



Guideline PhD Finishing Grant for Female Doctoral Candidates (Paf 2.0) Project duration 2022 – 2025

I. Programme Objective

TU Braunschweig strives to create equal opportunities at all qualification levels. The programme objective is to support qualified junior female scientists, whose completion of their doctorate has been delayed for family reasons or for reasons of particular hardship, in the final phase of their doctorate. Funding is provided by the Professorinnenprogramm III (PP III), which is why the support is available to women exclusively.

The awarding of the funding is subject to the availability of funds from the Professorinnenprogramm III. There is no legal entitlement to funding.

The programme is bound to the project duration (09/2025).

II. Eligibility to Apply

Professors can apply for a PhD finishing grant to the Equal Opportunity Office together with the female doctoral candidates they supervise at TU Braunschweig. The prerequisite is that the doctorate has been delayed for family reasons or for reasons of particular hardship and the previous funding has expired. Funding can only be provided if it is proven by written statement that no other funding can be provided by the applicant's institute.

- Family reasons include, e.g., pregnancy, child-rearing responsibilities, or care of dependents.
- Reasons of particular hardship on personal or economic grounds may include, e.g., illness, reduction of promotional funding without fault of the applicant, or delay in research activity without fault of the applicant.

III. Type and Extent of Funding

The funding period is up to 12 months, depending on the prerequisites and personal situation of the applicant. The funding is granted in the form of an employment contract at the applicant's institute (0.5 position TV-L E 13). The costs are covered by the Equal Opportunities Office, PP III. In exceptional cases, the possibility of granting the funding in the form of a scholarship can be examined upon request. An extension is not possible.

IV. Application Deadline

The application deadline for grants starting between **July and December 2023 is 1 March 2023**. There will be a second application deadline in autumn 2023 so that further funding can be allocated for January 2024 or later.

V. Application

The following documents must be submitted for an application:

- Cover letter indicating the desired funding period
- Letter of recommendation from the supervisor outlining the reasons for the delay and certifying the feasibility of the dissertation within the planned funding period (please attach supporting documents such as birth certificate and registration certificate of the child, medical service report, severely handicapped ID card, etc.)
- Declaration by the supervisor that the doctoral position cannot be financed by other means
- Brief description of the current status of the doctorate (one page)
- Timetable for completion of the dissertation (one page)
- Curriculum vitae and academic record, with list of publications, if applicable.
- University degree certificate
- Certificate of enrollment
- Data protection declaration from webpage (Einwilligung zur Erhebung und Verarbeitung persönlicher Daten)

The first three documents may be combined.

Applications must be sent to the Equal Opportunity Office:

**Stabsstelle Chancengleichheit der TU Braunschweig
Promotionsabschlussförderung
Minka Pawlik
Bültenweg 17
38106 Braunschweig**

Questions about the application process can be directed to the responsible coordinator of the Equal Opportunity Office, Minka Pawlik. (Contact: Phone number (0531) 391-4537 or e-mail m.pawlik@tu-braunschweig.de).

VI. Selection Criteria and Selection Procedure

The awarding of doctoral degree funding is based on the respective reasons for the delay. The Vice President for Research and Early Career Scientists decides on the funding on the basis of a proposal by the Commission for Equal Opportunity (KfG).

VII. Commitment

Doctoral candidates are expected to have completed their dissertation and submitted it to their faculty by the end of the funding period. One month prior to the end of the funding period, applicants are required to inform the Equal Opportunity Office about the status of completion. After completion the doctorate, a copy of the doctoral certificate must be submitted to the Equal Opportunity Office. No later than every 3 months, a time sheet signed by the supervisor showing the hours worked per month have to be submitted in original to the Equal Opportunity Office.