

# DAAD

Deutscher Akademischer Austausch Dienst  
German Academic Exchange Service  
Dinas Pertukaran Akademis Jerman

DAAD Außenstelle Jakarta  
DAAD Jakarta Office

Prof. Dr. Ir. Akhmaloka, M.Sc  
Rector  
Institut Teknologi Bandung  
Jl. Tamansari 64  
Bandung

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Date: 11th July 2011

**Re: Scholarship announcement from the German Academic Exchange Service (DAAD)  
for Indonesian higher education graduates and scientists from all academic disciplines for the  
academic year 2012/2013**

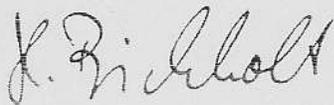
Dear Prof. Dr. Akhmaloka,

I have the pleasure to inform you about the latest DAAD Scholarship Program for excellently qualified Ph.D.candidates from Indonesian universities/research institutes for degree programs at German universities. Long-term scholarships are available for all academic disciplines which are offered at state or state-recognized institutions of higher education.

The **application deadline** for the long-term scholarship programs is **4 October 2011** and **15 October 2011** for the short-term scholarship programs.

Since 2008 there is NO AGE LIMIT applied for this scholarship. The age limits are replaced by the rule that the S2/Master's degree should have been completed not longer than six years ago. Attached you will find some leaflets for further information. We would be most grateful if you could transmit the attached information to colleagues and appropriate candidates. Should you have any further inquiries, please do not hesitate to contact us. Interested candidates may visit our office for counseling in the DAAD visiting hours, Monday to Thursday, 1:30 until 4:00 pm. The information on our scholarship programs are also available on our website [www.daadjkt.org](http://www.daadjkt.org) sub link "Scholarship".

Sincerely yours,



Dr. Helmut Buchholt  
-Director-

**DAAD Scholarships**  
**for Doctoral Programs and Post-docs Short-term**  
**Research in Germany for Academics and Scientists from**  
**Indonesian Universities and Research Institutes**

## CALL FOR APPLICATIONS 2011

**Application deadline:**

- **Long-term Research Grants** 4<sup>th</sup> October  
**for Master Graduates of All Disciplines**  
**(holding S2 Degree for PhD in Germany)**
  
- **Short-term Research in Germany**
  - **for Post-docs** 15<sup>th</sup> October
  - **for DAAD-Alumni** 15<sup>th</sup> October

For further information on scholarships and German Universities please contact our office or visit our information office at the following addresses:

### JAKARTA

**DAAD Jakarta Office**  
Summitmas I, Lt.19  
Jl. Jend. Sudirman Kav. 61-62  
Jakarta 12190  
Contacts:  
Mrs. Endah C. Anggoro ([Endah@daadjkt.org](mailto:Endah@daadjkt.org))  
Mrs. Made Kurniati ([Made@daadjkt.org](mailto:Made@daadjkt.org))  
Tel. : 021 - 520 0870, 525 2807  
Fax : 021 - 525 2822  
Monday to Thursday: 13:30 – 16:00  
<http://jakarta.daad.de>

### SURABAYA

**Maria Juvita Tjandra**  
DAAD Information Point  
c/o The International Village  
Universitas Surabaya  
Jl. Raya Kalirungkut  
Surabaya 60293  
Tel. : 031- 298 1326  
Fax : 031- 298 1327  
E-mail : [info-sby@daadjkt.org](mailto:info-sby@daadjkt.org)  
Thursday and Friday : 09.30 – 12.30

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**DAAD Long-term Research Grants for Doctoral Studies**  
**NO AGE LIMIT APPLIED**  
**Closing Date : 4th October**

### 1. Objective

Research grants are given to :

- a. excellently-qualified teaching staff from state or private universities
- b. researchers from research institutions in any field of study/research
- c. applicants from private sectors with at least two years of working experience

Research grants can be used to carry out :

- research projects at a German university for the purpose of gaining a doctorate in Germany
- research projects at a German higher education institution for the purpose of gaining a **doctorate in Indonesia** (according to the "DAAD Sandwich Model" – *see page 4*)

### 2. Scholarship duration

The length of the grant is set by the grant committee during the selection depending on the project in question and on the applicant's work schedule. In the case of full doctoral programs in Germany the scholarship will be granted for up to three years. For sandwich scholarships, the research stay in Germany will be supported for a maximum of two years.

