



St Petersburg
State University



PhD Fellowship Programme of the Center for German and European Studies*

1. The CGES PhD Fellowship Programme (Programme) is based at the Center for German and European Studies (St. Petersburg State University branch), a joint enterprise of St. Petersburg State University (Russia), Bielefeld University (Germany) and DAAD (Germany).
2. The Programme is to provide financial and organizational support during a period from 1 to 3 years to 2-3 selected 'Fellows' (PhD students ('aspirants') of St. Petersburg universities, or post-graduates who work on dissertation to obtain 'Doctor of Sciences/PhD of St. Petersburg State University degree' within 1-3 years depending on evaluation results), whose dissertations are related to German and European studies, imply field research in Europe and fall into one of main CGES research areas:
 - 2.1. **Network Structures in Germany, Europe and Russia** (CGES coordinator: Dr. Nikita Basov);
 - 2.2. **Creativity, Communities and Public Spaces of European and Russian Cities** (CGES coordinator: Dr. Nikita Basov);
 - 2.3. **Civil Society and Participation in Europe and Russia** (CGES coordinator: Dr. Elena Belokurova);
 - 2.4. **Europe in World Society** (CGES coordinator: Prof. Dr. Andreas Vasilache).
3. The Programme is to be launched in Autumn 2014.
4. Participants of the Programme are selected on a competitive basis using the following procedure:
 - 4.1. An open call for applications is made in spring;
 - 4.2. Applications for participation in the Programme are collected after regular entry examinations of PhD students at St. Petersburg universities;
 - 4.3. Applications are selected by the Steering Committee consisting of CGES Russian and German directors, CGES scientific manager and CGES research areas coordinators:
 - 4.3.1. In the first selection stage applications are reviewed and short list of applicants is formed by the Steering Committee.
 - 4.3.2. In the second selection stage applicants from the short list are interviewed by the Steering Committee and the final selection is made.
5. Applicants are to have MA or Specialist in social sciences and on the year of application to the Programme, are to be accepted to one of St. Petersburg universities as PhD students ('aspirants'), or to work on dissertation to obtain Doctor of Sciences/PhD of St. Petersburg State University degree within 1-3 years.
6. Participation of PhD students ('aspirants') in the Programme is possible exclusively under condition the PhD advisor supports it.
7. The applications for participation in the Programme must include:
 - 7.1. Curriculum Vitae (in English) containing complete lists of scientific publications, presentations at scientific events, and participation in research projects;
 - 7.2. Plan of PhD project (in English, up to 5 pages long) for the whole period of study (1-3 years), including the contents (theory and methodology, research questions, field research and data analysis techniques), schedule of work on the dissertation, description of participation in research projects (if planned), presentations and publications plan;
 - 7.3. A copy of MA/Specialist diploma;
 - 7.4. A copy of MA/Specialist thesis;
 - 7.5. Copies of 5 selected scientific publications;

* Gefördert durch den DAAD aus Mitteln des Auswaertigen Amts.

