

HOW TO FILL IN THE APPLICATION FORM?

0. FILL IN THE FRONT PAGE

Fill in the required information except for the lowest part which is for the Research Co-ordination Office.

1. ADMINISTRATIVE INFORMATION

(MUST BE FILLED OUT COMPLETELY AND ACCURATELY, USING ARIAL FONT SIZE 10PT.)

1.1 The applicant

Fill in the required information.

1.2 Parallel applications

Candidates must indicate whether their application has also been submitted elsewhere. If that is the case, then fill in the requested information and enclose a single copy of this parallel application. The Ghent University scholarships cannot be held in combination with other scholarships.

2. IDENTIFICATION OF APPLICANT

2.1 Studies (provide a complete overview and add copies of obtained degrees)

Do not submit any originals nor certified copies, since no document will be returned.

2.2 If you have already held a grant or position since the completion of your studies, you need to mention them here, (including any current position, stating whether this position is renewable and whether you have already applied to have it renewed). If not, write 'non applicable'.

2.3 Master's dissertation of previous degree (if relevant)

Give the title of the master's dissertation, the requested information and a brief description.

2.4 Scientific/scholarly studies and/or experience abroad (other than mentioned in the diplomas)

If you have pursued scientific/scholarly studies/training abroad that could be relevant, you should note it here. If not write 'non applicable'.

2.5 Scholarly/scientific publications by the candidate

If you have already published scholarly/scientific articles, please list them with complete bibliographical information in accordance with the following categories. If not, write 'non applicable'.

Articles

a1 articles published in journals listed in the *Science Citation Index*, the *Social Sciences Citation Index* or the *Arts and Humanities Citation Index*. Contributions listed as: "article, review, letter, note". If possible, also give the journal's impact factor.

- a2 articles published in widely circulated scholarly or scientific journals not included under (a1), with international peer review
- a3 articles published in national journals not included in (a1) or (a2) with peer review
- a4 articles published in journals not included in (a1), (a2) or (a3)

Books

- b1 author or co-author of books. (Only books published by academic/scholarly publishers should be mentioned here; no syllabi, no theses.)
- b2 author or co-author of chapters in books (no conferences proceedings)
- b3 editorships (including the edition of proceedings)

Other publications

- c1 articles published in the proceedings of scholarly or scientific conferences but not included in the above categories (only full articles, no abstracts)
- c2 patents

2.6 Participation in conferences, symposia, ...

If you have attended scientific conferences, symposia, or other, you should note it here.

2.7 Motivation of the candidate

The motivation has to be written using Arial font size 10pt. and should not exceed 1 page.

The motivation answers preferably to the following subjects:

- Qualifications of the student for the master's programme (former studies, work experience, ...)
- Significance of the master's programme for the student's country
- Significance of the master's programme for the student's current position in the home country
- Significance of the master's programme for the student's future career
- Specific subjects of interest which will be tackled during the study programme