



**Erasmus Mundus Doctoral Programme
in
Sustainable Industrial Chemistry
SINCHEM**

**APPLICATION FORM 2017/2018
Action 1 EMJD**

Please select one of the following categories you are applying for:

Partner Country Fellowship:

These fellowships are awarded to doctoral candidates who come from a Country other than an eligible applicant Country (see below) and who are not residents nor have carried out their main activity (studies, work, etc.) for more than a total of 12 months over the last five years in one of these Countries. The only exception to this rule applies to doctoral candidates who have previously received an Erasmus Mundus masters scholarship in order to follow an Erasmus Mundus Master Course (EMMC)

Note: The “Partner Country Fellowship” candidates are Third-country nationals, meaning that they are not from any of the 28 EU Member States nor from any of the following non EU Programme Countries: Iceland, Norway, Liechtenstein, Turkey and Former Yugoslav Republic of Macedonia).

Programme Country Fellowship:

These fellowships are awarded to doctoral candidates who do not fulfil the Partner Country criteria defined above.



Instructions

1. Save as .pdf file a scanned copy of the signed and duly filled in application form (please, name the file: NAME_ApplicationForm.pdf);
2. Register on the official SINCEM website (www.sinchem.eu), then login and upload as .pdf files all the mandatory documents (please, put them in order as indicated at page 13);
3. If your application has been successfully submitted, you will receive an acknowledgement receipt by e-mail. Only applicants with complete application will be acknowledged and will be contacted for further matters. If you do not receive such an acknowledgement within 7 days after the **submission** date, please contact us immediately;
4. This application can be
 - a. submitted on-lineOR
 - b. sent by ordinary mail (hard copies) to the following address:

SINCHEM Secretariat
Dipartimento di Chimica Industriale "Toso Montanari"
Viale Risorgimento, 4
Bologna 40136
Italy

Application deadline 20th January 2017

Applications received after the deadline will be rejected.

It is the applicants' responsibility to check that the procedure is correctly accomplished.



1. PERSONAL DATA

(Please enclose a copy of your passport together with a passport-sized photo)

Family Name: _____

Given Name: _____

Date of Birth: (DD/MM/YYYY)____/____/____ Gender: Male Female

Place of Birth: _____

Nationality: _____

Marital status : Single Married Registered partnership

Number of children: _____

Do you have a residence permit? Yes No

Please specify:

Do you need a visa for Europe? yes no

Please specify:

NOTE: it is the applicants' responsibility to obtain a visa once accepted for this program.

2. CONTACT DETAILS/CURRENT ADDRESS

Street, number: _____

P.O. Box: _____ City _____

Country: _____ Postal Code: _____

Phone Number: _____ Fax Number: _____

E-mail: _____

Skype ID: _____

The candidate undertakes to communicate each/any change in residence or address as soon as possible.



Person to be contacted in case of emergency:

Name: _____

Relationship: _____

Street and number: _____

Postal code: _____ City: _____

Country: _____

e-mail: _____

Telephone (home number): _____
(country code – area code – phone number)

3. ACADEMIC QUALIFICATIONS:

Please enclose the digital copy of the degree, the academic transcript containing the list of exams and the scores and any other academic certificate. Note that all of the above mentioned documents have to be translated into English.

*For **applicants** whose Master's degree is to be awarded after the deadline of this call: remember to enclose the list of exams translated into English.*

A/ Undergraduate Degree(s):

Type of degree: _____

Institution: _____

Field/Subject of the degree: _____

Graduation date: _____

Cumulative **GPA**¹ (Grade Point Average): _____

Ranking (out of how many students): _____

B/ (Post)-Graduate Degree(s):

Type of degree: _____

Institution: _____

¹ **GPA**: The cumulative GPA (Grade Point Average) is usually mentioned clearly on your academic transcript. If this is not the case, please ask your university to calculate and provide proof of your cumulative GPA.



Field/Subject of the degree: _____:

Specialization: _____

Date of graduation: _____

Cumulative **GPA**¹ (Grade Point Average): _____

Ranking (out of how many students): _____

Master's Thesis

Please, provide details about the Master's thesis mentioned above.

