



APPLICATION FORM

for the SBW Berlin Scholarship

Your personal data

First name: _____

Last name: _____

Birthday: ___ / ___ / _____ (day/month/year)

Citizenship: _____

Civil status: _____

Academic Status: _____
(still in school, studying at university, academic degree, etc.)

Monthly income: _____

Current postal address

Street & number: _____

ZIP code: _____

City: _____

State: _____

Country: _____

Contact details

Phone (landline): _____

Cell phone: _____

Email address: _____

Social media profiles (fully optional, not required information)

LinkedIn: _____

Twitter: _____

Youtube: _____

Facebook: _____

Your photograph



Data of your mother

First name: _____
Last name: _____
Country of residence: _____
Current occupation: _____
Monthly income: _____

Data of your father

First name: _____
Last name: _____
Country of residence: _____
Current occupation: _____
Monthly income: _____

Members of your household

Number of siblings: _____
Age of siblings: _____
Total number of household members: _____
Total household income: _____

Most recent school or university certificate

School/University name: _____

City and Country: _____

Date of issue: ___ / ___ / _____ (day/month/year)

Grade point average: _____

Best possible grade would have been: _____

Minimum grade required to pass: _____

Main subject(s): _____

Highest school leaving certificate (already obtained degrees only)

School name: _____

City and Country: _____

Date of graduation: ___ / ___ / _____ (day/month/year)

Grade point average: _____

Best possible grade would have been: _____

Minimum grade required to pass: _____

Main subject(s): _____

Highest university degree (already obtained degrees only)

University name: _____

City and Country: _____

Date of graduation: ___ / ___ / _____ (day/month/year)

Grade point average: _____

Best possible grade would have been: _____

Minimum grade required to pass: _____

Degree name: _____

Main subject(s): _____

Name of thesis: _____

Grade of thesis: _____

Current Occupation

School/University/Employer: _____

City and Country: _____

Title/position: _____

Start Date: ___ / ___ / _____ (day/month/year)

Expected end: ___ / ___ / _____ (day/month/year)

Expected degree: _____

Main subject(s): _____

Desired career (studies and degree)

University/Academy name: _____

City and Country: _____

Start of studies: ___ / ___ / _____ (day/month/year)

Expected date of graduation: ___ / ___ / _____ (day/month/year)

Name of the desired degree: _____

Main subject(s): _____

In case of applications for vocational training

Training company: _____

City and Country: _____

Expected monthly pay: _____

Internships and professional experience

If you have already gained work experience, please fill out the following fields in chronological order, starting with your latest position. We are interested in all kinds of work experience - whether as an apprentice, intern, trainee, employee, freelancer or entrepreneur.

1. Last work experience

Start Date: ___ / ___ / _____ End date: ___ / ___ / _____ (day/month/year)

Name of the Company: _____

City and Country: _____

Title/position: _____

Department: _____

Areas of Responsibility: _____

2. Work experience before the one above

Start Date: ___ / ___ / _____ End date: ___ / ___ / _____ (day/month/year)

Name of the Company: _____

City and Country: _____

Title/position: _____

Department: _____

Areas of Responsibility: _____

3. Work experience before the one above

Start Date: ___ / ___ / _____ End date: ___ / ___ / _____ (day/month/year)

Name of the Company: _____

City and Country: _____

Title/position: _____

Department: _____

Areas of Responsibility: _____

4. Work experience before the one above

Start Date: ___ / ___ / _____ End date: ___ / ___ / _____ (day/month/year)

Name of the Company: _____

City and Country: _____

Title/position: _____

Department: _____

Areas of Responsibility: _____

5. Work experience before the one above

Start Date: ___ / ___ / _____ End date: ___ / ___ / _____ (day/month/year)

Name of the Company: _____

City and Country: _____

Title/position: _____

Department: _____

Areas of Responsibility: _____

Foreign languages, IT skills, etc. (please also indicate your level)

How did you discover the SBW Berlin scholarship?

**Have you applied for a scholarship before?
If so, where, when and what was the result?**

**Have you already traveled abroad?
If so, when, where and how long did you stay? What did you discover?**

Please name a few of your hobbies or areas of interest:

**Have you already worked as a volunteer for a non-profit organization or have you ever been involved in a social project in your country?
If so, why, when, where and for how long? What did you learn?**

I declare that all the information I have inserted in this form is true and allow SBW Berlin to check it if necessary.

Date: ___ / ___ / _____ (day/month/year)

Location: _____

Signature

Additional documents

Please don't forget to include at least the following documents in your application:

- a motivation letter (1 or 2 pages long)
- a copy of your last school or university certificate that shows your grade point average and a grade overview
- a copy of your highest academic degree (high school diploma or university certificate) with your grade point average and a grade overview

If available, copies of the following documents should be included as well:

- university admission or evidence of your qualification for university entrance
- a copy of an internationally recognized language certificate for the language in which your studies will be taught¹
- all previous work, training, apprenticeship and internship certificates and references
- if you have already started studying: all so far obtained university certificates and records of achievements (graded and ungraded)

We recommend all applicants to submit the following additional documents, which are not mandatory:

- one or two letters of recommendation from professors, schoolteachers, employers, etc.
- evidence of the net household income²

The application and all enclosed certificates and supporting documents must be submitted in German or English via email to application@sbw.berlin. If a document was issued in another language, we also ask for a translation into German or English. Simple copies and simple translations are sufficient for the application.

Your letter of motivation should answer at least the following questions:

- Why have you chosen this field of studies?
- What are your career goals after you have finished your education?
- Why should we select you as one of our scholarship holders?

Applicants with a grade point average equivalent to the German 1.5 up to 2.0 should also outline their project idea.

Only complete applications can be considered.

Data Protection

Data protection is important to us. All documents that you send us will be handled with the utmost care. For further details please see the data protection declaration on our homepage.

¹ Such a certificate will be required during our verification process at the latest.

² If you only provide information about your income during the application process, we will ask you for proof during the the verification process.