UNIVERSITY OF BAYREUTH
GRADUATE SCHOOL

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Important Addresses at the University

The following postal address is valid for all institutions of the University of Bayreuth (visiting addresses may vary):

University of Bayreuth
Name of Institution / Contact Person
Universitätsstraße 30
95447 Bayreuth
Germany

The University of Bayreuth Graduate School

Universitätsstraße 30
95447 Bayreuth
Visiting address: AI-building (Angewandte Informatik), ground floor, Rooms 0.07-0.08, 0.11
www.graduateschool.uni-bayreuth.de
graduateschool@uni-bayreuth.de

Representatives of the Doctoral Candidates
reps.graduateschool@uni-bayreuth.de
www.graduateschool.uni-bayreuth.de/en/representatives

International Office

Universitätsstraße 30
95440 Bayreuth
Visiting address: International Office
Central University Administration, ZUV-Building
www.international-office.uni-bayreuth.de

Welcome Centre for International Scholars

Universitätsstraße 30
95447 Bayreuth
Visiting address: Welcome Centre, ZUV-Building, Room 0.11.1
www.welcome-centre.uni-bayreuth.de
welcome@uvw.uni-bayreuth.de
Phone: +49(0) 921/55 5321 und -5318

Ombudsman for Young Researchers

MINT:
Prof. Dr. Heike Feldhaar
Telefon: +49 (0)921 /55-2645
Fax: +49 (0)921 /55-2784
Raum: NW I 5.0.01.05
E-Mail: feldhaar@uni-bayreuth.de
www.win-ubt.uni-bayreuth.de/de/ombudsman

Social Sciences and Humanities:
Prof. Dr. Gabriela Paule
Telefon: +49 (0)921 /55-3633
Fax: +49 (0)921 /55-3641
Raum: GW I. 0.13
E-Mail: gabriela.paule@uni-bayreuth.de
University Library

Universitätsstraße 30
95447 Bayreuth
Universitätsbibliothek Bayreuth
www.ub.uni-bayreuth.de

ITS – IT-Service Centre

Universitätsstraße 30
95447 Bayreuth
Visiting address: IT-Service Centre (IT-Servicezentrum)
NW II-Building, 3.2.U1
www.its.uni-bayreuth.de

Women’s Representative / Equal Opportunities Department

Universitätstraße 30
95447 Bayreuth
Visiting address: Building B VIII (near the GEO building)
www.chancengleichheit.uni-bayreuth.de
chancengleichheit@uni-bayreuth.de
Phone: +49 (0) 921/55 2218
Fax: +49 (0) 921/55 2043

Office of the Representative for Disabled and Chronically Ill Students (BECKS)

Büro des Beauftragten für behinderte und chronisch kranke Studierende (BECKS)
www.becks.uni-bayreuth.de
Language: German

Psychological Services

www.bgm.uni-bayreuth.de/de/gesund-am-arbeitsplatz
Language: German

Evangelical Student Community

Evangelische Studentengemeinde (Evangelical Student Community)
Richard-Wagner-Straße 24
95444 Bayreuth
www.esg-bayreuth.de
info@esg-bayreuth.de
Phone: +49 (0) 921/67120
Fax: +49 (0) 921/515969

Catholic Student Community

Katholische Hochschulgemeinde Bayreuth (Catholic Student Community)
Emil-Warburg-Weg 17
95447 Bayreuth
www.khg.uni-bayreuth.de
khg@uni-bayreuth.de
Phone: +49 (0) 921/56624
Fax: +49 (0) 921/53544
Institutions Supporting Doctoral Candidates at the University of Bayreuth

University of Bayreuth Graduate School

www.graduateschool.uni-bayreuth.de/en

The University of Bayreuth Graduate School is an institution for all doctoral candidates at the University of Bayreuth and supports all doctorates within the faculties, graduate centres and their respective graduate programmes. Moreover, it is a support and service organisation surrounding the completion of a doctorate at the University of Bayreuth. The Membership in the Graduate School is voluntary.

The aim of the University of Bayreuth Graduate School is to effectively and sustainably support and strengthen doctoral research at the University of Bayreuth, to advance scientific exchange, particularly during the first phases of independent research and to ensure and improve upon university-wide quality standards, that support interdisciplinary further education via additional courses and training opportunities.
Services of the University of Bayreuth Graduate School

Members of the University of Bayreuth Graduate School receive support and consultation, including:

- Financial support for the organisation of national and international conferences or workshops, applied for and executed by the doctoral candidates
- Scientific workshops at the request of doctoral candidates
- General workshops for further training
- Travel cost support for conferences as well as research stays during the doctorate
- Support in case of gaps in funding (Bridging Fund)
- Staff campus card (see Page 13)
- Member of the University of Bayreuth
- Individual consultation surrounding the doctorate

The main goal of the University of Bayreuth Graduate School is to build interdisciplinary networks of all doctoral candidates at the University of Bayreuth

Structured Doctoral Programmes

Doctorates in structured doctoral programmes are often of an interdisciplinary nature, but concentrate on a particular area of research or follow one project. Several structured programmes have been established at the University of Bayreuth. As is the case for the individual doctorate (see section on individual doctorate), doctoral candidates in these programmes will also select a first supervisor. Typically, two mentors will guide the candidate during their doctorate. In addition to topical research for the dissertation, an accompanying educational programme offers transferable skills and supplementary qualifications. The systematic structure and intense supervision within these programmes enables the completion of a doctorate in three to four years time.

