



In-Region Scholarship Programme Central America, the Dominican Republic and Cuba

**Call for PhD Scholarship Applications 2024
at the Tropical Agricultural Research and Higher Education Center
(CATIE)
Doctorate Degree in:**

Agroforestry and sustainable agriculture;

Management and conservation of tropical forests and biodiversity;

Integrated watershed and water resource management;

Economics, development and climate change;

Socio-economic and policy analysis of natural resources and agricultural production systems;

Governance and focus on livelihoods for natural resource management;

Ecosystem services in sustainable agriculture, agroforestry, and forestry systems

Application Closing Date at CATIE and in the DAAD Portal
(for all candidates):

30.03.2024

Supported by the
Federal Ministry for
Economic Cooperation and Development (BMZ)

The award of scholarships is subject to the provision of funds from the Federal Ministry for Economic Cooperation and Development.

To complete your application successfully, it is essential that you read ALL of the following sections.



INDIVIDUAL
FUNDING

PROGRAMME
OBJECTIVES

1

In-Region Scholarship Programme Central America, the Dominican Republic and Cuba 2024

The programme aims to foster strong, internationally oriented higher education systems in *Latin America* with the capacity to contribute to sustainable development. For this purpose, scholarships for development-related Doctoral studies are awarded to individuals who plan to pursue a career in teaching and/or research at a higher education institution in Latin America

By training future academic and professional leaders, the programme contributes to the following **long-term impacts**:

- Qualified professionals' involvement in the solution of development-related problems in Latin America
- Graduates strengthening education and research in *Latin America*
- Structural strengthening and regional networking of partner institutions and partner universities

To achieve these long-term impacts, the following outcomes have been formulated as programme objectives:

Programme objective 1: Graduates have qualified to take over responsible positions in their or for their region of origin

Programme objective 2: The participation of women and underprivileged groups is reinforced

Programme objective 3: Organizational, financial and personal capacities of partner institutions are strengthened

As part of the „In-Region Scholarship Programme“, DAAD offers scholarships for PhD studies. The programme is supported by the German Federal Ministry for Economic Cooperation and Development (BMZ) and designed primarily for university staff in the first line, whilst also catering to the public sector demand of academically trained personnel.

The target group for scholarships is graduates from Central American country (except Costa Rica), the Dominican Republic and Cuba with an Master academic degree if applying for a PhD's programme, who want to pursue PhD's courses in a country of their home region (except: their home country or the country they have a resident permit for) (**In-Region scholarships**),

The awarding of scholarships will be subject to the provision of funds.

APPLICATION REQUIREMENTS FOR A PHD DEGREE

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Applicants for a PhD degree

- are postgraduates with an academic Master degree (or equivalent) with above average results (at least: Second Class/Upper Division or equivalent, if applicable) Candidates who cannot provide a Second Class/Upper Division or a higher result are not eligible;
- clearly show motivation and strong commitment;
- have thorough knowledge of the language of instruction; Spanish
- have completed their last university degree not more than 6 years ago at the time of application;
- must be nationals or permanent residents of a Central American country (except Costa Rica), the Dominican Republic or Cuba; ;
- should be a) staff member of a public university, b) or a candidate considered for teaching or research staff recruitment, c) or from the public sector and/or d) Alumni of the DAFI-programme. Fresh graduates, professionals and other candidates who do not fit in the above mentioned areas are also invited to apply for the programme.

Female applicants, refugees with recognized refugee status and candidates from other less privileged regions or groups are especially encouraged to participate in the programme.

Please note: CATIE might have additional requirements for admission to the university.

ELIGIBLE FIELDS FOR A PHD DEGREE

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In-Region Scholarship Programme supports studies in subject areas with strong relevance to national development.

Scholarships at CATIE are available for the following programme:

- *Agroforestry and sustainable agriculture*
- *Management and conservation of tropical forests and biodiversity*
- *Integrated watershed and water resource management*
- *Economics, development and climate change*
- *Socio-economic and policy analysis of natural resources and agricultural production systems*
- *Governance and focus on livelihoods for natural resource management*
- *Ecosystem services in sustainable agriculture, agroforestry, and forestry systems*

PLACE OF TENURE FOR A PHD DEGREE

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Tropical Agricultural Research and Higher Education Center (CATIE), San José, Turrialba, Costa Rica

DURATION AND COMMENCEMENT FOR A PHD DEGREE

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The duration

- of the PhD programme is generally 3 years and is usually starting in September.

The standard period of study and the start date are based on the Affiliate Agreement between the PhD Programm at the CATIE and the DAAD.