Even when support has been awarded for a full doctoral program, that award will be limited to one year at a time. Extensions of the scholarship depend on the evaluation of the work done thus far.

### 3. Value

Depending on the award holder's academic level, the DAAD will pay a monthly award of 1000 Euros plus travel and health insurance allowances. In addition to these payments, the DAAD will pay a study and research allowance.

When award holders take doctoral programs run under the "DAAD Sandwich Model" and obtain the degree at the home university the award may include the travel expenses of both academic supervisors.

### 4. Requirements

- a) holder of Master Degree (S2 Degree) with minimum GPA of 3,00
- b) Master's degree should have been completed not longer than six years at the time of application
- c) a convincing and well-planned research project that has been agreed by a German academic supervisor at the German host university.  
Please *see page 6* for information on 'How to find an academic supervisor in Germany'
- d) written confirmation of the supervision by a professor in Germany commenting on your research program.
- e) It is required that doctoral candidates wishing to take a doctorate/PhD in their home country (Sandwich Program) must register for the doctorate at their home university.
- f) Proficient in English - TOEFL IBT 79 or ITP 550 or IELTS 6 (obtained in 2010 or 2011) -or good German language skills. TOEFL Prediction is not accepted
- g) Applicants from the medical field must fulfil specific requirements (see page 5).**
- h) Applicants, who have been residing in Germany for more than one year at the time of application, cannot be considered

## General Information on Long-term Research Grants for Doctoral Candidates

### 1. Application (Online application is possible!)

You can apply online at our website [www.daadjkt.org](http://www.daadjkt.org). You must however print, sign and send the filled out form together with required documents by post to the DAAD Jakarta Office before the deadline. The instruction on how to apply online is available at our website.

### 2. Selection:

A Joint Selection Committee consisting of German and Indonesian university lecturers/researchers will interview the applicants in Indonesia and recommend candidates for final approval to DAAD.

The interviews are conducted in English, and will be held in November 2011. DIKTI and/or the DAAD Jakarta Office will inform the candidates in question in due time about the exact dates and venues for the interviews.

Travel costs for attending the interviews **cannot** be borne by DAAD but should be covered by the sending institutions in their own interest.

### 3. Two months-German language pre-departure training in Jakarta:

The DAAD scholarship holders will attend a German course at Goethe-Institut Jakarta. This course will be financed by the Directorate General of Higher Education (DIKTI) for all candidates from universities. Costs for other candidates have to be borne by the sending research institutions or by the candidates themselves. For the full course period, all participants are to be released from any teaching, research or other duties at their home institutions. The major part of the course is devoted to basic German language training at Goethe-Institut Jakarta.

Language courses preceding the university studies will be financed by the DAAD and will take place at a specialised language institute in Germany. If a final test "DSH" (=German Language Proficiency Test) is required by German universities for admission to a degree course, a six months intensive course is necessary.

### 4. Commencement of studies in Germany:

When meeting all requirements, scholarship holders may commence academic studies in Germany in winter semester of the following year.

**Candidates who have previously applied for a DAAD scholarship without success, may re-apply to the DAAD Jakarta Office only once.**

**List of Application Documents to be submitted**  
**(please arrange your documents according to the following order and do not staple any of your documents )**