Individual Doctorate

At the University of Bayreuth, each faculty foresees the possibility of completing an individual doctorate. You can find the doctoral regulations on the respective faculty homepage or on the homepage of the University of Bayreuth Graduate School (UBTGS).
Graduate Centres, Schools and Doctoral Programmes

Here is a short overview of the graduate centres and their respective doctoral programmes. For more detailed descriptions, as well as links, please see the University of Bayreuth Graduate School homepage.

Bayreuth International Graduate School of African Studies - BIGSAS

The Bayreuth International Graduate School of African Studies (BIGSAS) is now part of the Cluster of Excellence “Africa Multiple” funded by the German Research Foundation in the framework of the Excellence Strategy of the German Federal and State Governments. In the focus of this unique structure of creative and innovative training are approximately 80 Junior Fellows from 29 African, American, Asian and European countries.

Source: www.bigsas.uni-bayreuth.de

Bayreuth Graduate Centre for the Humanities and Cultural Sciences - BayKULT

- Geschichte – History – Histoire
- Kulturbeggegnungen - Cultural Encounters - Rencontres Culturelles
- Kultur und Gesellschaft
- Kommunikative Konstruktion von Wissen
- Musik und Performance
- Religionsforschung
- Computerspielwissenschaften
Bayreuth Graduate Centre for Law, Ethics and Economics - BayREW

- Management Science
- Economics
- Sport Economics and Sport Science
- Healthcare Economics

Bayreuth Graduate School of Mathematical and Natural Sciences - BayNAT

- Experimental Geosciences
- Materials Chemistry and Catalysis
- Molecular Biosciences
- Ecology and Environmental Research (“PEER”)
- Polymer Science
- Space and Society
- Computational Mathematics in Science and Engineering (BayCompMath)
- Analysis, Algebra and Geometry (BayTheoMath)
- Soft Matter Physics, Nonlinear Dynamics and Solid State Physics
- Photophysics of Synthetic and Biological Multichromphoric Systems
- Computing Science (BayCompScience)
- Deep Earth Volatile Cycles

BayNAT has a general set of doctoral regulations (so-called “Promotionsordnung”). However, each of the doctoral programmes has a supplementary Doctoral Regulation. www.baynat.uni-bayreuth.de/en

Research Training Groups of the DFG

- Photophysics of Synthetic and Biological Multichromphoric Systems (BayNAT)
- Deep Earth Volatile Cycles (BayNAT)

BMBF-Graduiertenkolleg

- Diversität in Bildungsprozessen
  www.zlb.uni-bayreuth.de/de/graduiertenkolleg/

Programmes in the Elite Network of Bavaria (ENB)

- Elite Study Programme Macromolecular Science
Doctorate at the University of Bayreuth

The general legal framework for completing a doctorate is regulated in the Bavarian Higher Education Act (Bayerisches Hochschulgesetz). Details, however, are given forth by the respective doctoral regulations of the faculty, graduate school or doctoral programme. Applications for the admission as a doctoral candidate go through the dean (in case of an individual doctorate at the faculty) or the graduate centre (for a doctorate in a doctoral programme). Information about which documents you need can be obtained at the respective dean’s office, or found in the respective doctoral regulations. In order to become a member of the University of Bayreuth Graduate School you will require notice from the faculty or the graduate centre in the form of the acceptance letter or the partial decision.

Please note: The acceptance letter for your doctorate does not serve as the enrolment as a doctoral student - this will need to be completed separately!

Supervision Agreement

The supervision agreement covers the relationship between the doctoral candidates and their supervisors. The rights and obligations, and also the expectations of both sides are written down in the agreement. Information on the supervision agreement and general templates of the respective faculties can be found under:

www.graduateschool.uni-bayreuth.de/en/promo/vereinbarung

The University of Bayreuth Graduate School is a member of the “Qualitätszirkel Promotion” (Quality Group on Doctorates, QZP). The QZP developed a brochure entitled “Shaping a Doctorate Together”, which contains a set of guidelines for supervisors as well as doctoral candidates. You can find a digital version of the brochure on the homepage of the University of Bayreuth Graduate School:

www.graduateschool.uni-bayreuth.de/en/broschures

Good Scientific Practice

Supervision of doctoral candidates takes place within a framework which ensures continuous reference to the standards of good scientific practice. The statute of the University of Bayreuth on “Safeguarding the Standards of Good Scientific Practice and Handling Scientific Misconduct” from May 10th 2012, as well as information on the Publication Guideline, Research Data Management, and Predatory Publishing are available under:

www.win-ubt.uni-bayreuth.de/en/doctorate/05-GWP

The University of Bayreuth Graduate School also offers courses on this topics.
Enrolment during the Doctorate?

