Applications to either programme can be submitted only via the programme you are applying for. Please inform yourself about the two programmes and their requirements on our website before applying.

Applications to either programme can be submitted only via the online application form. Please complete the online application in English. Because we can only accept applications that are complete, you should take your time when you fill in the online form. You can click on the online application link and study the application form before you actually begin to complete the form. If you read these instructions carefully, you will also know what information we ask for.

Your application will be evaluated by the IMPRS faculty and group leaders involved in the Melbourne-Potsdam PhD Programme. Candidates will be short-listed based on academic qualifications, the quality of their research essay, research experience and interest, and personal references.

With your application, you show us that you are interested in joining our doctoral programme and you have the opportunity to convince us that you are an ideal candidate. If you are having problems getting certain documents or have gaps in your CV you should provide us with explanations. Sloppy or incomplete applications will fail to make it on our shortlist.

One important part of the application is the “research essay” in section 5. Here, you can show us that you are informed about the research activities of our faculty and their groups and have knowledge of the respective scientific publications in your field(s) of interest. Think carefully about the essay and make full use of the permitted space to give us a first impression of your scientific creativity and conceptual understanding.

However, please do not try to copy and paste published text pieces, as we will control for plagiarism. Plagiarism will immediately remove your application from further consideration.

The whole online application form must be filled in during one session and can only be submitted when all required fields (marked by a red asterisk *) are complete. The button for submission is at the end of the form. Please make sure you have all information and the required documents at hand when you start filling in the online application. You may wish to prepare your answers to some questions before you fill in the form. You will not be able to save while filling in the form and changes are lost if the browser window is closed before submitting. You cannot change your application once it has been successfully submitted.

When you have successfully submitted your application, your browser window will show a confirmation screen with your application number. Please make a note of this number and use it in all further correspondence with us. In addition, you will get a confirmation email to your email address for correspondence. If you have not received a confirmation email within three days after submitting your application, please contact us.

If you submit your application and receive a screen with an error message, you can get back to your filled-in form with the back button of your browser window. Note that in this case you may have to re-upload your uploaded documents. Before re(submitting), please also check that all fields are still filled in, even ones at the beginning of the form. If you submit before a required field is filled in, you will receive an error message that names the first required field that is not filled in.

If you experience problems while filling in the form, please contact us. If you have problems uploading the two documents we ask for at the end of the form and you get timed out while uploading, the file size may be too big and/or your internet connection may be too slow. In this case, you may have to go to an Internet Café or other place with a fast internet connection.

We recommend using Google Chrome, Mozilla Firefox. Other browsers (e.g. Internet Explorer) will work as well but they may be less user-friendly.

Remember to note down your application number that appears on the confirmation screen after you successfully submitted your application!

If you encounter any problems or have questions, please contact: research-school(at)mpimp-golm.mpg.de

Field by field details

* a red asterisk denotes mandatory/required fields
* Items we feel are self explanatory are noted with “---”.
* Please give all dates in day/month/year format (dd/mm/yyyy), unless noted differently.

1. Personal Information
In this section, we would like some personal and contact information from you.

- **Personal data**
  - **Family Name:** Surname, last name
  - **Given Name:** First name
  - **Middle Name(s):** ---
  - **Gender:** female/male
  - **Date of Birth:** day/month/year (dd/mm/yyyy)
  - **City of Birth:** ---
  - **Country of Birth:** ---
  - **Nationality:** ---
  - **Email Address for correspondence:** give one email address which we can use for all email correspondence with you. Please make sure that this email address is spelled correctly!
  - **Postal Address:** optional alternative address, e.g. your parents’ home address; in general, we will not use this address for mailing/postal correspondence with you.
  - **Address line 1:** for example: an institute name, your name etc.
  - **Address line 2:** for example: a street name and a house number
  - **Address line 3:** city and postal ZIP code
  - **State/Province:** county, state, province; only if applicable
  - **Telephone:** country code/area code/extension or personal number
  - **Email Address:** for correspondence: for example, c/o, PO Box, flat/apartment number; only if applicable

2. Academic Education
In this section, we are asking for information on your university degrees (e.g. Bachelor, Master, Diploma) starting with your most recent degree or current university enrolment. In addition, you will be able to give us information on your higher education enrolment qualifications, and on honors or awards, if applicable.