| No | Documents  | Remarks   |
|----|--|---|
| 1  | DIKTI form 'A'   | Applicants from universities only   |
| 2  | Hard copies of the filled-out online DAAD application form with your signature   | All applicants  |
| 3  | Written confirmation of academic supervision by a professor in Germany   | For the research in question  |
| 4  | Curriculum Vitae   | In English or German  |
| 5  | Recent photographs (3x4)   | Affixed to the DAAD form  |
| 6  | List of scientific publications  | With English or German translation of titles, dates and source(s)                             |
| 7  | Detailed description of study or research program to be carried out in Germany (research proposal)   | in English or German (max. 5 pages)   |
| 8  | Two confidential letters of recommendation of recent date by professors, academic advisors or senior research staff in the relevant field.   | In English or German. The references are confidential, they must be sent in a sealed envelope |
| 9  | Academic degree certificate obtained (S1 and S2)   | Certified copies of original, together with English or German translation <sup>*)</sup>       |
| 10 | Academic transcript (S1 and S2), covering the complete duration of academic studies  | Certified copies of original, together with English or German translation                     |
| 11 | Abstracts from S1, S2 and any relevant publications, seminars or research papers   | In English or German  |
| 12 | English language certificate (TOEFL internet based 79 or ITP 550 points or IELTS Band 6) of recent date. Prediction TOEFL is <b>not</b> acceptable   | Certified copies of original  |
| 13 | German language certificate, if any  | Certified copies of original  |
| 14 | An employer's study leave endorsement and a guarantee for re-employment upon return  |   |
| 15 | Any other relevant training certificate/diploma obtained   |   |
| 16 | Evidence of the current employment status for :<br>- candidates from state universities or research institutions<br>- candidates from private universities: Letter of confirmation of permanent employment at the university from <i>Yayasan</i><br>- candidates from private sectors : Letter of confirmation of permanent employment from their employer |   |

- Applications should be submitted as early as possible. Late or incomplete applications cannot be considered
- All Applicants must submit/send **three** complete application sets, endorsed by the Rector/Vice Rector I/Chairman/ Head/ Director of the institution, to DAAD Jakarta Office directly.
- For applicants from universities, please also send one copy of their application to *Direktorat PPTK & KPT/DIKTI* (Address : Gd. DIKTI Lt. 5, Komplek Depdiknas Jl. Pintu Satu, Senayan -Jakarta)

<sup>\*)</sup> List of German sworn translators are available at DAAD Jakarta Office

## Research Grants for Doctoral Candidates within the "Sandwich Model"

### Objective

Whereas conventional scholarships for doctorate or PhD studies assume that a scholarship holder will stay at a German institution of higher education for several consecutive years, the "Sandwich Scheme" described hereafter is a flexible multi phase funding programme. Within the Sandwich Scheme, PhD students carry out their research and studies alternately in their home country and in Germany, following a schedule set in advance and under continuous supervision by Indonesian and German academics. The doctorate is obtained at the Indonesian university.

### Purpose

Within the academic funding schemes of numerous development countries, training and further education of future and young university teachers is given special priority. Besides specialisation and increasing previously gained knowledge, students very often strive for a PhD or doctorate degree as frequently required according to the regulations ruling university careers in their home country. Even in cases where PhD studies would be possible in the student's home country, a doctorate degree from an industrial nation is often preferred for reasons of prestige. PhD studies abroad, however, carry with them risks: of alienation connected with very long study courses, loss of originally reserved lecturing posts at the home university, of research geared too much to the developed country and its needs, and finally the risk of temptation to settle in the host country.

In an effort to minimize these risks, the DAAD has developed the scheme of cooperative PhD funding (Sandwich-Scholarships) for nationals of developing countries whose universities offer doctorates.

### Procedure

This means the procedure can be as follows:

- the German university lecturer/professor travels to the Indonesia of the future doctoral candidate to draw up a joint protocol signed by both the Indonesian and the German supervisor, which details the dissertation subject, the planned work measures, and their duration
- preparatory studies and research for the PhD thesis in Indonesia (data collection and field research) without DAAD funding
- studies and research at a German institution of higher education (maximum 2 years)
- if necessary, visit by the foreign academic supervisor and co advisor at the German institution (progress control, consolidation of institutional contacts)
- completion of the thesis in Indonesia (without DAAD funding)
- visit of the German supervisor to Indonesia (last corrections and participation at the viva as external examiner)

The main characteristic of this Sandwich Scheme is the individually tailor-made PhD programme schedule set with the greatest flexibility possible regarding the beginning and duration of each individual funding phase.

Eligibility, application forms and documents for this programme are the same as for research grants for doctoral candidates and young academics and scientists. The extensive and detailed research proposal must be accompanied by a work- and time schedule agreed upon by the academic advisors, both in Indonesia and in Germany.