During the first years of your doctorate you may want to enrol as a student. However, this is not mandatory in order to become a member of the University of Bayreuth Graduate School. Information on enrolment can be found under:

www.win-ubt.uni-bayreuth.de/en/doctorate/Enrolment

as well as on the Student Administration Office (Studierendenkanzlei) website (only in German):

www.studierendenkanzlei.uni-bayreuth.de/de/promotion/

Enrolment in doctoral studies does not mean that the requirements for the admission as a doctoral candidate are met. The requirements for the admission as a doctoral candidate are determined solely by the regulations set forth by the doctoral regulations of the respective faculty, graduate centre or graduate schools in which you plan to complete your doctorate. Therefore, these admission requirements must be reviewed and certified separately.

ITS – IT-Service Centre

In the following section you will find information on the IT-Service Centre, that might be of particular interest to doctoral candidates:

Office-Paket

Microsoft Office is freely available to students, including enrolled doctoral candidates:

www.its.uni-bayreuth.de/en/hard-und-software
Additional Software

Through the cooperation between the University of Bayreuth and the University of Erlangen-Nürnberg it is possible to order software intended for private use at lower costs (Website only in German):

www.rrze.fau.de/dienste/software/private-nutzung

The RRZE has obtained campus licences for several software products that allow private use. The privately usable software is offered in different software assemblages. This software can be used - mostly for free, by students and, as far as their contract allows, also doctoral candidates and staff of the FAU Erlangen-Nürnberg (see BG= “Benutzergruppe“, User Group). Several contracts allow the use by higher education institutes connected with the RRZE, and their students, doctoral candidates and staff, including the University of Bamberg, the University of Bayreuth, as well as the Higher Education Institutes of Coburg and the Institutes of Technology of Nürnberg (see LB=“Lizenzbereich“, Licence area).

www.its.uni-bayreuth.de/en/hard-und-software

Lifetime Email forwarding for Staff and Members of the University of Bayreuth Graduate School

How does it work and what does the member need to do?

1. Upon the end of employment at the University of Bayreuth, a 92 day grace period begins, in which the bt user-ID and the respective email addresses remain active. The staff member and the administrator of the chair or organisational entity will be informed via email.

2. Then the staff member can set-up the lifetime email forwarding in the ITS-Portal (http://portal.its.uni-bayreuth.de) by:
   - Entering a private email address for forwarding
   - Confirming the forwarding process

3. The ITS-Portal will then send a confirmation email to the desired forwarding email address, which will need to be confirmed

4. Following the grace period of 92 days, the lifetime forwarding will be activated

You can receive a University of Bayreuth email with the format Name@uni-bayreuth.de by applying for a Campus Card (see Page 13)
Campus Card

In order to make use of the IT- Services of the university administration, the IT-Service Centre and the library, you will require the necessary user rights. Students of the University of Bayreuth receive a user-ID and passwords, as well as the UBT-Campus Card from the Student Administration Office upon enrolment.

The Campus Card contains your user-ID name (bt and st user-ID), found on the reverse side, bottom left. The library card number for the university library is also found on the back side, below the bar-code.

The UBT Campus Card has several functions. It is a:

- Student-ID
- Library card
- Semester ticket
- Pay card for payment of:
  - Withdrawals from chemical storage
  - Marketing items of the university
  - Copying and printing
  - University sports
  - Payment of lending fees from the University Library
  - Goods and services of the mensa and cafeteria

Source: Jahresbericht 2013, IT Service-Centre, page 8-9.

Members of the University of Bayreuth Graduate School who are neither enrolled nor employed by the University of Bayreuth can also apply for the University of Bayreuth Campus Card. The duration will be determined by the UBTGS according to the expected duration of the doctorate. The application for the Campus Card must be filed by the secretary’s office of your supervisor. Through the Campus Card for members of the UBTGS, members obtain the status of a staff member of the University of Bayreuth in the library, Mensa, etc.

To apply for a Campus Card the secretary’s office:

- Fills in the online form at the service portal of the IT-S
- Marks „via Graduate School“ in the form
- Prints the form and gets the signature of your supervisor
- Hands the form in
University Library

The Bayreuth University Library is a central institution of the University of Bayreuth and the most important library for general sciences in the region. Its main task is the provision of literature and information for scientists and for students of the University of Bayreuth. Furthermore, the University Library offers access to information for the public.

Besides the Central Library, which includes the Humanities Department Library, there are other Department Libraries, each located within their respective faculty buildings:

- Department Library RW (Law/Business)
- Department Library NW I (Biology/Chemistry)
- Department Library NW II (Mathematics/Computer Science/Physics/Applied Natural Sciences)
- Department Library GEO (Geosciences)

Not on Campus:

- Department Library FIMT (Research Institute of Music Theatre)
Library Card

The Campus Card (see Page 13) is simultaneously the Library Card. The Library Card is valid for all university libraries at all locations.

On the back side of the card, below the bar code, you will find the library user-ID. The default password is your six-digit date of birth, e.g. 031093.

In various libraries on the campus computers with internet access are available. You can log-in via your University-ID (bt user-ID/ st user-ID).

Information Desk

The Information Desk Team provides cross-disciplinary advice on all questions concerning the use of the library, literature searches, databases and the acquisition of literature.

