

Guidance Note on the DGRA Doctoral Grant

Purpose:

The German Society for Regulatory Affairs (DGRA) supports work that furthers scientific understanding of, and research into, aspects of drug regulatory affairs. To this end it invites applications for a doctoral grant.

Requirements:

- German or EU nationality.
- Final academic examination passed after a speedily completed course of study.
- Outstanding academic performance.
- Willingness to prepare a doctoral dissertation at a university or an extra-university research institute (not during employment at a commercial company).
- Application before or not later than three months after starting the doctoral work. Otherwise the term of the grant must be shortened accordingly.
- Reference from a professor at a scientific university who, as a doctoral advisor, is entitled to grant a doctorate title and designation of a faculty that is prepared to accept the proposed work as a dissertation subject. (If necessary, the DGRA is prepared to help in the search for a university professor or a suitable university.)

Terms of the grant:

- The grant holder will receive emoluments of € 1,300.00 per month (see box on tax regulations).
- Material costs allowance of € 1,000.00 annually (to financing trips to scientific or special-subject conferences in Europe, specialist literature, consumer materials and small equipment and printing of the dissertation, in each case in agreement with the doctoral advisor and the DGRA).
- The term of the grant is two years. In exceptional justified cases the term may be extended up to six months.
- The grant will begin on presentation of the university diploma including the grade awarded for final work, where applicable.
- Double sponsorship is not allowed. The grant holder agrees to accept funding only from an institution and to inform the DGRA of any changes that could affect the grant conditions. The grant may not be awarded to persons who are employed full-time or otherwise engaged in an industrial enterprise. Part-time activity aimed at securing an income must be reported and, in the case of work that involves more than ten hours a week, will lead to curtailment of the grant sum. The grant sponsor reserves the right to withdraw the grant if the information provided in the grant application is incomplete or incorrect or if there are important considerations that could damage the reputation of the grant.

Submission of application:

The applicant is the person who wishes to receive the grant.

Application documents:

The following must be submitted:

- The topic and work plan for the doctoral work (summary and aims (1 page), introduction with literature sources, research status, planned investigations, schedule) completed by the doctoral candidate.
- An assessment by the doctoral advisor, if the latter is already known. Alternatively, evidence may be submitted of existing contact with a tutor at a university with doctorate-granting rights who is envisioned as the doctoral advisor.
- Commentary from the faculty at which the doctorate is to be acquired regarding the conditions under which the faculty is prepared to accept and review a corresponding dissertation.
- Certificate for the final scientific examination giving the individual grades achieved.
- Two copies of the final scientific work (diploma/state examination work), if the study was concluded with such a final work.
- Completed personal questionnaire.
- Curriculum vitae in table form.

Other requirements

- The grant holder agrees to submit a report on the state of the work and compliance with the schedule every six months. Further payments will not be made until a report has been received which documents reasonable progress of the work.
- As a rule, the work should be written in English.

Applications cannot be processed unless all the application documents have been submitted in full to the DGRA.

Applications may be submitted at any time.

Tax regulations

According to Article 3, Clause 44 of the German Income Tax Act, grants paid to grant recipients by non-profit organizations, such as the German Society for Regulatory Affairs, are exempt from income tax, provided that:

- a) The grants do not exceed an amount required to carry out the research task or to meet living costs and cover education needs and are awarded in accordance with guidelines passed by the grant donor.
- b) The recipient is not obliged in connection with the grant to provide a specific scientific or artistic service in return or to assume the role of an employee.
- c) In the case of grants for promoting further scientific or artistic education, the recipient completed his/her professional training not more than ten years prior to the time such a grant is first awarded.

We wish to point out that we store and use the data collected in connection with the grant, including personal data, in our computer system for organizational and administrative purposes. If there are any objections to this, please let us know at the time the application is submitted.

German Society for Regulatory Affairs

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Personal questionnaire for the DGRA Doctoral Grant

I. Personal details

1. First and last name: _____
2. Place of birth: _____
3. Date of birth: _____
4. Nationality: _____
5. Marital status: _____
6. Have you been the recipient of a grant in the past? _____ yes/no
If so, name of grant and for what period? _____

7. Are other forms of assistance currently pending? _____ yes/no
If so, where? _____
Current activity, scope, where? _____

II. Study

1. Education

- 1.1 Date of university-qualifying diploma: _____
- 1.2 Name, type and location of the school: _____
- 1.3 Other education: _____

2. University education

- 2.1 Date of first registration: _____
- 2.2 Subjects: _____
- 2.3 Number of specialist subject semesters: _____
- 2.4 Total number of university semesters completed: _____
from winter semester/summer semester _____ (year) to winter semester/summer semester (year) _____
- 2.5 University/universities: _____
- 2.6 Examinations taken

2.6.1 Preliminary or intermediate
diploma examinations:

Subject	Examiner(s)	Grade
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Grade for preliminary examination: _____

Place and date of preliminary examination: _____

2.6.2 Final scientific examination (main diploma examination/state examination)

Subject	Examiner(s)	Grade
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Subject of the final scientific work: _____

Grade for the final work: _____

Overall grade for the final scientific examination: _____

Place and date of the final scientific examination : _____

3. Under which university tutor or professor will you be working as a grant holder (with address)?

Which university has declared that it would accept this topic for a dissertation? _____

4. What topic would you cover? (Brief summary; use an additional sheet if more space is needed.)

5. Curriculum vitae in table form

Place

Date

Signature