

Research Opportunities Week

FAQ

Application Portal

Can I submit documents after the deadline?

No, applications which are not completed and submitted by October 31, 2018 at 4:59 pm. are not taken into consideration.

My supervisor does not want me to upload the support letter. Can s/he send it to you directly?

Please note that the system requires you to upload a document, otherwise you are not able to submit the application. So if s/he sends us an email last minute with the support letter, you might not be able to submit your application on time.

If your supervisor does not want you to upload the support letter, please contact TUM ForTe in advance so that we can find a way around.

Can I update my application after the deadline e.g. new publications?

Additions or changes are not possible after the deadline due to fairness reasons.

Can I update my application after I submitted it if it is still before the deadline?

In this case, you need to contact TUM ForTe.

I just submitted my application and realized that I uploaded a wrong file on the server. Can I still change it?

In this case, you also need to contact TUM ForTe.

How do I know that my application is complete?

You are unable to submit your application if you have not uploaded all required files.

Can I upload restricted PhD files?

Please upload PhD files without any restrictions, otherwise the reviewers will not be able to see them.

Who should I address my cover letter to so that my application is directed appropriately?

Please address your motivation letter to the Scientific Board. Keep in mind that the letter should be written in English.

Host Professors

Whom can I mention as Host Professors?

Full Professors, Assistant and Tenure Track Professors	yes	In case of doubt, compare with the List of Professors at TUM
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Retired Professors/Professors Emeriti	no	Retired professors are listed here: Professors Emeriti
Adjunct Professorships/ Außerplanmäßige Professoren	no	
Honorary Professors	no	Honorary Professors are listed here .
Junior Research Group Leaders	no	They cannot be hosts, so name the professor at whose chair the Research Group Leader works. You are of course welcome to arrange meetings with him/her if selected for the ROW, but the host needs to be a professor.
Any other researcher/postdoc at TUM	no	

How can I find out about the status of a professor?

Check if s/he is mentioned in the List of Professors at TUM, in case of doubt, feel free to contact us before submitting your application.

Should I contact the professors I name in advance?

You do not need to contact the professors. We check with the professors if they are interested in meeting you at a later stage of the application process.

Eligibility Criteria

Can I apply for the Research Opportunities Week if I am now working in Germany, but did my PhD abroad?

No, in this case you are unfortunately not eligible.

I am already working at TUM, can I apply for the Research Opportunities Week?

No, in this case you are unfortunately not eligible.

A professor at TUM has offered me a position which I will start before the Research Opportunities Week in April 2019. Can I still apply for the Research Opportunities Week?

No, in this case you are unfortunately not eligible.

How many years after finishing my PhD I am eligible to apply for ROW?

You can apply maximum three years after finishing your PhD. So in this round, you are eligible if you completed your PhD in April 2016 or later. The date calculated based on the date mentioned on your PhD certificate.

I completed my PhD in March 2016 (or before that). Am I eligible to apply?

Unfortunately, you are not eligible for the event. The Research Opportunities Week aims at researchers who recently finished their PhD or are about to finish it, so we cannot make exceptions from the three year rule.

I already participated in the ROW before, can I apply again?

a) You cannot apply again if you applied before but were not selected.

b) You can reapply if you applied and were selected but not able to participate. (if you still completed your PhD less than 3 years ago).

Can I apply for the ROW if I haven't finished my PhD yet?

Yes, you are eligible, but you need to submit a letter from your supervisor that confirms that you will finish your PhD within the next 12 months. It is sufficient if you finish your PhD within the next 12 months calculated from the ROW date (April 2019), however, be aware that you would need your PhD title before starting the TUM University Foundation Fellowship (TUFF).

Language-related questions

Do I need to speak German to join TUM or participate in the Research Opportunities Week?

No, you do not need to be able to speak German in most fields at TUM – except if your research would require you to know German.

My PhD certificate is in Spanish/Portuguese/English/French. Do I need to have a translation?

In this case, you can add an English translation, but it is not mandatory.

My PhD certificate is in Arabic/Russian/Korean/Mandarin. Do I need to have a translation?

For any language that we would not be able to read, please add a translation in English.

All other documents in English since not all reviewers speak German.

Can I submit my application in German?

Since not all reviewers speak German, please make sure all relevant documents are in English.

Publications

Can I hand in a paper that has not been uploaded yet?

You can upload an unpublished paper, but we aware that the reviewers can also read it.

Is the number of publications a strict criterion for a successful application?

There is no requirement to have a certain amount of publications before applying for the ROW. However, depending on the research area reviewers might look at your track record to determine your scientific excellence.

Outcome/Selection of the Participants

When will I be informed about the results?

We will inform everyone about the results early in January.

It is already February and I did not hear back from TUM.

We get back to every applicant who submitted an application by email. However, in rare cases, emails which we send via our portal do not reach applicants. Please also log in to the portal and check in the activity stream whether you have received a message there.

Questions regarding the participation

I need a visa to attend the ROW. Can you provide me with an invitations letter for the visa application?

In order to receive a formal letter of invitation from TUM, you need to be selected to participate in the ROW first. After receiving our confirmation, we can provide you with an official letter.

Can TUM also provide an invitation letter of my partner/family?

No, we can only issue invitation letters for persons who are selected for the Research Opportunities Week.

I will be able to join for the entire week, it is possible to attend just part of the week?

The Research Opportunities week is a one week event. If you are selected, you are only able to join the event if you are able to attend the entire week's programme.

TUFF Fellowship

Where can I find detailed information about the fellowship?

We provide you with all the necessary information during the event.

When can I apply for the fellowship?

The application process for the fellowship takes place after the Research Opportunities Week. You need to find a professor during the ROW who supports your TUFF application. You then have about a month to prepare and submit your application.

Can I apply for the TUFF Fellowship a year after participating?

It is possible to apply for the TUFF Fellowship also in the following year, but it is your responsibility to get in touch with the organizers early to find out about the application deadline for the respective year.

Can I reapply for the TUFF Fellowship if I am not successful?

No, every ROW participant can only apply once.

When can I start the TUFF fellowship?

We inform the TUFF applicants about the outcome in summer (for this round, probably in August 2019). The fellowships can then be started between autumn 2019 and September 2020.

Contact

TUM Talent Factory

Website: <https://www.tum.de/nc/en/research/postdocs/research-opportunities-week/>

Contact us via: postdoc-application@tum.de

Last updated: September 5, 2018. This document is continuously updated.