

CHECKLIST

for the application for a grant within the
Medical Scientist Program *nextGENERATION*

1. Cover letter and motivation letter: Explain the reasons for your application, and how the program can support you on your career path to become a Medical Scientist in approximately one page.

2. Curriculum vitae in tabular form:

- Full name, title, date of birth, citizenship, contact information; no photo required.
- Short scientific career
- List of own publications indicating all authors, own name in bold, indicate impact factors including year. Please name your contribution to your maximum of three most important publications and highlight relevant expertise for the proposed project (max. five lines per publication)
- List own scientific congress contributions (only if presenter, max. ten)
- Listing of prizes, fellowships, awards, third party funding received. Please specify your role.
- Indication of additional social, scientific or other commitments.

3. Completed application form:

- The application may be written in German or English, with English preferred.
- Make sure to follow formal guidelines such as length, font size, line spacing.

4. Necessary attachments to the application:

- **Letter of agreement** from the **applicant**
- **For internal applications, mandatory commitment of the (future) department head and (future) scientific head**
- **Letter of support from the scientific and clinical mentors**
 - For internal applications, the letter of at least one mentor must be available when submitting the application. **External applicants are strongly encouraged to contact the Dean's Office or potential mentor(s), if known, at an early stage.**
 - The letter should include a rationale for the selection of the mentor as well as a commitment to the duties of the mentor to the participant.
- **Financial plan** (use the Excel template).
- **Certificates and diplomas in copy:** doctoral certificate and high school diploma as well as other relevant certificates and diplomas in copy. If the documents are not in German or English, a certified translation is requested.

Please submit all documents merged into **one pdf document**.