- **Current or most recent university studies**
  - **College or University:** full name of the university or higher education institution you are currently attending or have attended for your most recent degree
4. Additional Expertise and Personal Interests
In this section, we would like to learn about your personal interests, your language skills and any experience you may have had in living abroad.

Language competence: here we ask you to give information on your language skills, both written and spoken.

Native language: first language, mother tongue

Foreign language skills
- English – * Written and * Spoken: tick the field that best describes your level of competence.
- * I have practiced speaking and writing English in a scientific environment during my studies: tick the field that best describes your active practice of English during your previous studies.
- * German – * Written and * Spoken: tick the field that best describes your level of competence.
Other language: give language and your level of competence

English language test
Please note that candidates for the Melbourne-Potsdam PhD Programme need to provide an English test during the application process. You can send us your test result certificate after the application deadline has passed, if necessary.

- * Have you taken an English language test? yes/I have scheduled a test

Please give information on the English language test. Please provide the test date if you have scheduled a test.

Test Date: day/month/year

Score: your score and the highest possible, e.g. 83/120

IELTS: tick, if applicable

Test Date: day/month/year

Score: your score and the highest possible, e.g. 7.0/9.0

Other English language test: give name and institution that conducted the test

Test Date: day/month/year

Score: your score and the highest possible, e.g. 83/120

- * Have you included a certificate of an English test in your PDF of certificates?: yes/no

Graduate Record Examinations (GRE): if you took the GRE, we would appreciate if you gave us information on your results.

GRE General Test: tick, if applicable

GRE General Score – verbal, quantitative and analytical: give the respective result

GRE Date: day/month/year you took the GRE

Personal interests and hobbies: please give us some information about how you like to spend your free time (not more than 100 words).

Have you been studying or living abroad?: if you have been living or studying abroad, please tell us when and where (not more than 100 words).

5. Programme-specific Questions and References
In this section, we are asking which programme you are applying for: the IMPRS-PMPG and/or the Melbourne-Potsdam PhD Programme. Please note that you can apply for both programmes at the same time. There are specific questions for either doctoral programme. We also ask for the names and contact details of two academic referees.

Programme-specific questions and research essay:
Which programme are you applying for?
You can apply for: (a) the IMPRS-PMPG only
(b) the Melbourne-Potsdam PhD Programme only
(c) both programmes at the same time

- * I am applying for the International Max Planck Research School: Primary Metabolism and Plant Growth (IMPRS-PMPG): yes/no
if you choose “yes”, the fields in Part 1 of this section (Preferred IMPRS-PMPG Research Groups) are required/mandatory fields. If you choose “no”, please leave the fields in Part 1 empty.

- * I am applying for the Melbourne-Potsdam PhD Programme: yes/no
If you choose “yes”, the fields in Part 2 of this section (Preferred Melbourne-Potsdam Projects) are required/mandatory fields. If you choose “no”, please leave the fields in Part 2 empty.

Contact: research-school@mpimp-golm.mpg.de | IMPRS-PMPG & Melbourne-Potsdam PhD Programme, Instructions and Tips for Online Application, 12/2018, page 2 of 3
TIP: It is useful to prepare the answers to the following parts separately in advance and paste the text into the application form.

Part 1: Preferred IMPRS-PMPG Research Groups
Please note that the fields in this part are required for applicants to the IMPRS-PMPG. Please skip this part if you are not applying to the IMPRS-PMPG.

If you are applying for the IMPRS-PMPG, we would like to learn more about your research interests and which IMPRS research groups you would like to do a PhD project with. Have a look at our web pages and inform yourself about the IMPRS research groups/faculty. Choose three IMPRS research groups that meet your scientific interest.

* Preference 1 (Top priority group), * Preference 2, * Preference 3: Name the groups and explain briefly why you apply for these three groups (approximately 80-120 words for each group).

Part 2: Preferred Melbourne-Potsdam Projects
Please note that the fields in this part are required for applicants to the Melbourne-Potsdam PhD Programme. Please skip this part if you are not applying to the Melbourne-Potsdam PhD Programme.

If you are applying for the Melbourne-Potsdam PhD Programme, we would like to know which projects that are jointly supervised by group leaders in Potsdam and Melbourne are of interest to you. Have a look at our web pages and inform yourself about the joint projects that are offered in the current application round. Choose two joint projects that meet your scientific interest.

