



Einstein Center
for Neurosciences Berlin

Einstein Center for Neurosciences Berlin

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www.ecn-berlin.de

Executive Board: Professor Dr. Sarah Shoichet

Dr. Noa Lipstein

Professor Dr. Wolf-Julian Neumann

Application for Association with the Einstein Center for Neurosciences Berlin

Be part of the Einstein community! The Einstein Center for Neurosciences Berlin brings together more than 120 internationally recognized neuroscientists, whose research spans from synapse to behavior, molecule to disease, and brain to mind. Our aim is to foster interdisciplinary, collaborative research by facilitating synergies between existing research groups and promoting interaction on all levels. The mission of our Einstein Training Program is to support and guide PhD students throughout their entire qualification period and provide them with the skill set to become the next generation of top ranking scientists.

We now invite PhD students of ECN members to apply for association and join this vibrant community.

Your given name:

Your family name:

Your birthdate:

Your birth place: _____, country

Title of your PhD project:

Start of your PhD project:

Your PhD project supervisor(s):

Her/his/their affiliation:

Your application will be evaluated by the admission committee consisting of ECN PIs.

Appendices:

- Infosheet: Benefits and duties of associated students and their PIs
- Example ECN supervision agreement. Association of a PhD student requires the signature of all parties.
- Guidelines - Good Scientific Practice

I hereby declare that I have read and understood the appendices and fully agree with them.

_____ place, date

_____ signature of applicant

I hereby declare that I have read and understood the appendices and fully agree with them. I fully support this application.

_____ place, date

_____ signature of PhD project supervisor

Benefits for associated PhD students

- Being part of the Einstein community
- Access to exclusive workshops
- Supervision committees and meetings
- Annual Retreats
- Administrative support in doctoral affairs
- An individual development budget for workshops, conference participation etc. (1.200€ p.a.) *
- Possibility to apply for graduation scholarships (up to six months, 1.800€ per month) *

Duties of associated PhD students

- Participation in the [Einstein Training Program](#)
- Composition of a supervision committee and organization of annual supervision committee meetings

Benefits for the ECN PI

- Exclusive training for their PhD students, which will benefit their projects and the entire lab
- Additional opportunities for interactions and collaborations within the ECN community

Duties of the ECN PI

- Participation in the association selection committee
- Participation in your PhD students supervision committee
- If necessary, participation in the costs of our workshops

Successful candidates will be invited to present their PhD projects and to be interviewed in the week of May 29 – June 5, 2024.

* Currently guaranteed until December 31, 2025.



Einstein Center
for Neurosciences Berlin

between

«Vorname» «Nachname», «SV_Titel» «SV_Vorname»
«SV_Nachname»,
and the Einstein Center for Neurosciences Berlin

The following paragraphs outline the relationship and obligations between «Vorname» «Nachname», born on «Geburtstag» in «Geburtsort», «birth_country», in the following referred to as associated PhD student, «SV_Titel» «SV_Vorname» «SV_Nachname», in the following referred to as principal investigator, and the Einstein Center for Neurosciences Berlin as scholarship provider, in the following referred to as ECN. It does not replace or alter other existing agreements, such as supervision procedures of graduate programs the associated PhD student might also be associated with (e.g. [Charité guidelines for the supervision of doctoral projects](#)).

Relationship between the associated PhD student and the ECN

- All events like seminars, lectures and workshops organized by the ECN are generally mandatory for associated PhD student. Absence due to illness or other valid reasons has to be indicated to the ECN administration without delay and in writing (via email). In case of an illness, this notification has to be accompanied by an official doctor's sick note (Krankschreibung).
- The associated PhD student is obliged to use one of the following affiliations for all publications that include research results that arise during the scholarship recipient's time at the ECN.
- short:
Charité – Universitätsmedizin Berlin, Einstein Center for Neurosciences Berlin, 10117, Berlin, Germany.

