

## Application for Admission 2018

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### **Instructions for the applicant**

Thank you for choosing to apply for admission to the PhD program of the **Ruhr Graduate School in Economics** (RGS Econ, [www.rgs-econ.org](http://www.rgs-econ.org)). We kindly ask you to complete this application form.

The application form contains questions on personal data, your educational background (schooling, university), language skills, quantitative skills, your motivation to pursue a PhD, and potential research areas. Personal data should be provided as in your passport. Please answer the application form in **English!**

After finishing the application, please use the print button to save the application as a PDF. Attach the following documents to this form **in the following order**:

1. Curriculum Vitae
2. Academic Transcripts (High School Diploma, Bachelor Certificate, Master Certificate)
3. Certificates to prove language skills (TOEFL)
4. Certificates to prove quantitative skills (GRE or GMAT) (a scanned score report is sufficient. You do not need to send your result directly to us)
5. Letter of motivation
6. Other supporting documents you deem relevant (such as thesis/publication/working paper)

Please merge all documents including this application form into a **single PDF (using e.g. PDF creator)**, name it according to **LASTNAME\_FIRSTNAME\_apply\_rgs.pdf** and send it to [helge.braun@rgs-econ.de](mailto:helge.braun@rgs-econ.de) **via Email** (making sure that the PDF **does not exceed 10MB**) or **via postal mail** to:

Ruhr Graduate School in Economics  
Helge Braun, PhD  
c/o RWI – Leibniz Institute for Economic Research  
Postfach 10 30 54  
45030 Essen  
Germany

A complete application consists of this **application documents** provided by you and at least **two letters of recommendation** from university professors or lecturers. Please ask your referees to use the form for the letters of recommendation on the page <http://rgs-econ.org/application-and-admission/>. These are sent directly to us by the referee via postal mail or email, as instructed on the form. All your data will be held in the strictest confidence!

RGS Econ is jointly operated by the three universities of the Ruhr valley region (Bochum, Dortmund and Duisburg-Essen), and by RWI – Leibniz Institute for Economic Research, one of Germany's leading economic research institutes.

**1. Personal Details** (please enter exactly as shown in your passport)

Form of address: Mr or Ms/Mrs	▶	
Surname/Family name	▶	
First/Given name(s)	▶	
Nationality/Nationalities	▶	
Country of birth	▶	
Date of birth (YYYY – MM – DD)	▶	
Native language	▶	
Second native language	▶	

**2. Personal address** (Please write in block capitals)

c/o	▶	
Street Address	▶	
Room no.	▶	
Postal code/City	▶	
Country	▶	
E-mail address	▶	
Telephone number	▶	

**3. Educational Background**

You are required to substantiate the data below with copies and translations (German or English) of your certificates. Please submit these together with this application and provide **all university certificates and diplomas**.

**Schooling** (for university study, see below)

From – to / Date

Details (e.g. Country)

Duration of overall Schooling	▶		▶	
Last School Leaving Certificate	▶		▶	

**4. Academic Background**

**University 1**

Country of study	▶	
Name and Location of College/University	▶	
Subject	▶	
Duration of Study (from/until YYYY – MM)	▶	

Degree attained & Grade/Mark	▶	
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**University 2**

Country of study	▶	
Name and Location of College/University	▶	
Subject	▶	
Duration of Study (from/until YYYY – MM)	▶	
Degree attained & Grade/Mark	▶	

**University 3**

Country of study	▶	
Name and Location of College/University	▶	
Subject	▶	
Duration of Study (from/until YYYY – MM)	▶	
Degree attained & Grade/Mark	▶	

**University 4**

Country of study	▶	
Name and Location of College/University	▶	
Subject	▶	
Duration of Study (from/until YYYY – MM)	▶	
Degree attained & Grade/Mark	▶	

**5. Working Experience**

Please enter the following information on your past employment relationships / internships.

Kind of Job/ Work Title	Duration (from/until YYYY – MM)	Name and Address of Employer
▶	▶	▶

▶	▶	▶
▶	▶	▶
▶	▶	▶
▶	▶	▶

**6. Higher Education and Academic Background**

Have you previously applied to the Ruhr Graduate School in Economics?	▶	
Have you ever been enrolled in a Ph.D. Program? If yes, where and when?	▶	
In case we cannot provide you with funding, please indicate whether you have external funding to cover your expenses.	▶	
What were your main fields of interest during your studies? Please list the three major fields.	▶	
What are your main fields of interest for a dissertation topic?	▶	
Did you receive any grants or prizes?	▶	
Please indicate any other activities, interests or hobbies:	▶	

Academic publications (if applicable)
▶

Please, describe your English Skills (applies to non-native speakers only) (please include copies of certificates if possible)



Please, describe your German Skills (applies to non-native speakers only) (please include copies of certificates if applicable)



Studies abroad (if longer than three months) (please include copies of certificates)



How did you study English?



For how long?



Do you have certified proficiency in English? (e.g. TOEFL, Cambridge Certificate or any other certificate)  
What was your grade /mark?



## 7. Master Thesis

Subject/Title of Thesis



Academic Advisor



Completed between (YYYY – MM)	▶	
Grade/Mark	▶	
University	▶	

Abstract of Master’s thesis (or a description of intended research, if the thesis is not yet complete)

▶

**8. Referees:**

Ask each of your at least two referees to send the recommendation form on the page <http://rgs-econ.org/application-and-admission/form> directly to us, as instructed on the form. We will not initiate contact to these referees.

Referee 1			Referee 2		
Name and Academic Title	▶		Name and Academic Title	▶	
Address	▶		Address	▶	
Telephone	▶		Telephone	▶	
Email	▶		Email	▶	

## 9. Final Declaration

Please submit the date and place of your application and provide – if possible – an electronic signature.

Date ▶
Place ▶
Electronic Signature ▶

Is your application complete? Then save/print the document using the **Save/Print button below**, don't forget to **merge all your documents** to one **single PDF in the order given above**, name it according to the scheme **LASTNAME\_FIRSTNAME\_apply\_rgs.pdf** and send it preferable via Email to [helge.braun@rgs-econ.de](mailto:helge.braun@rgs-econ.de)! Please make sure that the attachment **does not exceed 10MB**. You may also send it via postal mail to:

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Helge Braun, PhD  
c/o RWI – Leibniz Institute for Economic Research  
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45030 Essen  
Germany

**I confirm that to the best of my knowledge the information I have provided on this form is true, complete, and accurate. I have enclosed the required documents.**

(copies of certificates, supporting documents, etc.). Originals (or certified translations thereof) will be presented at registration / enrolment. I am aware that intentionally or negligently providing false information constitutes an administrative offence and may lead to exclusion from the admissions procedure or – if discovered at a later date – to the cancellation of my admission or enrolment.

Please click here:

Save/Print the Form