Preference 1 (Top priority project): * Project code, * Why do you find this project interesting?
Preference 2: * Project code, * Why do you find this project interesting?
Name the respective project code and explain why the project is of interest to you (approximately 80-120 words for each project).

Part 3: Research Essay:
* The research essay is required in ALL applications.
Note: Use approximately 300-500 words for the research essay. The essay does not need to be very detailed, but it should show that you can read the relevant literature, and think independently and creatively about your work and science.

Instructions for applicants to (a) the IMPRS-PMPG only or (c) the IMPRS-PMPG and the Melbourne-Potsdam PhD Programme:
Which of the three IMPRS-PMPG groups named in Part 1 is your top priority group?
Please write a short essay which proposes a possible project in this lab. In this proposal answer the following questions:

(1) What do you consider the most important questions to be answered in the research field of your top priority group?
(2) How would you approach these questions (e.g. experimentally, bioinformatically)?

Instructions for applicants to (b) the Melbourne-Potsdam PhD Programme only:
Which of the two joint research projects named in Part 2 is your top priority project?
Please write a short essay for your preferred project answering the following questions:

(1) Do you have any criticism of the project?
(2) What do you think could be done additionally in the project?
(3) What could be done alternatively or differently?

TIP: Prepare the essay separately in advance and paste the text into the application form.

Other scholarship applications
In this part, we would like to learn whether you are applying for financial support from other sources (e.g. a scholarship from the DAAD or your home country) to do a PhD with one of the faculty members involved in the IMPRS-PMPG or the Melbourne-Potsdam PhD Programme.

I shall apply/have applied for financial support from other sources to do a PhD at the MPI-MP, the University of Potsdam or the University of Melbourne: yes/no
If you answered “yes” to the question above, we would appreciate information about which institution the support would come from. Has your application been accepted, and, if yes, when?

References
Provide us with the names and contact details (email and postal address) of two academic referees whom we can contact for a reference regarding your application to IMPRS-PMPG and/or the Melbourne-Potsdam PhD Programme.

Reference 1
* Name and academic title of referee: ---
* Email address: ---

Reference 2
* Name and academic title of referee: ---
* Email address: ---

* Institution and postal address: give the full name of the institution/university, department, building/street/PO box, city, state/province, country
* Telephone: country code/area code/extension or personal number

TIP: You should contact your referees before you apply to establish that they are happy to give a reference for you. You may also wish to ask for their preferred contact details (especially email).

Advisory Notes and Data Protection Statement
TIP:

Please understand that plagiarism or falsifying or withholding information constitutes grounds for immediate withdrawal of your application from the application process.

The information provided in this application will be shared with other persons involved in the recruitment procedure for the IMPRS-PMPG and the Melbourne-Potsdam PhD Programme.

Recruitment for other PhD positions:
If you agree we may share the information given in your IMPRS application with group leaders in the departments of IMPRS-PMPG faculty members who are doing research in your field of interest and who may be offering doctoral projects. Note that this would happen only after the IMPRS-PMPG application round has ended (approximately 3 months after the application deadline).

* Please select: Yes, I agree./No, I do not agree.
* Note: if you find one of our group leaders advertising a specific position that is of interest to you, you should apply in parallel to your application for the IMPRS-PMPG.

Documents to upload
Upload your documents as a single PDF file each in the respective upload field. You should have these documents ready before you start filling in the application form. Please try to optimize your PDF for size before uploading.

Do not upload other formats than PDF, e.g. Word documents or ZIP archives.

* CV and personal statement
The personal or motivation statement is similar to the cover letter you would write in a written application. We would like to hear about your academic and research interests, your background and career goals. In this statement you can tell us why specifically you would like to join our doctoral programme and convince us that you are an ideal candidate.

* Transcripts and degree documents, language certificate
These are documents relevant to your application, for example your Bachelor's and Master's certificate and transcripts. If you have taken an English language test, please include a copy of the certificate and test results, in particular if you are applying for the Melbourne-Potsdam PhD Programme.

All submitted documents and certificates must be in English or German. If they are not in either language, please submit a copy of the original document and a translation into English. Candidates who are accepted into the programme will have to show the original documents and, if applicable, certified translations into English when they register with the University.