grants

The return and transitional grants are flexible and can be staggered, but always run for a maximum of one year.

Application procedure

Please submit your application for these grants to the office of the Commission on the Advancement of Women (KFF), which is responsible for the funding decisions.

Applications must contain the following:

- a. Application letter (explaining why you are applying for funding and where relevant, providing information on your particular personal/family circumstances or voluntary work)



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- b. A completed application form
- c. Certificates
- d. A signed target agreement between you and your supervisor acc. to the guidelines of the doctoral program culture of the HU is recommended
- e. A description of your project (max. 16,000 characters)
- f. An academic CV
- g. A current schedule for your thesis
- h. If applying for a *return grant*, an explanation of why you suspended work on your thesis and, if possible, documentation proving your reasons
- i. If applying for a *transitional grant*, proof of expiration of previous funding (notice of a negative decision)

Please note: The letters of recommendation are to be posted separately by the PhD-supervisor to the below mentioned email address.

To extend the completion grant to its maximal length (i.e. the oral exam), a confirmation of the completion of the thesis by the respective exam office as well as an informal application by the grant holder are needed.

Application deadlines

The current application deadline is 20 December 2018. The start of the funding will coincide as far as possible with the recipients' individual needs and circumstances. However, funding cannot be provided before 1 April 2019.

Please send your application with all the relevant documents by e-mail (only PDF) only to **frbfoerd@hu-berlin.de**. The subject line should read "**Completion, return or transitional grant, summer semester 2019**". (Please state only the type of grant for which you are applying.)

Address:
Geschäftsstelle der KFF
Büro der zentralen Frauenbeauftragten
Unter den Linden 6
10099 Berlin
Germany

We will confirm your application.