**Application Form**

**CCB Open PhD positions**

**Guidelines**

Please read these guidelines carefully before filling in the application form or contacting the Program Committee.

* Use English to fill in the forms.
* If a field is not applicable to your case, type ‘Not applicable’.
* Do not submit unsolicited documents.
* We prefer electronic submission by email only
* Please submit all documents (application form, (scanned) copies of transcripts and certificates) together in 1 mail.
* The deadline for the application is …….
* We recommend that you keep a printout of your application for future reference.

**APPLICATION FORM**

**1. GENERAL INFORMATION**

Family Name First name Middle name(s)

Date of birth Place of birth Nationality

Sex: Civil State:

No. of Children:

Street

Postal code City Country

e-mail

Phone nr. (work)

Phone nr. (home)

I confirm my application for the CCB Open PhD Positions.

I affirm the correctness of all information and documents.

Signature:  Date:

**2. EDUCATION**

**First Degree (e.g. Bachelor)**

University/College Dates (from - to)

Title (e.g. B. Science) Main subject of studies (e.g. Biochemistry)

First Degree Grade (if known) Graduation date (or expected grad. date)

Name of Advisor (if applicable)

**Second Degree (if appropriate, e.g. Master)**

University/College Dates (from - to)

Title (e.g. B. Science) Main subject of studies (e.g. Biochemistry)

Second Degree Grade (if known) Graduation date (or expected grad. date)

Name of Advisor (if applicable)

**If you have obtained other degrees, please specify:**

University/College Dates (from - to)

Title (e.g. B. Science) Main subject of studies (e.g. Biochemistry)

First Degree Grade (if known) Graduation date (or expected grad. date)

Name of Advisor (if applicable)

If your education has been interrupted, please specify the occupation(s) you have pursued in the interim.

Institution/Company Dates (from - to)

Subject of work (maximum 250 words):

**TOEFL / GRE**

Passing the Test of English as a Foreign Language (TOEFL) or the Graduate Record Examination (GRE) is not required but definitely a plus for your application. If you passed these examinations, please indicate your scores below.

TOEFL:

GRE:

**3. ADVANCED TRAINING**

Please list all advanced courses (including practical courses) you have taken at University/College level and indicate the grades obtained. If transcripts of these courses are available, please include them in your application.

**4. RESEARCH EXPERIENCE**

On this page write the title and a description of your Diploma (thesis) research, or equivalent. Indicate the significance and aims of the work. Indicate your contributions and state the number of months of practical research involved. If you have carried out other research prior to or after your Diploma, please describe it briefly in a separate paragraph. Please include any scientific publications that resulted of this work, and list attendance at scientific conferences or international traineeships, if appropriate. Please do not exceed one page.

**5. MOTIVATION**

Describe why are you interested in doing a Ph.D. in Life Sciences? Why our institute?

What do you find interesting in the projects listed?

**6. Honors, scholarships, prizes and awards**

List any honors, scholarships, prizes and awards (if any) that you feel are relevant to this application. Include dates and a brief description.

**7. Non scientific interests and hobbies**

Please list below your hobbies and social activities that are not directly related to your university degree (including e.g. membership of organizations, tutoring activities).

**8. REFERENCES**

Please list below the names, institutions and email addresses of the referees whom you have forwarded the recommendation form and who have agreed to write a letter of recommendation on your behalf.

**referee 1**

Name

Institution:

Email:

**referee 2**

Name

Institution

Email

**9. How did you learn about OUR open positions?**

Internet web site

Poster

Advertisement in Scientific Journals, please specify:

Friends, colleagues, other students, Faculty members

Other, please specify:

**10. SUBMITTING YOUR APPLICATION**

After completion of the form, save it under a new name "your name”-2017.

**Make PDF copies of the following documents**

* Degree(s) and intermediate certificates, if already obtained.
* Transcripts of marks (academic records). If you do not have a first degree yet at the time of application but expect to graduate before the program starts, a copy of your diploma and additional certificates can be sent in after graduation.

Make sure to include “your name”-2017 in the file name of all attachments.

Submit your application together with accompanying documents (transcripts, certificates) as an email-attachment to: <ccbphdapplications@kuleuven.vib.be>

Include CCB- PhD Application-2017-"your name” in the subject line.

You will receive a confirmation of receipt shortly after submission.