



## Exchange and networking

In order to support communicative exchange and networking, we regularly organise events:

- Welcome to the doctorate
- PhD Day
- Career days
- PhD graduation ceremony
- Scientific talks and conferences

Rooms for conferences, workshops and meetings are provided at the House for Young Researchers „Zur Rosen“. The University offers these rooms especially for events organised by and for young researchers.

↳ [www.uni-jena.de/en/phd-events](http://www.uni-jena.de/en/phd-events)

## Welcome and Service Desk

At the Welcome and Service Desk, assistance and advice are offered to all doctoral candidates and postdocs of FSU Jena. Here you will get help with your first steps in Jena (Welcome Service) and will receive guidance regarding enrolment, advisory services, the administration system for doctoral candidates „doc-in“, and the university's 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 of the House for Young Researchers.

Phone: +49 3641 9401333  
E-Mail: [graduate.academy@uni-jena.de](mailto:graduate.academy@uni-jena.de)

↳ [www.uni-jena.de/en/welcomeservicedesk](http://www.uni-jena.de/en/welcomeservicedesk)



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[www.uni-jena.de/en/jga](http://www.uni-jena.de/en/jga)  
[www.facebook.com/ga.unijena](https://www.facebook.com/ga.unijena)



GRADUATE ACADEMY

# Offers for Doctoral Researchers



## Qualification Programme

The Graduate Academy organises an interdisciplinary qualification programme for doctoral candidates and postdocs. These courses will support you with your doctorate and help you to develop key competencies for your future career path.

The programme consists of six categories:

- Fundamental questions of science
- Research methods
- Presenting and publishing
- Communication, leadership and management
- Career planning and job application
- Languages

↳ [www.uni-jena.de/en/phd-qualification](http://www.uni-jena.de/en/phd-qualification)

## Advice for Doctoral Researchers

Guidance for doctoral candidates addresses crucial questions such as: Do I want to do a doctorate? How is a doctorate organised in Jena? How do I get funding? How can I balance a family and a doctorate? How can I deal with stress, conflicts or motivational dips? How can I finalize my dissertation?

We will gladly arrange a personal appointment for you at the Welcome and Service Desk for Doctoral Candidates and Postdocs.

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E-Mail: [graduate.academy@uni-jena.de](mailto:graduate.academy@uni-jena.de)

### Ombudsman

In cases of serious conflict, an ombudsman intervenes and mediates between doctoral candidates and their supervisors at the Graduate Academy. The office of ombudsman consists of two experienced academics who mediate in a confidential, neutral, and independent manner.

↳ [www.uni-jena.de/en/phd-ombud](http://www.uni-jena.de/en/phd-ombud)



## Career Service

The Graduate Academy offers a Career Service for doctoral candidates and postdocs at Friedrich Schiller University. The Career Service supports you in planning your academic career, or in looking for opportunities in the private or social sectors.

The following services are provided:

- individual counselling for doctoral candidates and postdocs
- workshops for career planning and job applications, like e.g. „Pursuing an Academic Career in Germany – Pros and Cons“ or „Plan B – How to find your career outside academia“
- counselling for master students regarding the doctorate and the scientific career
- certificate programmes to further qualify for a future career, like „Leadership in Industry and Society“ and „Leadership in Academia“

↳ [www.uni-jena.de/en/phd-career-counselling](http://www.uni-jena.de/en/phd-career-counselling)

## Welcome Service

The Graduate Academy offers a Welcome Service for all doctoral candidates and postdocs at Friedrich Schiller University.

The Graduate Academy's Welcome Service provides:

- registration and administrative support
- information on the funding of a doctorate
- help to deal with forms and administrative formalities
- questions about entry and stay (visa issues, immigration office)
- German language courses for beginners
- events and networking, like a Welcome Event, a city walk or other excursions

We support all international doctoral candidates as well as their supervisors with the preparation and the beginning of their stay in Jena. For this purpose, we have an international team of tutors („Intudoc“) who help with the first steps of the doctorate in Jena.

↳ [www.uni-jena.de/en/welcomeservicedesk](http://www.uni-jena.de/en/welcomeservicedesk)