- 7.6. A motivation letter (in English), where the main project research question is linked to applicant's research development;
- 7.7. Document approving acceptance to one of St. Petersburg universities as PhD student (in case applicable);
- 7.8. A letter from PhD advisor (in case applicable) characterizing the applicant and expressing support of his/her participation in Programme (in English).
8. The successful candidates (Fellows) participate in the Programme introductory meeting.
9. Fellows start getting monthly funding for the period of one year and get allocated a personal travel fund for one year (with possibility of prolongation for maximum 2 additional years based on decision of the steering committee at the end of each year according to the results of Fellows annual assessment).
10. Fellows get a work place in CGES office at St Petersburg, access to CGES and SPbSU libraries, receive organizational, information (within CGES newsletter and social media news, as well as individually) and advisory support.
11. During first month of the fellowship Steering Committee assigns each of the fellows a scientific advisor from CGES research areas coordinators, MA SES Programme teachers, or CGES affiliated researchers. CGES scientific advisor gives consultations with regard to the demands of CGES points system (see Annex 2), recommends particular events and projects to the Fellow to participate in, gives recommendations on field research in Europe and collaboration with colleagues in Europe, consult on international publications preparation, consults on preparation for the CGES assessment meeting. Nevertheless, PhD supervisor at home university still plays the major role in PhD dissertation preparation and support of the Fellow in all the relevant administrative processes at his/her home university.
12. Within 2 months after acceptance to the Programme, the Plan of PhD work project is to be updated with the help of CGES scientific advisor, linking it to CGES events, activities and research projects.
13. During the period of fellowship the Fellows – in consultation with their advisors and CGES scientific manager – are expected to:
 - 13.1. Work on their dissertations;
 - 13.2. Present their research at international scientific events;
 - 13.3. Participate in CGES research within main CGES research areas according to assignment by CGES Scientific manager, and (optionally) other research projects;
 - 13.4. Do field research in Europe;
 - 13.5. Participate in organizing CGES events (conferences, seminars, workshops etc.) according to assignment by CGES Scientific manager;
 - 13.6. Participate in organizing research practices of MA SES students according to assignment by the Head of MA SES;
 - 13.7. Publish results of their research in Russian and international journals, books and conference proceedings;
 - 13.8. Present their PhD project progress (including assessment points collection progress, see Annex 2) at annual CGES PhD Programme meetings in December. The oral reports are to be supplemented with written reports describing the progress (up to 5 pages) and having attached the available certificates, copies of publications and other proofs of points earned;
 - 13.9. Present their PhD project progress (including assessment points collection progress, see Annex 2) at annual assessment meeting in June;
 - 13.10. Pass all necessary examinations and studies at their universities.
14. Decision on the prolongation of the fellowship for another year is made by steering committee based on assessment taking place in the end of every academic year (June), when the PhD program grantees are to provide documents assuring prolongation of their status at their universities present their dissertation progress and other accomplishments (according to points system, see Annex 2) to the Assessment Committee including both CGES Directors, CGES Scientific Manager, the CGES scientific advisor and the PhD advisor at home university.
15. Upon successful dissertation defense Fellows present their work in CGES during the whole period (third assessment). Upon successful third assessment Fellows receive a certificate of Programme Graduation. Since this moment they no longer receive Programme funding.
16. During fellowship, fellows are to mention support by CGES in all their publications and presentations.

Annex 1. Activities available for the fellows of CGES graduate programme

In St. Petersburg

- Participation in the PhD Programme introductory days to get acquainted with the opportunities provided by CGES for the graduate program grantees in SPb, Bielefeld and Europe;
- Performing individual tasks within CGES international research projects within key CGES research areas;
- Presentations of PhD project progress at annual CGES PhD Programme meetings in December;
- Presentations of PhD project progress at annual assessment meeting in June;
- Participation in the research workshops within current CGES research projects and other relevant workshops in St. Petersburg;
- Participation in CGES contests of scientific papers for MA and PhD students;
- Participation in CGES methodological workshops;
- Participation in the *Scientific Environment* at the Faculty of Sociology;
- Organization of workshops / seminars on the topics of own dissertation research, supported by CGES;
- Participation in CGES annual conferences and other relevant conferences in St. Petersburg State University;
- Publications in CGES working papers;
- Papers publications in the *Journal of Sociology and Social Anthropology, St. Petersburg State University Reviews* (of Sociology, Economics, Management, Psychology, etc.);
- Chapters publications in collective monographs and collections of papers published at the Faculty of Sociology and/or supported by CGES;
- Attending CGES public lectures.

More information on different CGES activities can be found at <http://www.zdes.spbu.ru>.

In Bielefeld¹

- Participation in the Annual Seminar in History and Sociology organized by the “Bielefeld Graduate School in History and Sociology (BGHS)” and brings numerous international scholars to Bielefeld;
<http://www.uni-bielefeld.de/%28en%29/bghs/Programm/Ansem/>
- Organization of international and interdisciplinary workshops at Bielefeld University in cooperation with BGHS PhD candidates with support of CGES;
<http://www.uni-bielefeld.de/%28en%29/bghs/Programm/Workshops/index.html>
- Attending courses on theory and methods and research seminars offered by the faculties of Sociology, History, Political Science and Social Anthropology in German and English;
http://ekvv.uni-bielefeld.de/kvv/publ/publ/Studiengang_Vorlesungsverzeichnis.jsp;jsessionid=75479EFEFBF3B9DA895D19E403CC0EC6.publ_ekvvb?id=7312287&lang=en
- Responding to calls of the BGHS for positions, fellowships, etc.;
- Papers publications in the peer-reviewed journal “InterDisciplines – Journal of History and Sociology” (international journal of the BGHS, in particular for PhD-candidates).
<http://www.inter-disciplines.org/index.php/indi/index>
- Activities taking place at Bielefeld University, cooperating with or beyond BGHS
 - o Participation and cooperation within the Institute of World Society Studies (IW);
<http://www.uni-bielefeld.de/soz/iw/index.html>
 - o Participation in the seminars offered by the Department of Teaching, Learning and Student Counseling (SL_K5) dedicated to the process “from research to writing” of the PhD dissertation;
http://www.uni-bielefeld.de/%28en%29/Universitaet/Einrichtungen/SLK/schreiblabor/index.html/doktoranden/lehrende/lehrende/studierende/lehrende/studierende/studierende/lehrende/lehrende/wir_und_die_anderen.html

¹ During the 3 years of fellowship one long-term (4-6 months) stay in Bielefeld is advisable (preferably 2nd year). Otherwise, two shorter (1-2 months) stays are possible.

