

<p style="text-align: center;">Checklist – Application Documents (doc 4) Postdoctoral Researchers International Mobility Experience (PRIME)</p>

Documents to be uploaded to the DAAD Portal (make sure to reduce file sizes and to start the upload well before the deadline since it may take some time):

- ☒ Application form
- ☒ CV
- ☒ Career plan
- ☒ Short summary of the research project (including **working title** and **keywords**)
- ☒ Detailed research proposal
- ☒ Time schedule
- ☒ Binding declaration German host university (doc 1)
- ☒ Invitation letter German host (see also doc 2)
- ☒ Invitation letter foreign host
- ☒ Degree certificates
 - ☒ Master (or equivalent) **with transcripts of records** (marksheets)
 - ☐ Bachelor **with transcripts of records** (marksheets), if PhD not completed
 - ☒ PhD with transcripts of records (if available)
 - ☐ If PhD not yet completed, statement from PhD supervisor on expected time of completion
- ☒ Publication list
- ☒ Short summary of the doctoral thesis
- ☒ Ethics issues checklist (doc 3)
- ☐ Language certificates (if applicable)
- ☒ Reference letter

Do not upload documents we don't need (e.g., certificates for reviews, conferences, sports awards). You can list these activities on your CV.

I have taken note of the call for applications and the programme FAQs. I am aware that only complete applications will be processed. Applications that are incomplete or non-compliant with the programme regulations will not enter the review process.

Jena, 12.08.2025

Place/Date



Signature of Applicant