Contact

- Tel.: +49 (0) 921/55-3420 auskunft@ub.uni-bayreuth.de

  Service times at the information desk in the Central Library (Zentralbibliothek):
  - Mo-Th: 9:00-12:30 and 13:30-16:00
  - Fr: 9:00-12:30

Office Hours of Subject Specialists

The Subject Specialists are the “scientific service” of the University Library. Please feel free to make an appointment in order to discuss questions concerning information and literature review in your respective field.

For further information, please see:
www.ub.uni-bayreuth.de/en/infos_zur_ub/contact

Work Booths for Doctoral Candidates

In the Central Library and the Department Library RW (Law/Business) work booths are available for use by doctoral candidates. The application form, with which you may apply for the use of such a work booth, is available at the information desk / lending desk of the respective library.
Courses Offered by the University Library

The courses offered by the University Library provide information on literature review and literature acquisition.

The course on “Library Essentials” provides information on basic literature searches and the use of the library. The course takes place once a week (in German), Thursdays at 15:00, and selected Tuesdays at 15:00 in English.

In depth literature search skills can be acquired in the courses on “Basic knowledge journals - from the reference to the article” and “Usage of the electronic library services”.

The related courses “Reference management with Citavi - an introduction” and “Advanced Citavi training “ give both an introduction to, as well as advanced skills in the use of Citavi - a reference and literature management software for the purpose of scientific work. In addition, every Tuesday, from 14:00-15:00, there is a Citavi consultation hour in the Central Library for individual questions and advice.

It is not necessary to register for the courses on “Library Essentials” as well as the Citavi consultation hour. However, for the remaining courses, registration must be completed using the platform Moodle. There you will also find the specific dates offered.

The meeting point for all courses is the lending desk of the Central Library.

Individual appointments can also be made for groups of at least three people.

English and subject specific courses are available upon request.

Further information:
www.ub.uni-bayreuth.de/en/service/fuehrungen_und_schulungen

Contact:
- Franziska Göde Tel.: +49 (0) 921/55-3458
  franziska.goede@uni-bayreuth.de
- Vera Butz Tel.: +49 (0) 921/55 -3432
  vera.butz@uni-bayreuth.de

On the homepage of the University Library, you can find useful information flyers and video tutorials in English and in German:
www.ub.uni-bayreuth.de/en/a-z
Publishing the Dissertation via EPub Bayreuth

EPub is the document and publication server of the University of Bayreuth. University members can publish in Open Access, e.g. Dissertations, Discussion Papers, and Publication Series in their full versions. In addition, planned or already published contributions, such as preprints, postprints and journal publications can be added in accordance with the Zweitveröffentlichungsrecht (Second Publishing Law).

It is possible to electronically publish a dissertation from all faculties of the University of Bayreuth on EPub Bayreuth. Please clarify, prior to the electronic publication, the copyright regulations and licence rights, so that you do not violate the rights of third parties, such as publishers.

If your work has also been, even in part, published, you must obtain consent from the publishers on the electronic publication of your work. In case you have registered your dissertation at the patents office, or part of your work is currently in the review process for a subject specific journal, please contact the University Library for further details and consultation.

Further information about the submission of the dissertation can be found in the information sheet “Submitting your Dissertation” (Infoblatt Abgabe).

The bibliographical data of documents published in EPub can be transferred to the ERef Bayreuth, which is the verification system for references of the University of Bayreuth upon request.

For questions concerning EPub Bayreuth contact:

- Wiltrud Toussaint
  Tel.: +49 (0) 921/55-3450
  wiltrud.toussaint@uni-bayreuth.de
Supporting Open-Access Publications

Open Access (OA) stands for the free access to scientific information. The data can be viewed without restrictions on the internet and can be downloaded, read, printed or distributed freely. All the rights of the author to his contribution for the scientific process are maintained.

This occurs:

- directly via publishing in an open-access journal or with an open-access publisher (golden road) OR
- via archiving or parallel publication of the publication or the final version on a document server or an institutional repository (green road, e.g. EPub Bayreuth).

Scientific publications in open-access journals are published very fast and can therefore be found, distributed and cited quickly. The quality control is mostly of the same manner as in traditionally published journals.

The University of Bayreuth also promotes the ideals of open access (Open-Access-Strategy of the University of Bayreuth). As a support an open-access publishing fund has been established to cover article processing charges in open-access journals.

Your article should meet the following needs:

- the article is published in a genuine open-access journal which uses an approved quality control. References can be found at the Directory of Open Access Journals (DOAJ).
- as a member of the University of Bayreuth you are responsible for the payment of the publication fees as “submitting author” or “corresponding author”.
- the publication fees should not exceed a maximum of 2.000 Euro per article.

Further information on Open Access and the application procedure can be found under:

www.ub.uni-bayreuth.de/en/digitale_bibliothek/open_access

Questions on Open Access and the application procedure for the publication fund:

- Clemens Engelhardt Tel.: +49 (0) 921/55-3429
clemens.engelhardt@ub.uni-bayreuth.de
Workshops and Events for Doctoral Candidates

The University of Bayreuth Graduate School offers a broad selection of information and further qualification courses, that are specifically targeted towards the needs of doctoral candidates. The selection of workshops includes topics surrounding a doctorate as well as career orientation after completing a doctorate. You can find a collection of these diverse workshops for doctoral candidates and postdocs in the Programme Brochure of the University of Bayreuth Graduate School.