- Participation in the seminars of the program PEP (Personal development for researchers and teachers) focused on the preparation of defense and the publication of the PhD thesis;
<http://www.uni-bielefeld.de/%28en%29/pep/>
 - Participation in the seminars mentoring program Movement, the Career Service and the Service Center for young scientists, devoted to the early planning of career opportunities in Germany for the period after graduation;
<http://www.uni-bielefeld.de/%28en%29/mentoring/movement/index.html>
- Different activities in which Bielefeld University is a partner and that are open for application/participation of PhD candidates may apply for.

In Germany and Europe

- Research stays in Germany and Europe (tasks within CGES research projects and grants awarded annually in the form of an open competition);
- Conferences in Germany and Europe (trips funded from the individual travel scholarships allocated to CGES Graduate Programme fellows);
- Research workshops on current CGES research projects;
- Various international programmes for PhD students, including the initiatives (events, lecture and research trips) organized by DAAD exclusively for participants of PhD programmes of Centers for German and European studies worldwide (the full list of DAAD funded programmes can be found here: <https://www.daad.de/deutschland/stipendium/datenbank/en/21148-finding-scholarships/>).

Annex 2. CGES PhD Fellowship Assessment Points

Points necessary to pass annual assessment (half for mid-year assessment):

- 1st year: 80;
- 2nd year: 100;
- 3rd year: 120.

Earning general research activities points

- Events:
 - o Participation in conference / workshop / seminar in Russian as a listener - 1;
 - o Presentations at conferences in Russian - 2;
 - o Participation in trainings / workshops and seminars in Russian with a presentation(s) and extensive participation in discussion - 3;
 - o Participation in schools / advanced courses in Russian - 4;
 - o Participation in conference / workshop / seminar in English or other languages, other than Russian as a listener - 2;
 - o Presentations at international conferences in English or other languages, other than Russian - 3.
 - o Participation in trainings / workshops and seminars in English or other languages, other than Russian with a presentation(s) and extensive participation in discussion - 4;
 - o Participation in schools / advanced courses in English or other languages, other than Russian - 5.
- Research:
 - o Participation in local research projects that are run by research groups and receive state funding, or that from university / foundation - 7;
 - o Participation in international research projects - 10;
 - o Field research stay in Europe - 8.
- Events organizing work:
 - o Organization of workshops or conferences in Russian - 8;
 - o Organization of workshops or conferences in English or other languages, other than Russian - 10;
 - o Participation in the organization of workshops or conferences in Russian - 2;
 - o Participation in the organization of workshops or conferences in English or other languages, other than Russian - 3.
- Publications:
 - o Publication of paper abstract in Russian - 1;
 - o Publication of paper abstract in English or other languages, other than Russian - 3;
 - o Paper publication in Russian - collection of papers - 4;
 - o Paper publication in English or other languages, other than Russian - collection of papers - 7;
 - o Chapter publication in Russian - 5;
 - o Chapter publication in English or other languages, other than Russian - 8;
 - o Paper publication in Russian - peer-reviewed journal / journal recognized by the *State commission for academic degrees and titles* - 7;
 - o Paper publication in international peer-reviewed journal / CGES working paper - 10;
 - o Paper publication in English or other languages, other than Russian - journal indexed by Scopus / Web of Science - 15.

Earning PhD thesis-related points

- First and second semester:
 - o development of research design: 6;
 - o bibliography: 2;
 - o theoretical chapter: 10;
 - o development of research tools (e.g. questionnaire, interview guide): 3;

- empirical data collection: complete – 5-10 points (depending on the level of data collection plan accomplishment).
- Third and fourth semester:
 - improvement of research design: 3;
 - theoretical chapter: 8;
 - empirical chapter: 10;
 - development of research tools (e.g. questionnaire, interview guide): 3;
 - empirical data collection: complete – 5-10 points (depending on the level of data collection plan accomplishment).
- Fifth semester:
 - improvement of research design: 2;
 - theoretical chapter: 8;
 - empirical chapter: 8;
 - development of research tools (e.g. questionnaire, interview guide): 3;
 - empirical data collection: complete – 5-10 points (depending on the level of data collection plan accomplishment).
- Sixth semester:
 - full text of the thesis (presented and discussed at pre-defense): 20.