

Heidelberg Center for American Studies

Requirements for the application to the PhD in American Studies

- **A one-page CV**
- **References by two of your previous academic or professional supervisors:**
The references must be submitted in sealed and signed envelopes. They must be written on official paper carrying an institutional letter head and must be stamped with the institutional stamp or seal. Forms for referees are downloadable on www.hca.uni-hd.de.
- **Transcripts of your high school leaving grades** in the English original (or their translation into English and certified copy of the original) and a copy of your **high school diploma** in the English original (or their translation into English and certified copy of the original)
- A copy of your **B.A. and M.A. diploma** in the English original (or its translation into English and certified copy of the original)
- **Transcripts of your university grades:** If you have not completed your university degree, please provide transcripts of your previous classes in the English original (or their translation into English and certified copy of the original).
- A one-page **abstract of your B.A. and M.A. theses** (in English)
- A **writing sample** in English of 2 to 10 pages in length: This can be an essay you wrote for your previous studies, an essay on a topic you choose. The writing sample should give us an idea of the standard of your skills in formulating and expressing your thoughts in English.
- **Test results** of a Test of English as a Foreign Language (TOEFL or equivalent), if English is not your native language and if you are not holding a degree from a university in an English speaking country: The results can be submitted after the deadline if necessary. Students who are applying with a degree in English/American Literature and Language are not required to present a TOEFL or equivalent test result.
- A descriptive **exposé**, i.e. synopsis, on the planned PhD project, which should be no longer than 15 pages in length (font size 12, 1.5 spaced, total of 6cm reserved for the margins). The exposé should demonstrate the quality and plausibility of the dissertation project within the stated time frame, as well as the ability of the candidate to achieve independent, scholarly work. The exposé should include the following:
 - ✓ A well-structured set of questions pertaining to the thesis, which illuminate the goals of the project
 - ✓ An overview of the current status quo of the candidate's research
 - ✓ A depicted desideratum of the research
 - ✓ A justification concerning the theoretical and methodical approach applied in the dissertation project
 - ✓ An overview of the targeted sources to be included in the project
 - ✓ A time schedule, including upcoming periods of research or time to be used in archival research

- ✓ Assurance that the exposé has been exclusively drawn from the given references and that all quotations included are properly cited. This especially applies to those sources found in the internet.
- A **letter of intent** from a professor, lecturer or instructor at the University of Heidelberg, declaring him or herself willing to advise the candidate's PhD project in the academic field of "American Studies."

Content may be subject to change.
Applicants will immediately be updated on any alterations.
If you have questions, please don't hesitate to contact us.