**DAAD Research Grants Awarded to support  
Extended Medical Continuing Education and Training  
(not full Medical Specialisation in Germany)**

The German Academic Exchange Service (DAAD) does not support full courses of training for medical specialisation. Application for a scholarship to support medical continuing education and training lasting from one to a maximum of two years at German university clinics is open only to candidates who meet the following criteria.

Applicants must :

- have completed at least 7 years of medical training with a university degree and must hold a license to practice medicine in their home country (physicians/dentist from developing countries must prove that they have gained at least 3 years of professional practice after completing their medical /dental training)
- have commenced specialist medical training in their home country in a course which leads to a professional qualification
- be studying or working at university clinic in their home country at the time of application
- intend to pursue a **university career** after completing the continuing education and training in Germany
- have received confirmation of the provision of academic supervision and a study place from German university clinic

In order to be able to work in a German clinic, foreign physicians require a so-called "Permit for the Temporary Practice of Medicine" (*Erlaubnis zur voruebergehenden Ausuebung des aertzlichen Berufs*), which the DAAD will obtain on behalf of its scholarship holders. Please note that this may take several weeks or even months.

## HOW TO FIND AN ACADEMIC SUPERVISOR IN GERMANY

The system of doctoral studies in Germany differs from the Indonesian system. Therefore we would like to provide you with some brief information about how to find an academic supervisor for your proposed doctoral thesis in Germany.

In Germany you have two generally different ways to undertake doctoral studies. One possibility is that you choose an international doctoral program. These programs are comparable to the Indonesian system: Students study partly in a course system, take a number of seminars, pass exams etc., and they undertake their research and write their thesis. For a searchable list of these doctoral programmes see <http://www.daad.de/ipp>.

The other possibility is to undertake your doctoral studies independent from such a structured doctoral program. This is actually the classical way to do a PhD in Germany; the clear majority of our scholarship holders is doing its doctoral studies this way. In this case, you don't search for a doctoral program in the internet. Instead, you have to identify and contact a professor at a German university and ask him whether he would be interested in being your academic supervisor.

German professors generally feel honoured if a young scientist from a country as far away as Indonesia contacts them and wants to do their PhD-research under their supervision. But please note: German professors are often contacted by more potential PhD-candidates than they can accept - and whether they choose you or not is completely up to them. In general, they will only accept you if they are interested in your work. Thus, you need to

- (a) find a professor who is working in the field in which you want to write your doctoral studies,
- (b) convince him that you have a well-prepared plan for the theme of your doctoral studies and
- (c) convince him that you have the knowledge, experience and attitude necessary for undertaking your planned research successfully.

### ad (a):

There are of course different solutions for (a). You may already know the name of a professor from the scientific literature you read, or you may ask your teachers in your faculty, especially if they have studied in Germany. You may search for an international study program in your field (again [www.daad.de/ipp](http://www.daad.de/ipp)) and check the research profiles of the professors teaching there. And you may of course just use an ordinary search engine like *google* to look for professors working in your field of interest.

### Please note:

In any case the professor you are going to contact strongly expects that you checked his homepage before (every German professor has a homepage, mostly at his university).

You may (and should) contact more than only one professor, e.g. two or three. So you get contacts - and if all of them accept you, you have a choice.

### ad (b):

You may contact the German professor directly by E-mail (the E-mail-addresses are easily traceable in the internet). In order to convince him that you have a suitable plan for your doctoral thesis you need to send him your research proposal - the one you present to DAAD when you apply for the scholarship. If the professor accepts you, he needs to accept you and your research proposal and provide DAAD with a written comment on you and your proposal in his letter of acceptance.

### Please note:

Your research proposal which you send to the professor should be well-prepared, but need not to be

perfect. Your professor might wish to discuss it with you and even ask you to change it in some respects. Add copies of this exchange to your scholarship application to show that your professor is really interested in your work and actually started to act as your supervisor.

**ad (c):**

In the mail you write to your professor you should of course introduce yourself (say who you are, where and in which field you graduated, where you work, what scientific work you have done, what your scientific interests are etc.), inform him that you are going to apply for a DAAD-scholarship and that you need a letter of acceptance from a German professor and why you actually choose to contact him. It would also be helpful if you attach your CV.