Qualification Areas are:
I. Career Orientation and Development
II. Teaching and Supervision
III. Leadership, Project Management, Teamwork Practices
IV. Acquiring and Managing Third Party Funding
V. Committees and Higher Education Policies
VI. Science Communication
VII. Networking, International and Interdisciplinary Collaborations
VIII. Scientific Practice
IX. Doctoral Studies
The homepage of the UBTGS aims to have a comprehensive collection of offers on upcoming events and workshops for doctoral candidates. Members also obtain event news via email.

Additional offers:

- **Fortbildungszentrum Hochschullehre (FBZHL):**
  www.fbzhl.uni-bayreuth.de

- **Writing Center:**
  www.schreibberatung.uni-bayreuth.de

- **Entrepreneurship and Innovation:**
  http://www.entrepreneurship.uni-bayreuth.de/en/startingabusiness/advising

- **University Library**
  www.ub.uni-bayreuth.de/en

- **Research Support Office:**
  www.forschungsfoerderung.uni-bayreuth.de/en

- **Equal Opportunities Department:**
  www.frauenbeauftragte.uni-bayreuth.de/en/

- **Welcome Center:**
  www.international-office.uni-bayreuth.de/en/
  come-to-bayreuth/welcome-services/

- **Career Service**
  www.karriereservice.uni-bayreuth.de

- **Language Center:**
  www.sz.uni-bayreuth.de

A collection of workshops for doctoral candidates can be found in the Programme Brochure or on the homepage of the University of Bayreuth Graduate School:

www.graduateschool.uni-bayreuth.de/en/termine
Family-Friendly University

The functions of the Family-Friendly University (Familiengerechte Hochschule):
- Expansion and continuation of family-friendly structures and offers at the University of Bayreuth
- Consultation service for students and staff to arrange studies, work and family (child care, financial support, parental leave, family leave, etc.)

Contact: Boris Wiedenhöfer, Building B3 (Room 23), Tel. +49(0)921/55-2168
familiengerechte.hochschule@uni-bayreuth.de

Family-Friendly Configurations and Offers:
- Nursing and Changing rooms on the campus (Location see reverse side of the Campus Card)
- Parent-Child Office (Building B9, Room 4)
- Summer school holiday supervision for children of staff members
- Campus-adjacent supervision for children
  - of students: Student Day Care (Studentenkinderkrippe StuKi)
  - of staff members: Day Care UNI/Birken and Knirps & Co.
- Family focused consultation service
- Guidelines for home office, part-time work and for re-integration following parental leave or other family leave

www.familiengerecht.uni-bayreuth.de/en

Doing a Doctorate with Children

Parent-Child Office

The parent-child-office (PCO) is a standard office equipped with a computer workplace for students and staff with a child/children, which can be used if standard childcare is not possible for a day or a few days. It can also be used as a place for childcare during events or meetings. You can book the Parent-Child-Office (PCO, B9, Room 4) by sending an email to: familiengerechte.hochschule@uni-bayreuth.de.

www.familiengerecht.uni-bayreuth.de/en/family-friendly-working
Dual Career Support

- Information and tips on searching for a job in Bayreuth and the local area
- Support for applications
- Consultation on further qualification possibilities
- In cooperation with partners:
  - Advice on child supervision and schools
  - Support for international couples
  - Support for female scientists
- For: Partners and families of professors, postdocs and young researchers that are new to Bayreuth.

Contact: dual.career@uni-bayreuth.de, Dr. Mabel Braun, Tel. +49 (0)921/55-7788
www.uni-bayreuth.de/en/university/work-at-the-university/dual-career-support

Support for Female Scientist Advancement

The Equal Opportunities Department has several support and funding schemes geared towards members of the University of Bayreuth Graduate School, including:

- Mentoring programme
- Coaching programme
- Grants
- Funds to comply with the equal opportunities mandate
- Further education and training

http://www.frauenbeauftragte.uni-bayreuth.de/en
A Guide to Scholarships: Financing a Doctorate

Doctoral Scholarships

Opportunities at the University of Bayreuth

Grants from the Equal Opportunities Department for Junior Female Scientists

- Mentoring
- Coaching
- Grants
- Funds to comply with the equal opportunities mandate

www.chancengleichheit.uni-bayreuth.de
Language: English and German

International Office

Scholarship for international doctoral candidates

www.international-office.uni-bayreuth.de/en/come-to-bayreuth/scholarships
Language: English

Organisations Supporting Talented Candidates

Cusanuswerk – Bischöfliche Studienförderung

www.cusanuswerk.de
Language: German

Evangelisches Studienwerk Villigst

www.evstudienwerk.de/english
Language: English and German

Ernst Ludwig Ehrlich Studienwerk

www.eles-studienwerk.de
Language: English and German

Friedrich-Ebert-Stiftung

Doctoral support for German nationals and internationals

www.fes.de
Language: German
Friedrich-Naumann-Stiftung für die Freiheit
www.fnst.org
Language: English and German

