**Graduate School of Medical Sciences (GSMS**

**Request Form**

**Letter of Acceptance PhD Scholarship Applicants (external funding)**

In order to obtain a Letter of Acceptance in support of a PhD scholarship application, the following documentation should be sent to the GSMS by the prospective PhD supervisor:

* This request form
* PhD supervisor Statement (template)
* English-language CV of the candidate
* Proof of English proficiency

Additionally, the following documents will need to be submitted to the GSMS upon scholarship award to secure admission:

* PhD research proposal as discussed and agreed upon between supervisor(s) and candidate (template)
* Copy of diploma of highest degree

Templates and further information are available via [www.groningenbiomed.com/phd-scholarship](http://www.groningenbiomed.com/phd-scholarship).

Send documents to:

Mathilde Pekelaer ([m.t.l.pekelaer@umcg.nl](mailto:m.t.l.pekelaer@umcg.nl)), and cc Joyce Fongers ([j.e.fongers@rug.nl](mailto:j.e.fongers@rug.nl)).

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| --- | --- | --- |
| 1. **About the candidate** | | |
| 1 | First Name(s) |  |
| 2 | Last Name(s) |  |
| 3 | Gender |  |
| 4 | Place of Birth |  |
| 5 | Date of Birth |  |
| 6 | Highest degree obtained (Undergraduate/Master/MD) | *Degree + program title* |
| 7 | University issuing the degree |  |
| 8 | E-mail candidate |  |
| 1. **About the scholarship provider** | | |
| 1 | Name scholarship provider |  |
| 2 | Weblink call for applications |  |
| 3 | Deadline call for applications | DD/MM/YYYY |
| 4 | Publication of results | DD/MM/YYYY |
| 5 | Maximum duration of scholarship (months) |  |
| 6 | Monthly allowance (scholarship) upon scholarship award  (Mention type of currency if different from euros) |  |
| 7 | Does the call allow for the claim of tuition fees (yes/no; if yes, specify any relevant details) |  |
| 8 | Does the call allow for the claim of bench fees/consumables (yes/no; if yes, specify any relevant details) |  |
| 1. **About the PhD project**   **Please note that the information in this section, excluding numeral 7, will be included in the letter of acceptance. You should take care to ensure that the information provided is accurate and complete.** | | |
| 1 | Total number of months of funding requested |  |
| 2 | Provisional start date PhD project[[1]](#footnote-1) |  |
| 3 | PhD project title |  |
| 4 | Information about the Promotor (also called main supervisor). **The promotor must have the “Ius Promovendi**”: | * Title(s): * initial(s): * name(s) : * Department: |
| 5 | Information about the co-supervisor(s) | * Title(s): * initial(s): * name(s) : * Department: |
| 6 | Bench fee requested per year from scholarship provider[[2]](#footnote-2) |  |
| 7 | Name and email of the *Manager Bedrijfsvoering* |  |

1. The minimum period required between the award notification by the scholarship provider (student receives the scholarship letter) and the start date at UG/UMCG is four months, due to practical arrangements (e.g. visa, contract, housing). [↑](#footnote-ref-1)
2. Bench fees/consumables: cost of research. Not all scholarship providers offer this funding modality: check with the candidate about specific rules & regulations. The GSMS will claim tuition fees (numeral 2.7) for candidates applying after 1 September 2022. Funding towards bench fees from the scholarship provider will go directly to the hosting department. Additionally, PhD supervisors will receive the standard annual bench fee from the GSMS upon admission of the candidate. More information [www.groningenbiomed.com/fees](http://www.groningenbiomed.com/fees). [↑](#footnote-ref-2)