Please note:

If the professor tells you that he is not accepting you as a doctoral student (for whatever reason), you may ask him to recommend other professors to you who work in your field of interest.

If the professor is willing to accept you, you should ask him for specific requirements of the doctoral exam. Most importantly, if you don't speak German you should find out whether you need any German at any moment in the process of your doctoral studies and in the doctoral exam.

The whole process may last a month or more. Therefore it is important that you search for the academic supervisor as early as possible.

Useful link to look for professors and/or institutions where you can carry out your research project :

**<http://www.daad.de/deutschland/forschung/research-explorer/08308.en.html>**

## DAAD Short-term Research Grants for Stays and Study Visits for University Academics and Scientists

closing date : 15 October

### Objective

These grants and scholarships aim to provide foreign academics and scientists working in higher education or at research institutes with an opportunity to carry out a research project at a state-recognized higher education institution or non-university research institute in Germany.

### Duration

Depending on the applicant's work schedule, the research stay will last between one and three months. The stay may begin in March 2012 at the earliest

### Requirements

- Applications for DAAD research stays are open to excellently-qualified academics and scientists who should generally hold a doctorate/PhD. All applicants must be working in higher education or at a research institute in Indonesia.
- Besides their previous academic achievements (for example, recent publications), the most important selection criterion is a convincing and well-planned research project to be completed during the stay in Germany. This must have been coordinated and agreed with a research collaboration partner at the chosen host institute in Germany. Written confirmation of the research cooperation, including the reference to the applicant's project, must be included with the application papers.
- The application must provide proof of a workplace being provided at the host institute.
- DAAD support for a research stay can only be awarded once in any three-year period.
- Former fellows of the Alexander von Humboldt-Foundation are requested to contact the Humboldt-Foundation first.

### Application papers

- DAAD Form
- A curriculum Vitae
- A list of publications
- A detailed description of any project to be undertaken during the visit.
- A detailed itinerary of the visit including the names of persons and institutions to be visited
- Copies of correspondence with German colleagues or institutions showing on where and when the intended project is going to be carried out.

All applications must be submitted to **DAAD Jakarta Office in duplicate**. The original will be forwarded to the DAAD Head Office in Bonn. The final decision is taken by the DAAD.

Applications **cannot** be sent directly to DAAD head office in Bonn. The DAAD will not consider incomplete applications.

## Re-invitation Program for Former DAAD Scholarship Holders (Alumni) Short-term Research Grants by DAAD

closing date : 15 October

### Objective

The Re-invitation Program helps the DAAD to maintain contacts with its former one-year scholarship holders and with former scholarship holders who had studied in former East Germany (GDR) for at least one year. Alumni meeting these requirements can apply for re-invitation to Germany to complete a research or work project at a state higher education institution or non-university research institute.

### Duration

Depending on the applicant's work schedule, the research stay can last between one and three months. The stay may begin in March 2012 at the earliest

### Requirements

- Applications for the re-invitation program can only be submitted by **former one-year scholarship holders who have been back in their home country for at least three years.**
- The most important selection criterion is a convincing and well-planned research or work project to be completed during the stay in Germany. The content and schedule must have been coordinated and agreed upon with an academic supervisor or research collaboration partner at the German host institution in question. Written confirmation of the planned cooperation project, including the reference to the applicant's project, must be included with the application.
- The application must include proof of a workplace being provided at the host institute.
- DAAD support for a research or work stay can only be awarded once in any three-year period.

### Application papers

- \* DAAD Form
- \* A curriculum vitae
- \* A list of publications
- \* A detailed description of any project to be undertaken during the visit
- \* A detailed itinerary of the visit including the names of persons and institutions to be visited
- Copies of correspondence with German colleagues or institutions showing on where and when the intended project is going to be carried out.

All applications must be submitted to **DAAD Jakarta Office in duplicate.** The original will be forwarded to the DAAD Head Office in Bonn. The final decision is taken by the DAAD.

Applications cannot be sent directly to DAAD head office in Bonn. The DAAD will not consider incomplete applications.