Hanns-Seidel-Stiftung
www.hss.de/e
Language: English and German

Hans-Böckler-Stiftung
www.boeckler.de
Language: English and German

Heinrich-Böll-Stiftung
www.boell.de/en
Language: English and German

Konrad-Adenauer-Stiftung
www.kas.de/wf/en
Language: English, German, French, Spanish

Rosa-Luxemburg-Stiftung
Doctoral support for German nationals and internationals
www.rosalux.de/en
Language: English and German

Stiftung der Deutschen Wirtschaft und Studienförderwerk Klaus Murmann
www.sdw.org
Language: German

Studienstiftung des deutschen Volkes
www.studienstiftung.de
Language: English and German
Further Scholarship Opportunities

**Akademie Mitteldeutscher Kunststoffinnovationen**
For doctoral candidates from the field of polymer science and polymer technology
www.web.hs-merseburg.de/amk
Language: German

**Bayer Stiftung GmbH: Otto Bayer Stipendium**
For doctoral candidates from the fields of biology, chemistry, pharmaceutics and physics
www.bayer-foundations.com/en/
Language: English and German

**Boehringer Ingelheim Fonds**
For doctoral candidates of the faculties I and II
www.bifonds.de/homepage.html
Language: English and German

**Chemiefonds-Stipendium**
For doctoral candidates from the field of chemistry or a similar field
www.fonds.vci.de/Stipendien
Language: German

**Christoph-Dornier-Stiftung für Klinische Psychologie**
www.christoph-dornier-stiftung.de
Language: German
Deutsche Bundesstiftung Umwelt
www.dbu.de
Language: English and German

Deutsche Gesellschaft für Fremdsprachenforschung
www.dgff.de
Language: German

Evonik-Stiftung
Thematic focus: materials sciences/synthetics, health and nutrition, catalysis, process engineering / technologies
www.evonik-stiftung.de
Language: German

Fritz-Honsel-Stiftung
Support of project related doctoral theses
www.martinrea-honsel.com/karriere/fritz-honsel-stiftung
Language: German

Gerda-Henkel-Stiftung (humanities)
www.gerda-henkel-stiftung.de/en
Language: English and German

ius vivum
For doctoral candidates from the field of law
www.studienstiftung-iusvisum.de
Language: German

Renate und Karlheinz Schmidt-Stiftung
For doctoral candidates from the fields of chemistry, physics and biology
www.deutsches-stiftungszentrum.de
Language: German

Schering Stiftung
For doctoral candidates from the fields of biology and chemistry, performing fundamental research
www.scheringstiftung.de
Language: English and German

Winzig-Stiftung
For doctoral candidates in the field of happiness research
www.winzig-stiftung.de
Language: German
Mobility Scholarships

**Alfred-Töpfer-Stipendium (several scholarships)**
For doctoral candidates of central and eastern Europe from the humanities and social sciences, the performing and visual arts, music, architecture, agricultural and forestry sciences
www.toepfer-stiftung.de/en
Language: English, German, French

**DAAD**
Short and long term stays at research institutes abroad; scholarships for travel for presentation purposes
www.daad.de/en
Language: English and German

**Graduate-Grant of the Bayerische Amerika-Akademie**
The BAA continually awards scholarships to graduate American-studies researchers at Bavarian universities. These scholarships are meant to support current research especially doctoral theses concerning North America. The grant shall be used for travel expenses to North America in the context of the research.
www.amerikahaus.de/en
Language: English and German

**Studienstiftung des deutschen Volkes (ERP-Stipendienprogramm)**
for doctoral researchers in the field of law
www.studienstiftung.de/erp.html
Language: German

**University of Bayreuth Graduate School**
Individual budget for members of the UBTGS for conferences and research trips
www.graduateschool.uni-bayreuth.de/en
Language: English and German
Open-Access Publishing Fund
see Page 18 or
www.ub.uni-bayreuth.de/en/digitale_bibliothek/open_access

Printing Cost Stipends

Deutscher Akademikerinnenbund
Printing cost subsidy (500 Euro) for a scientific publication at a german publishing house or publishing opportunities at LIT-Verlag (Münster/ Hamburg/ London) and digital publishing.
www.dab-ev.org/de/wer-wir-sind/dab-foerderausschuss.php
Language: German

FAZIT Stiftung
Printing costs, travel costs and stipends for PhD candidates.
Source: www.fazit-stiftung.de
Language: German

Geschwister Boehringer Ingelheim Stiftung für Geisteswissenschaften
Printing costs subsidies for research in the humanities and social sciences with link to German speaking culture (e.g. author lives in Germany, research is published at a German, Austrian or Swiss publishing house)
Source: www.boehringer-geisteswissenschaften.de
Language: German

Ius vivum
For researchers in the field of law:
www.studienstiftung-iusvisum.de
Language: German

Oskar-Karl-Forster-Stipendium
Printing cost support for dissertations
www.uni-bayreuth.de/de/studium/foerderungen/Oskar-Karl-Forster-Stipendium
Language: German