For applicants whose Master's degree is to be awarded after the deadline of this call: remember to specify the title of the thesis, a short summary and contact details of the supervisor.

Title of the Master's Thesis

Contact details of your supervisor

Summary of the Master's Thesis

If you have more than one degree, please specify the type of the degree, the name of the awarding institution, the topics and the date of graduation:



4. BACKGROUND:

Please, enclose your CV (European Format exclusively) and a motivation letter in English.

5. WORKING EXPERIENCE

Please, provide evidence of your working experience as indicated below

A/ Last or current employer: _____

Type of organisation/enterprises/laboratory:

Working place: _____

Starting date of the contract: _____

Expiration date of the contract: _____

Position held: _____

Reason for the expiration of the contract: _____

Main duties: _____

Supervisor contact name: _____

email: _____ Phone: + _____

B/ Previous employer: _____

Type of organisation/enterprises/laboratory:

Working place: _____

Starting date of the contract: _____

Expiration date of the contract: _____

Position held: _____

Reason for the expiration of the contract: _____

Main duties: _____

Supervisor contact name: _____

email: _____ Phone: + _____

C/ Previous employer: _____

Type of organisation/enterprises/laboratory:

Working place: _____

Starting date of the contract: _____

Expiration date of the contract: _____

Position held: _____

Reason for the expiration of the contract: _____

Main duties: _____

Supervisor contact name: _____

email: _____ Phone: + _____



Other professional information:

Relevant skills acquired:

5. COURSES/SEMINARS/CONFERENCES RECENTLY ATTENDED, IF ANY

Please, provide both dates and a short description of each

6. LANGUAGES SKILLS

Please, specify the foreign language proficiency you have got, in English or other languages, by indicating below the following data according to the Common European Framework of Reference for Languages: http://www.coe.int/t/dg4/linguistic/Cadre1_en.asp.

Mother tongue: _____

Language of instruction of your university Master's degree:

A/ English Language Proficiency:

Date of the test:

B/ Other languages

Language	Listening	Speaking	Reading	Writing

A1 Beginner

A2 Elementary

B1 Intermediate

B2 Upper intermediate

C1 Advanced

C2 Proficiency



7. REFERENCES

Please enclose two recommendation letters. Such letters can also be sent directly by writers to the SINICHEM email address: sinchem@unibo.it

Recommendation letter 1

Author of the letter: _____

Organisation: _____

Address: _____

Position: _____

Email: _____

Telephone: _____

Recommendation letter 2

Author of the letter: _____

Organisation: _____

Address: _____

Position: _____

Email: _____

Telephone: _____

8. I WOULD LIKE TO APPLY FOR THE FOLLOWING SINICHEM PROJECTS

Please rank (from 1 as the most favourite till 4 as the last favourite) your favourite projects contained in the SINICHEM Project Catalog (www.sinchem.eu)

NOTE: Please be aware that you may not be assigned your most favourite project.

SINICHEM PROJECT	PREFERENCE ORDER

If you will not be assigned your first option, do you still want to enrol in the SINICHEM PhD Programme?

Yes

No

9. FUNDING

Please note that PhD candidates must be able to afford their study and living and basic expenses. EM fellowships are assigned on the basis of the academic and professional evaluation only, not on the basis of the economic conditions.

- Funding available – If yes, what kind: Private funder Employer
 Available scholarship
 Expected scholarship



I would like to apply for an Erasmus Mundus action 1 scholarship (in such a case fill in the next form)

I would like to apply also without an Erasmus Mundus action 1 scholarship.

10. SPECIAL CIRCUMSTANCES

Please indicate physical or learning disabilities/particular problems, if any. Max. 500 characters

Pursuant to the Directive 95/46/EC of the European Parliament and of the Council of 24 October 1995 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, all data and information provided by the applicants/candidates will be used for institutional purposes only, both at national and at international level.

I HEREBY DECLARE UNDER MY OWN RESPONSIBILITY
that all data entered in the system are true.

I AM AWARE THAT, in case of false statements, forgery of documents and use of false deeds, the applicant is prosecuted with penal sanctions under the law.