Please note: if you arrive later, the duration of your scholarship will be shortened accordingly.

SCHOLARSHIP BENEFITS

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The scholarship covers:

Benefits	Payment Schedule	Amount
Tuition Fees*	annually	<i>The regularly charged amount will be specified in the letter of award.</i>
Study and research allowance	annually	920 EUR
Printing allowance	once towards the end of scholarship	800 EUR
Monthly Scholarship (Accommodation, Food etc.)	monthly	1010 EUR
Travel allowance (In-Region only)	usually twice (beginning/end of scholarship)	<i>The flat rate travel allowance will be specified in the letter of award.</i>
Health Insurance (In-Region only)	monthly	Directly paid by DAAD to CCSS
Family allowance (if your husband, wife or children) accompanying you to your host country; a separate application	monthly	303 EUR

needs to be submitted for the family allowance upon admission to the programme		
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*Please note that in some cases not all fees and costs that are mentioned on the official fee structure of the host institution can be covered by DAAD in full, e.g. if the agreement with the funding organization prevents DAAD from funding certain items in the fee structure or if items that are included in the fees are supposed to be covered through the individual scholarship benefits. DAAD will transfer the fees directly to the host institution.

PAYMENT OF SCHOLARSHIP FUNDS

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The DAAD will endeavour to transfer/pay out the first monthly payment as quickly as possible after your arrival/ after the beginning of your scholarship. Processing the first transfer of funds may take some time, especially if you are able to set up your bank account only after your arrival in your destination country. To be able to cover the costs which arise until you receive your first scholarship payment, we recommend that you bring a financial reserve with you.

Payments cannot be made in advance/prior of the scholarship start date and the commencement of studies at the host institution. Furthermore, no additional benefits than those listed in this call for applications, such as benefits for family members, can be made.

Please note that the travel allowance for In-Region scholarship holders will only be transferred along with the first scholarship rate, i.e. after the arrival in the host country.

The scholarship will be paid directly to the scholarship holder's bank account. Further details will be communicated after admission to the scholarship programme in the Letter of Award.

ADDITIONAL BENEFITS

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In-Region scholarship holders in the framework of **PhD programmes** are also

a) encouraged to apply for a **short-term research stay in Germany** for 3 up to 6 months.

Please note:

- **The short-term research stay in Germany should preferably be announced in the application for the regular scholarship** and can only be awarded if the necessary financial means are available.
- If you would like to apply, please note that the funding period for a short-term research stay in Germany is part of the In-Country/In-Region programme and the regular study period of the programme may not be exceeded by the short-term research stay in Germany, this

must be included in the regular study period of the In-Country/In-Region programme. Further information will be provided upon request via the DAAD Portal after you have received your In-Country/In-Region scholarship.

The short-term research scholarship includes:

- a monthly scholarship payment for living costs
- health/accident/personal liability insurance
- a flat-rate travel allowance

In-Region scholarship holders are also

- b) invited to apply for different Summer Schools in Germany (four weeks)

Further details regarding additional benefits and the corresponding application processes will be provided after admission to the scholarship programme.

APPLICATION AND SELECTION PROCEDURE FOR A PHD DEGREE

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As a first step, all applicants must submit a complete application for the programme via the DAAD Portal. This is a standard uploading area for all programme applications and some documents may not be mandatory for your application. Please refer to your programme call to check which documents are required.

Please be aware of the DAAD's application deadline as well as CATIE deadline.

The application process for DAAD scholarships contains the following steps:

1. Register on the portal: https://portal.daad.de/sap/bc/bsp/sap/z_set_cookie/setcookie.htm?fund_ar=stv&id=57692903

Programm: Third Country Programme Central America, 2024

2. Log in to the portal
3. Carefully read the instructions on how to apply in the portal
4. Submit your application via the portal by the deadline 30.03.2024

Remember to check that your application is complete and meets DAAD requirements before submitting! Otherwise your application cannot be considered.

DAAD will conduct a formal review of the applications received via the DAAD portal only, according to the DAAD criteria.

► **In addition to this first step, applicants must at the same time/as a second step apply for admission** at the CATIE using the contact details and procedure prescribed by the institution. **The institution has the same deadline as the DAAD for the admission process.** Please inform yourself in plenty of time about the application process at the host institution.

In a final selection organized by the DAAD, applications that have met both the admission requirements at the host university (and the university's rank in the pre-selection) and the DAAD's formal criteria are evaluated by an independent selection committee (international university teachers and experts from German and foreign universities as well as alumni). The independent selection committee evaluates the applications based on the submitted documents, taking into consideration the pre-selection ranking of the institution. Areas evaluated include academic performance and quality, extracurricular activities, motivation, and relevance of the research topic (if applicable).