Förderungsfonds Wissenschaft VG-Wort
Printing cost subsidies for strongly specialized research that cannot be published without financial aid because of a high degree of specialization and limited edition.
www.vgwort.de/index.php?id=190
Language: German
Possibilities for Financing a Postdoc or Habilitation

DAAD Postdoc-Programm
www.daad.de
Language: German, Nationality: German

DAAD: Post-doctoral Researchers International Mobility Experience (P.R.I.M.E.)
www.daad.org/prime
Language: English and German, Nationality: all

Emmy Noether Programme of the DFG
www.dfg.de/emmy_noether
Language: English and German, Nationality: all

ERC Starting Grants
erc.europa.eu/funding/starting-grants
Language: English, Nationality: all

European Molecular Biology Organization (EMBO)
www.embo.org/funding-awards/fellowships
Language: English
Feodor Lynen Research Fellowship of the Alexander von Humboldt Foundation
www.humboldt-foundation.de
Language: English and German, Nationality: all

Fritz Thyssen Stiftung
www.fritz-thyssen-stiftung.de
Language: English and German, Nationality: all

Gerda Henkel Stiftung (Humanities)
www.gerda-henkel-stiftung.de/en
Language: English and German, Nationality: all

Daimler and Benz Foundation
www.daimler-benz-stiftung.de
Language: English and German, Nationality: all

Heisenberg Programme of the DFG
www.dfg.de/heisenberg
Language: English and German, Nationality: all

Humboldt Research Fellowship for Postdoctoral Researchers
www.humboldt-foundation.de/web/humboldt-fellowship-postdoc
Language: English and German, Nationality: all

Leopoldina Postdoc Scholarship
www.leopoldina.org/en
Language: English and German, Nationality: all

Robert Bosch Stiftung
www.bosch-stiftung.de
Language: English and German, Nationality: all

Marie Skłodowska-Curie Actions (MSCA)
www.ec.europa.eu/research/mariecurieactions
www.kowi.de/kowi/marie-s-curie/marie-sk%C5%82odowska-curie-actions-msca.aspx

Ernst Schering Foundation
www.scheringstiftung.de
Language: English and German, Nationality: all
Stiftung Stipendienfonds des Verbands der Chemischen Industrie (VCI)
Liebig-Stipendium
www.vci.de/fonds/stipendien
Language: German

Volkswagenstiftung - Lichtenberg Professorships
www.volkswagenstiftung.de
Language: English and German, Nationality: all

Useful Literature and Other Links

Accident Insurance Coverage at Higher Education Institutions

Statutory accident insurance coverage at higher education institutions:
Language: German

Landesunfallkasse Bayern (Accident Insurance Fund of Bavaria):
www.kuvb.de
Language: German

Wissenschaftszeitvertragsgesetz

Also known as the Law on Fixed-Term Contracts in Higher Education and Research
Doctoral Advisors

The University of Bayreuth Graduate School is a member of the Qualitätszirkel Promotion (QZP). The QZP has published a brochure on guidelines for doctoral candidates and supervisors: “Shaping a Doctorate Together”. You will find the digital version on the homepage of the University of Bayreuth Graduate School under: www.graduateschool.uni-bayreuth.de/en/broschures

Language: English and German

Marian Petre and Gordon Rugg
The Unwritten Rules of PhD Research (2010)
Language: English

James Hayton
PhD - an uncommon guide to research, writing & PhD life (2015)
Language: English

Peter J. Feibelman
Language: English

Patrick Dunleavy
Authoring a PhD: How to plan, draft, write and finish a doctoral thesis or dissertation (2003)
Language: English

Berufswunsch Wissenschaft? Laufbahnentscheidungen für oder gegen eine wissenschaftliche Karriere
Language: German

Stephan Peters (Hrsg.)
Gut beraten durch die Promotion. Best practice für Promovierende (2012)
Language: German

Svea Korff, Navina Roman (Hrsg.)
Promovieren nach Plan?
Chancengleichheit in der strukturierten Promotionsförderung (2013)
Language: German

Helga Knigge-Illner
Der Weg zum Doktortitel. Strategien für die erfolgreiche Promotion (2009)
Language: German

Randi Gunzenhäuser, Erika Haas
Language: German
Scholarships

Deutsches Forschungshandbuch 2016/2017
Dieter Herrmann, Christian Spath (Hrsg.)
ALPHA Informationsgesellschaft (Verlag)
Language: German

Herrmann, Dieter/Verse-Herrmann, Angela
Geld fürs Stipendium und die Doktorarbeit (2006)
Language: German

Scholarship compass - Your guide to your study
Language: English and German
Scholarship Databases

www.academics.de
Job and Scholarship Database (Job- und Stipendiendatenbank)
Language: German

www.daad.de/en
Scholarship Database for support from the DAAD
Language: English and German

www.e-fellows.net
Online scholarship and career network (Stipendium & Karriere netzwerk)
Language: English and German

www.elfi.inf
Electronic Research Funding Information System
Language: English and German

www.mystipendium.de
Database with a scholarship search function
Language: German

www.stifterverband.info/ueber_den_stifterverband/english/index.html
Foundations database
Language: English and German

www.stipendien-infos.de
Online scholarship database and advisor, subdivided according to the different scholarship types
Language: German

www.stipendienlotse.de
Scholarship database by the Bundesministerium für Bildung und Forschung (BMBF)
Language: German

www.stipendiumplus.de/en
Promotion of young talents in higher education: Studium Plus
Language: English, German and French
Job Portals

