

## Application for Admission 2021

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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 complete 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. Letter of motivation

And if applicable (check page [application and admission](#)):

4. Certificates to prove language skills (TOEFL)
5. 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)
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 this application package 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 (We will acknowledge the receipt of your letter via Email):

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 the **application package** as described above and at least **two letters of recommendation** from university professors or lecturers. When contacting your referees, please ask them 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 referees via postal mail or email, as instructed on that form.

We wish to remind you that transmission of personal information via email may be insecure and that we can in no way guarantee for or influence security during transmission. At RGS Econ, your data is held in the strictest confidence. The data that you provide to us will only be used for the purpose of processing your application and for the duration of the application process. Your application package and reference letters may be viewed by members of RGS Econ's faculty and its coordination staff and will be deleted 4 weeks after completion of the selection process. Do not hesitate to contact us if you are concerned about how your data is handled at RGS Econ or if you would like to have this data deleted at any point during the process. By signing and submitting your application, you agree to this data policy.

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 Mrs	▶	
Surname	▶	
First/Given name(s)	▶	
Nationality/Nationalities	▶	
Country of birth	▶	
Date of birth (YYYY – MM – DD)	▶	
Native language(s)	▶	

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

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

**3. Schooling 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.

Schooling (for university study, see below)	From – to / Date	Details (e.g. Country)
Duration of overall Schooling	▶	▶
Last School Leaving Certificate	▶	▶

#### 4. Academic 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.

**University 1** Enter the most recent (or expected) Master's degree here.

Institution name and country	▶	
Field of study/subject	▶	
Duration of Study (from/until YYYY – MM)	▶	
Degree attained & Grade/Mark	▶	
(expected) Date of degree	▶	

#### Master Thesis

Subject/Title of Thesis (use a preliminary title if your thesis is not yet completed)	▶	
Academic Advisor	▶	
Completion (expected) by (YYYY – MM)	▶	
Grade/Mark	▶	

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

▶

**Continue in reversed chronological order.**

**University 2**

Institution name and country	▶	
Field of study/subject	▶	
Duration of Study (from/until YYYY – MM)	▶	
Degree attained & Grade/Mark	▶	
Date of degree (YYYY – MM)	▶	

**University 3**

Institution name and country	▶	
Field of study/subject	▶	
Duration of Study (from/until YYYY – MM)	▶	
Degree attained & Grade/Mark	▶	
Date of degree (YYYY – MM)	▶	

**University 4**

Institution name and country	▶	
Field of study/subject	▶	
Duration of Study (from/until YYYY – MM)	▶	
Degree attained & Grade/Mark	▶	
Date of degree (YYYY – MM)	▶	

Studies abroad (if longer than three months and not listed above) (please include copies of certificates)
▶

Academic publications (if applicable)	
▶	

Did you receive any grants or prizes?	▶	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		If yes, which:	

**5. Additional Information (on your PhD plans)**

Have you previously applied to the Ruhr Graduate School in Economics?	▶	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		If yes, when:	
Have you ever been enrolled in a Ph.D. Program?	▶	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		If yes, where and when:	
What were your main fields of interest during your studies?	▶		
What are your main fields of interest for a dissertation topic?	▶		

**For non-native English speakers only:**

How long did you study English?	▶	
Was the language of instruction of one of your Master or Bachelor studies English?	▶	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have certified proficiency in English? (e.g. TOEFL, Cambridge Certificate or any other certificate) What was your grade /mark?	▶	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, which one and what was your score?

**Standardized test results**

Have you taken the GRE test?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you taken the GMAT?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes, what was your quantitative percentile: analytical percentile:
	If yes, what was the score:

**6. Work 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
▶	▶	▶
▶	▶	▶
▶	▶	▶
▶	▶	▶
▶	▶	▶

Please indicate any other activities, interests or hobbies:	▶	
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## 7. Referees:

Please ask each of your at least two referees to send the recommendation form on the page <http://www.rgs-econ.de/application-and-admission/> 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	▶	
Institution	▶		Institution	▶	
Email	▶		Email	▶	

## 8. Final Declaration

**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 may lead to exclusion from the admissions procedure or – if discovered later – to the cancellation of my admission or enrolment.

Please enter 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 **button below**, do not 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 preferably 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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Please click here:

**print/save**

(We recommend using Google Chrome or Adobe Acrobat in conjunction with this button.)