- long:
Charité – Universitätsmedizin Berlin, corporate member of Freie Universität Berlin, Humboldt-Universität zu Berlin, and Berlin Institute of Health, Einstein Center for Neurosciences Berlin, Charitéplatz 1, 10117, Berlin, Germany.

Relationship between the associated PhD student and the principal investigator

- The principal investigator will provide funding for educational and training measures as well as for conference visits that ensure an optimal scientific education of the associated PhD student. This includes ECN workshops and courses, if necessary.
- The associated PhD student has to work on their PhD project. If this work is interrupted by four weeks or more it has to be reported to the ECN administration. If necessary, the cause of absence will be issue of discussion of the ECN Board of Directors which may take appropriate measures (see below).

Relationship between the associated PhD student, the principal investigator and the supervision committee

- The associated PhD student is responsible for setting up a supervision committee consisting of at least three ECN members. The supervision committee optimally should contain:
 - the principal investigator
 - an ECN member familiar with the research area of the PhD project
 - an ECN member unfamiliar with the research area of the PhD project
 - an ECN member familiar with the methods used in the PhD project
 - an early-career ECN member
 - an experienced ECN member
 - It is possible that one person fulfills more than one requirement.
- The associated PhD student will present and document the progress of the project to the ECN and to the members of the scholarship recipient's supervision committee at the designated intervals, but at least once a year. The first meeting between the associated PhD student and the supervision committee has to take place within the first six months after the beginning of association. The associated PhD student will organize the supervision committee meetings.
- Among others, the supervision committee will judge the progression of the PhD project, the personal development of the associated PhD student, and the validity of the funding strategy of the principal investigator. Occurring problems will be communicated to the ECN administration within seven workdays after the supervision committee meeting.

- The associated PhD student will submit a summary of the supervision committee meeting within seven workdays after the supervision committee meeting to the ECN administration.

Consequences of non-compliance

- Non-compliance with the supervision agreement may lead to the temporary pausing or termination of the association or loss of ECN membership status.

Berlin, 11/10/2021

«Vorname» «Nachname»

«SV_Titel»
«SV_Vorname»
«SV_Nachname»

Prof. Dr. Dietmar Schmitz
Spokesperson

translation



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Good Scientific Practice

- (1) As an associated PhD student of the Einstein Center for Neurosciences Berlin the signatory is obliged to adhere to the recommendations for safeguarding good scientific practice as set out by the German Research Council (DFG) and to the rules of Charité – Universitätsmedizin Berlin as set out in the statute dated March 29th, 2018 (https://www.charite.de/fileadmin/user_upload/portal/charite/presse/publikationen/amt-mitteilungsblatt/2018/AMB180329-208.pdf; in German available only).

DFG Information in English:

http://www.dfg.de/en/research_funding/principles_dfg_funding/good_scientific_practice/index.html

Available downloads:

- **Safeguarding Good Scientific Practice: Memorandum (PDF, 967 KB):**
The DFG recommendations for safeguarding good scientific practice, published in 1998, were used by the research community to initiate and formulate a system of self-regulation that found a general consensus. A comprehensive system of self-regulation was set up in every registered research institution based on these recommendations. An amendment and update to the recommendations was approved by the DFG's General Assembly on 3 July 2013.
 - **Process Guideline for Good Scientific Practice (PDF 464 KB):**
To whom do I turn with questions regarding good scientific practice, or in the case of suspected scientific misconduct? What does a typical investigation look like in such cases of suspicion? And what consequences can it have?
These and other questions are answered in the process guideline, which draws on the wide experience of the DFG and its Head Office in dealing with instances of suspected scientific misconduct in the past.
- (2) Your research is subject also to the rules and guidelines for good scientific practice at the institution where your project is based. Please make sure to familiarize yourself with the set of rules for Freie Universität Berlin, Humboldt-Universität zu Berlin, Technische Universität Berlin, Helmholtz-Gemeinschaft, Leibniz-Gemeinschaft, Max-Planck-Gesellschaft, *etc.*