- academics.de
- arbeitsagentur.de
- biojob-boerse.de
- bund.de
- wissenschaftskarriere.duz.de
- experter.de
- fazjob.net
- greenjobs.de
- hsozkult.de
- networks.h-net.org
- networks.h-net.org/h-germanistik
- hochschulverband.de
- indeed.de
- jobpilot.de
- jobvector.de
- jobware.de
- kimeta.de
- monster.de
- nachhaltigejobs.de
- researchgate.net
- rund-um-die-promotion.de
- stellenanzeigen.de
- stellenmarkt.sueddeutsche.de
- stellenmarkt-umweltschutz.de
- stepstone.de
- wilabonn.de
- zeit.de/jobs

Job Portal of the University of Bayreuth – current job & internship offers
www.stellenportal.uni-bayreuth.de
Publishing During your Doctorate

Nicola F. Johnson
Publishing from Your PhD: Negotiating a Crowded Jungle (2011)
Language: English

Ruhl, Kathrin / Mahrt, Nina / Töbel, Johanna (Hrsg.)
Publizieren während der Promotion (2010)
Language: German

Jürgens, Kai U.
Wie veröffentliche ich meine Doktorarbeit? Der sichere Weg zum eigenen Buch (2007)
Language: German

Academic Writing / Scientific Publication

Academic Phrasebank
The Academic Phrasebank is a general resource for academic writers. It aims to provide you with examples of some of the phraseological ‘nuts and bolts’ of writing in an organised fashion, according to the main sections of a research paper or dissertation.
www.phrasebank.manchester.ac.uk
Language: English

EASE Guidelines for Authors and Translators of Scientific Articles to be Published in English
www.ease.org.uk/publications/author-guidelines
Language: English, German and many more

The Writers Diet Test
Is you writing flabby or fit? The test identifies some of the sentence-level grammatical features that most frequently weigh down academic prose.
writersdiet.com
Language: English

Oshima, A; Hogue, A
Writing Academic English (2006)
Language: English

Hacker, D
Rules for Writers (2011)
Language: English
Wissenschaftliches Arbeiten - der LOTSE weist den Weg
‘Scientific Work’ provides you with information and tips regarding scholarly work. You will find answers to questions such as ‘What are the most important libraries and databases for my subject of study?’ ‘What are the most important events and conferences?’ or ‘How might I best proceed regarding my graduate thesis?’ ‘Scientific Work’ offers short explanations on each topic along with a selection of annotated links referring to relevant sources.

First of all, Lotse targets a German-language audience and it is thus only provided in German – links however will direct you to international as well as German sources.

German: www.fachportal-paedagogik.de/lotse/index.html
Language: German and partly English

Advisor on Literature Review, Citation and Documentation
Free Download via:
http://auffinden-zitieren-dokumentieren.de/download
Language: German
Scientific Poster for a Conference

Elder, John
How To Make A Scientific Research Poster (2014)
Language: English

Ruhl, Kathrin (Hrsg.)
Das Poster in der Wissenschaft (2011)
Language: German

Project Management

Markus Rittenbruch, Meik Poschen, Helge Kahler, Bettina Törpel
Auf dem Weg zur virtuellen Organisation
Chapter: Kooperationsunterstützung in einer Teambasierten virtuellen Organisation (2001)
Language: German

Manifesto for Agile Software Development
agilemanifesto.org
Language: English, German and more

Lime Survey: open source survey application
www.limesurvey.org/en
Languages: English, German and more

MediaWiki.org
www.mediawiki.org
Language: English and more
Imprint
University of Bayreuth Graduate School
Universitätsstraße 30
95447 Bayreuth

Sources: Internet presence of the respective named organisations / institutions

Photos:
- Title, pages 8, 25, 29, 35: University of Bayreuth Graduate School (Kretz, D.),
- Pages 19, 31: University of Bayreuth Graduate School (Teller, B.)
- Page 17: University of Bayreuth Graduate School (Chmura, N.)
- Pages 14 -15: University Library, University of Bayreuth
- Pages 11, 22: Bilderdatenbank Universität Bayreuth
- Page 37: pexels.com
- Page 25: Sculpture by Stephan Balkenhol

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This is the 6th updated edition of this Information Brochure. Do you have suggestions, further ideas or would you like to report a mistake? If so, please feel free to contact us - we look forward to your email to: graduateschool@uni-bayreuth.de

The University of Bayreuth Graduate School is a member of

ARBEITSKREIS NACHWUCHSFÖRDERUNG AN BAYERISCHEN UNIVERSITÄTEN

www.bayak-nachwuchs.de

UniWiND
GUAT

The German University Association of Advanced Graduate Training