_____ **Date**

_____ **Signature**



ERASMUS MUNDUS ACTION 1 SCHOLARSHIP

In the last 5 years, have you spent more than 12 months carrying out your main activities (studies, work etc.) in any of the EU member states or in Iceland, Liechtenstein, Norway, Turkey, FYRoM.

No

Yes, specify: _____

Have you already benefited from an Erasmus Mundus Joint Doctorate fellowship in the past?

No

Yes, specify: : _____

Have you already applied to other Erasmus Mundus Master and/or Erasmus Mundus Doctorate Programme for the academic year 2016-2017?

No

Yes, specify: : _____

NOTE: Applicants who benefited from an EM Doctoral fellowship in the past are not eligible. Applicants can apply for a maximum of 3 different Erasmus Mundus Master's Courses (EMMC) and/or Erasmus Mundus Joint Doctorate Programmes (EMJD) starting in the same academic year. Applicants who participated in more than 3 EMMCs and/or EMJDs will be excluded from the selection.

How did you learn about SINCEM?:

SINCEM website

Partner university

Advertisement in magazine/paper

Euraxess website

EACEA website

Alumni

Brochure

Friends

Other, specify:



DECLARATION BY THE CANDIDATE

I hereby forward the formal request for the admission to the selection for the Erasmus Mundus Doctorate in Sustainable Industrial Chemistry - SINCEM.

I certify that:

1. I have read all the application instructions;
2. The information and supporting documents I have provided are accurate, true and correct to the best of my knowledge. I am aware that any misrepresentation may result in the withdrawal of my admission or appointment;
3. The submission of this application does not guarantee my right to be admitted in the SINCEM Programme;
4. If I will benefit from an EMJD fellowship, I will not benefit from any other EU grants while carrying out my Erasmus Mundus doctoral activities;
5. I am not currently under any criminal charges.

I agree that the application and all the enclosed documents will be archived at the SINCEM Consortium premises.

I authorize the SINCEM Consortium, pursuant to the Italian Laws 196/2003 ("Codice in materia di protezione dei dati personali") and 271/2009 ("Testo unico sulla privacy e sull'utilizzo dei sistemi informatici"), to use the personal information provided only for institutional purposes.

I am aware that all the documents submitted will not be given back to me.

Place and Date:

Name of the applicant:

Signature _____



CHECKLIST

Use the enclosed **cover page** (see the template available below)

If you want to apply for an **EM scholarship**, you have to fill in the relevant section in the application form

REQUIRED DOCUMENTS

Please ensure that all the following annexes are enclosed to your application:

- Detailed **Curriculum vitae**, Standard European Format only; no other format will be accepted. (see: <http://europass.cedefop.europa.eu/europass/home/hornav/Introduction.csp>)
- Copy of the **academic degree(s)** in original language together with the translation into English, and the final grade. Copies of the **official transcripts** (mark sheets) of academic courses attended to obtain each degree (Bachelor's, Master's or equivalent) with translation in English, and **Grade Point Average**.
- Signed **Motivation Letter** in English (maximum one page) specifying the reasons why you have chosen the SINCEM Programme, which skills and abilities make you a good candidate for SINCEM, your motivations to carry out research abroad, your professional interest in carrying out your research in Europe;
- Two **reference letters** signed by a university lecturer, researcher or an expert in the area of Sustainable Industrial Chemistry. Letters must be printed on letterhead and duly signed. Such letters can also be sent directly by writers to the SINCEM email address: sinchem@unibo.it
- Official **proof of English language proficiency**, providing evidence of the applicant's level of proficiency of the English language. For those who studied in countries where English is the official language, an official letter stating that your university studies were undertaken in English.
- Any other qualifications related to the research areas and topics of the SINCEM Programme.
- 1 scanned** passport-sized photo
- Copy of all the pages of your **international passport**.

If any of the above required annexes is missing, your application will be considered incomplete and will be disregarded.



TEMPLATE

COVER PAGE

Surname: _____

Full name: _____

Nationality: _____

E-mail: _____

This envelope contains the following documents:

DOCUMENT
Application form
1. CV
2. Degree certificate/diploma and Academic Transcript
3. Motivation letter
4. Recommendation letters
5. English test result
6. Other qualifications
7. Photo
8. Copy of passport

Date: ____/____/____

Signature: _____