

Dear Applicant,

Please provide each of your referees with a copy of this form, in addition they will be notified via e-mail to upload your reference letter to our system via an automated email. (in case you put in their email address - recommend for candidates who are not in the possession of the letter).

Dear Referee,

[Mr/Mrs] [candidate name] is applying for a PhD scholarship at the Einstein Center for Neurosciences Berlin (www.ecn-berlin.de) and suggested you as a potential reference.

Thank you for taking the time and writing a letter of recommendation on her/his behalf. We devised this set of questions to help you make your letter most beneficial to the applicant. The information we are looking for in a recommendation letter is the following (please feel free to answer as you see fit):

- How long and under what circumstances have you known the applicant?
- How do you judge the applicant's overall academic performance?
- How do you rate the applicant's scientific/academic knowledge?
- If applicable: How do you rate the applicant's practical skills and aptitude to work in a research lab?
- How do you rate the applicant's command of the English language? Does it suffice for advanced academic work?
- What can you tell us about the applicant's personality, e.g. her/his strengths?
- Overall, what can you say about the applicant's qualification, potential and motivation to enter into an interdisciplinary, international doctoral program?
- How would you rank this graduate student compared to your other students? Please give us a value expressed in percent, e.g., top 5 percent, best 20 percent, etc.

Application deadline: 15 January 2017

For any further questions please contact:
info@ecn-berlin.de

Thank you very much for your assistance!

Kind regards,
Admission team
Einstein Center for Neurosciences Berlin