



Information for doctoral candidates with children

1. Many scholarship providers grant family and childcare allowances and offer the possibility of extending the length of the scholarship. If there are age limits listed in the application requirements and you have taken time off due to parental duties, these age limits can be raised.
2. Maternity benefits (Mutterschaftsgeld) are only paid to individuals who are employed. If your doctorate is financed via a scholarship, you are not entitled to receive this benefit.
3. Fixed-term employment contracts will be lengthened by the amount of time taken for parental leave (Nachgewährung). For externally funded positions, this might be possible as well (depending on the type of contract).
4. The amount of money received for parental benefits (Elterngeld) is based upon your previous income. Scholarship recipients receive the minimum amount.

www.uni-jena.de/en/doctorate-and-family

Welcome and Service Desk

At the Welcome and Service Desk, assistance and advice are offered to all doctoral candidates and those who are interested in doing a doctorate. Here, you can receive answers to all questions about doctorates: How will I be admitted as a doctoral candidate? How do I enrol as a doctoral candidate? What programmes does the university offer for doctoral candidates? What is the qualification programme? We also give advice on general questions concerning your doctorate and the options of funding.

You can find the Welcome and Service Desk on the ground floor in the House for Young Researchers.

Phone: +49 3641 9401333

E-Mail: graduate.academy@uni-jena.de

www.uni-jena.de/en/welcomeservicedesk



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GRADUATE ACADEMY

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General information

You can choose to finance a doctoral project through employment as a research assistant, through a scholarship, or as an extra-occupational doctoral candidate. Make sure to discuss these funding possibilities with your future supervisor. Because financial support from one source is frequently not enough funding to cover your entire time as a doctoral candidate, mixed financing and changing from one type of funding to another is common.

Working as an employee

There are two general types of financing as an employee.

1. As an academic employee paid by FSU, you are employed by your supervisor's department. One part of your duties will be supporting your supervisor in carrying out tasks within his or her department. This includes assisting with teaching Bachelor and Master's degree students, working on research and helping with departmental administration. Another part of your duties will be working on your own doctoral project.
2. As an academic employee in a programme funded by a third party, your work will focus more on the project's research programme, as well as on completing your own doctoral project. As practices vary depending upon the discipline and the source of funding, be sure to clarify

the connection between the larger research programme and your own doctoral project with your supervisor. Both forms of employment are typically limited in duration (normally three years, with a maximum of six years for internally-funded positions), are compensated according to the civil servant pay scale (TVL-E13), and are primarily structured as part-time positions (50-65%). Professors are responsible for advertising open positions and awarding employment. Insurance is provided via the statutory social security scheme.

- + Internally-funded positions include integration into academic life
- + There is the possibility of fairly long-term financing
- Due to job responsibilities, internally-funded positions typically offer less time for PhD work
- Occasionally, there is less of a connection with peer networks

Doctorate scholarships

Many different foundations grant scholarships to doctoral candidates. In general, PhD scholarships are granted for two years, with the option of an extension for an additional year. Scholarship recipients are formally independent; that is, they are not employees of the university. Scholarships do not count as income and are not taxed. You will have to take care of social security and insurance by yourself. That means that you will be responsible for finding your own health insurance and paying for it from your scholarship funds. You can voluntarily pay for statutory retirement insurance. Please notice: there can sometimes be a period of months between applying for and possibly receiving funding. This period will also need to be financed.



Organisations for the Promotion of Young Talent

There are 13 Organisations for the Promotion of Young Talent (Begabtenförderungswerke) in Germany. Some of these organisations also grant scholarships for international doctoral candidates.

The different organisations are close to different German political parties, churches, or social partners. They differ from each other in the way they select their grant holders, and in the ideals they promote and ways of promoting them.

The amount of financial support is the same among all 13 organisations (please check the website of the organisations for the exact current amount). Every Organisation for the Promotion of Young Talent has liaison professors at Friedrich Schiller University Jena whom you can contact for questions before applying.

Landesgraduiertenstipendien

Once a year in autumn, the FSU awards so-called Landesgraduiertenstipendien. The number of scholarships granted varies from year to year – in recent years, it was about 10-12 each year. The maximum funding period of this scholarship is three years. For the exact amount, please check our website.

Selected subject-specific scholarships

In addition to these subject-independent scholarships, there are a number of subject-specific scholarships. We recommend the 'euraxess' and DAAD databases to international doctoral candidates for a search on available grants.

- + 100% of your time can be spent on the PhD
- + The scholarship is an accolade on your CV
- No insurance is included
- Less of a connection to academic life

Structured PhD programmes

There are over 20 structured programmes or research training groups at Friedrich Schiller University Jena. In these programmes, doctoral candidates are thematically focused on a common topic, are supervised in teams and participate in courses for additional professional qualifications.

Normally, these positions are funded via scholarships or funded positions. The awarding of financing typically takes place on a fixed date in a selection process led by an allocation commission.

↗ www.uni-jena.de/en/structured-programmes

Extra occupational doctorate

There is also the possibility of doing a doctorate in tandem with employment outside of the University. When planning your doctorate, please be aware that if you are working at the same time you will probably need substantially more time to complete your dissertation, especially if your doctoral project is not related to your employment.

- + Financing independent of the doctorate
- + Employment experience outside of academia
- Limited time for PhD work
- No integration into academic life