

Guidelines for 'Letter of Motivation' / 'Project Outline'

Dear applicant,

In order to be admitted to the selection process for the Albertus Magnus Scholarship Programme, we require a letter of motivation from you and – in the case of doctoral funding – a project outline as well. To help you draft the relevant documents as required, we would like to provide you with a few pointers.

What is a 'Letter of Motivation'?

In a letter of motivation, you should explain in detail your personal motivation for undertaking postgraduate study in Germany, answering the following questions:

- Why do you wish to study in Germany?
- Why did you choose this particular university?
- Why have you chosen this academic as your supervisor?
- Why have you chosen your intended theological specialism?
- Which theological questions interest you?
- How will your qualification benefit your diocese or religious order (e.g. a future role as a lecturer at a seminary, a pastoral role)?
- In which area would you like support from the Academic Committee (e.g. finding a higher education institution or a supervisor)?

The personal statement should be **between two and three pages** in length.

What is a 'viable project outline'?

In a project outline, you should present a viable doctoral project that can be completed within the three-year funding period. Your project outline must demonstrate independent academic work that makes a new contribution to the advancement of scientific knowledge.

The project outline should contain a brief thematic overview of your planned doctoral project. Please structure your outline in line with the content of a research proposal and take the following points into account:

- The research question (What is the topic? Why is it relevant?),
- the specific research question to be addressed,
- the objective (What is to be discovered, demonstrated or achieved by the end of the research?),
- possibly the underlying hypothesis,
- the methods to be used (How should the topic be approached?),
- a timetable for the funding period (a rough outline of the individual stages of work)
- the bibliography, divided into primary (source) and secondary literature, whereby all titles must be mentioned in the main text and the bibliography should include up-to-date literature.

The project outline should be **at least two and no more than three pages** in length, excluding the bibliography.

We wish to ensure that you have discussed the research project with your supervising academic. You must therefore also submit a formal letter of commitment from your supervisor. In this letter, he or she should explain why he or she supports your research project and whether he or she considers it feasible to complete within the funding period.

The letter of motivation or project outline may be written in German, English, French or Spanish.