The DAAD reserves the right of final selection.

Please note that all short-listed applicants may be asked to participate in a multi-wave monitoring survey to gather data on different academic and career development aspects. Participation is voluntary.

APPLICATION DOCUMENTS TO BE UPLOADED TO THE DAAD PORTAL

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Mandatory documents for the DAAD scholarship application to be submitted and uploaded to the DAAD portal (in either English or German):

- DAAD application form (available on the DAAD portal) duly filled in and submitted according to the outlined deadline. Important information as regards Question 7 in the application form: If you cannot find your university/institution in the drop-down menu, please click on 'other institution', and enter it manually.
- A full curriculum vitae in tabular form if not otherwise possible without a signature
- A list of publications (if applicable)

- Two recommendation letters **signed** by university teachers which provide information about your qualifications. One of the recommendation letters for PhD could be issued by an employer. Please read the instructions provided on the tab 'General Information on the Application via DAAD Portal/This is What You Have To Do'.

- Letter of admission for the host university (this can be subsequently submitted before the scholarship begins if it is not available at the time of application).
- University degree certificates including including academic notes (include a grading scale)
- Letter of motivation (1-3 pages with your personal, social motivation as well as your reference to the studies and a PhD project). Please upload the letter of motivation under “study project/motivation” in the DAAD portal
- Copy of the passport or, if not applicable, a copy of National Identification Card (mandatory for an application for a scholarship)
- Detailed and precise PhD proposal (8-10 pages)
- A timetable with detailed information outlined with months and dates as well as information on when the last exam will take place (if applicable: mentioning the planned research stay in Germany, see “Additional benefits”)
- Please note that a detailed and comprehensive proposal is necessary for the assessment. Concept notes will not be accepted.
- Abstract of the proposal on one page (please include name and title of the proposal)
- If applicable, information on the UNHCR registration as refugee

Your application is only valid if you submit all the required documents to the DAAD portal on time. Incomplete applications cannot be considered. You are responsible for ensuring that your applications are complete. **If you do not have documents such as letter of admission at the time of application, please mention and explain this at an appropriate place in the application.**

Please note that the scholarship only becomes effective as soon as the Admission Letter (this can be subsequently submitted before the scholarship begins if it is not available before) from the university is issued and once a proof (e.g., airline ticket, letter from supervisor or coordinator, admission test) has been submitted that you are on site at the host university to begin your studies. This must be submitted to the DAAD portal as soon as possible and is part of a complete application (this can be subsequently submitted before the scholarship begins if it is not available before).

THE APPLICATION VIA DAAD PORTAL/THIS IS WHAT YOU HAVE TO DO

https://portal.daad.de/sap/bc/bsp/sap/z_set_cookie/setcookie.htm?fund_ar=stv&id=57692903

Programm: Third Country Programme Central America, 2024

Scan paper documents and save in PDF format. Please note that you can only upload PDF files to the portal.

Deadline: 30.03.2024

Applications submitted through other channels or to other authorities will not be considered.

The DAAD portal closes at 24.00 hrs. Central European Time (CET or CEST) on the last application day.

Request Recommendation Form:

Please note that this form of a Letter of Recommendation will be the only one which will be accepted by the DAAD. You can generate the recommendation form in the DAAD Portal as a writable PDF under '**Request reference form**'. Please send it to your university teacher or employer and ask him or her to complete the form in full. When you have received it back, please **upload it in the portal under 'Letter of Recommendation'**.

Please note: The form for completion by a university teacher can only be generated during the application period.

If you have any technical questions or problems, please do not hesitate to contact the DAAD technical Portal Hotline under: +49 (0228) 882-8888 or via e-mail at portal@daad.de, open every weekday from 9.00 am until 12.00 pm (CET or CEST).

Please consider the availability of the hotline as well as possible processing times of your request when you are planning your application.

CONTACT AND COUNSELING

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Enquiries related to the DAAD Scholarship

DAAD Contact Person: Grettel González Altamirano

E-Mail: ggonzalez@daad-centroamerica.ac.cr

Website: <https://www.daad-costa-rica.org/es/encontrar-becas/becas-en-costa-rica-y-region/>

Website: <https://www.daad.de/incountry-inregion>

Enquiries related to the general admission and the study programme

Centro Agronómico Tropical de Investigación y Enseñanza

Contact Person: MSc. Ariadne Jimenez



E-Mail: ajimenez@catie.ac.cr

Website: <https://www.catie.ac.cr/oferta-academica/doctorado/>

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