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**2023**

**China Scholarship Council – Utrecht University**

**- PhD information form –**

**1. Information on the programme**

Each year Utrecht University welcomes several Chinese candidates with a 4-year CSC scholarship. In general a PhD at Utrecht University takes 4 years. All qualified candidates in all disciplines with a Chinese nationality are eligible. Do note this also includes Chinese overseas students for example now studying in the Netherlands. At this point of time Utrecht University does not have an institutional contract with CSC, however Utrecht University does accept PhD students via the ‘personal channel’ route (for which no institutional contract is required).

Please note that the scholarship of € 1350,- per month is not sufficient to cover *all* your monthly costs in the Netherlands. Please also note that the scholarship is not enough to apply for a visa. Candidates need to bring along extra financial means. Even with sufficient additional funds, in the current heated housing market, it is challenging to find living accommodation in the city of Utrecht. Utrecht University therefore takes a cautious approach in accepting CSC applications and we have a strict selection policy.

This document contains information on the programme procedure. Attached to this document is an application format which should be used by the applicant to contact Utrecht University or by a prospective Utrecht University supervisor to contact a possible candidate. This application format will be a useful tool to prepare for the CSC application. The application format is not the official CSC application form but will help the candidate and prospective Utrecht University supervisor to exchange necessary information before the candidate applies to CSC. Please check the CSC website for the most recent guidelines. You can find this CSC-UU PhD programme 2023 information form on the Utrecht University website.

**Important Utrecht University partners in mainland China are:**

Fudan University, Nanjing University, Peking University, Tsinghua University, Wuhan University, Xiamen University and Zhejiang University

*According to CSC regulations students from Hong Kong are not eligible to apply.*

The selection of the CSC-UU PhD programme 2023 candidates is a multi-stage process resulting in a letter of acceptance by the prospective UU supervisor and eventually a scholarship by CSC. The letter of acceptance is required for the candidate to apply to CSC. If CSC also approves of the candidate (thus awarding him or her a 4-year scholarship), the student can enter the CSC-UU PhD programme 2023 in Utrecht.

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| **CSC application deadline 2023: 20 March – 1 April**  *Because it may take several weeks for Utrecht University to process an application you are advised to start your application in time and if necessary take an English language proficiency test as soon as possible. Please check with your prospective supervisor of the UU which language requirements apply at his/her Faculty and/or Graduate School.* |

**2. Programme procedure and regulations**

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| **1** | **Check if you are a possible candidate** Applicants who have Chinese nationality are eligible to apply to this programme.  For details on the CSC application procedure and requirements see the CSC website.  Note: Because Utrecht University does not have an institutional contract with CSC, not all home universities (in China) are prepared to write a letter of recommendation. It is important to check this before starting an application. |
| **2** | **Check if you meet the following conditions:** - Applicants need to hold a recognized relevant Master’s degree (or its equivalent) before they start their PhD in Utrecht. Preferably applicants have already started a PhD in China before they apply to this programme.  - Applicants who have been participating for at least one year in a combined Master’s and PhD programme in China and therefore do not have a Master’s degree are also eligible for the Programme. |
| **3** | **Check if your English language has the required level (please check the CSC website for the latest information)**  On average the standards below are required within Utrecht University, but please check *with your prospective supervisor of the UU which specific language requirements apply at his/her Faculty and/or Graduate School:*  •             IELTS, Academic Module. Minimum score: 6.5 overall band, at least 6 for writing.  •             TOEFL, iBT (ETS): Minimum score: 93. *Please note that proof of English proficiency should not be older than 2 years. Cambridge Certificates are not accepted.* |
| **4** | **Check whether there is a research group at Utrecht University in your discipline** To do so see the Utrecht University Graduate School websites at [www.uu.nl/university/education/EN/graduateschools/](http://www.uu.nl/university/education/EN/graduateschools/). If you can not find sufficient information there you can search on the general UU website [www.uu.nl/english](http://www.uu.nl/english), click ‘Faculties’ and select the faculty of your studies. Then click ‘research’ and look for institutes or research programmes in your field of expertise. |
| **5** | **Contact Utrecht University to find a UU professor who is willing to be your supervisor to obtain your PhD degree in Utrecht**  If you are an eligible candidate according to the above-mentioned criteria (questions 1 until 4) you should fill in the attached application format. Please check with the secretary of the Utrecht University Graduate School in your area of research how you can find a prospective supervisor:   * Graduate School of Geosciences * [Graduate School of Humanities](http://www2.hum.uu.nl/onderzoek/graduateschool.htm) * [Graduate School of Law, Economics and Governance](http://www.uu.nl/university/education/nl/graduateschools/laweconomicsandgovernance) * [Graduate School of Life Sciences](http://www.uu.nl/university/education/en/graduateschools/gsls/Pages/default.aspx) * [Graduate School of Natural Sciences](http://www.science.uu.nl/naturalsciences/) * [Graduate School of Social and Behavioural Sciences](http://www.uu.nl/faculty/socialsciences/nl/organisatie/graduateschool/Pages/default.aspx)   For information and contact details of the 6 Graduate Schools see:  [www.uu.nl/university/education/EN/graduateschools/](http://www.uu.nl/university/education/EN/graduateschools/). |
| **6** | **If the prospective UU supervisor is interested in your application** If the prospective UU supervisor is interested in the application you must send him or her   * A copy of your Bachelor’s ánd Master’s degree or proof of participation in a combined Masters–PhD programme + complete grade list; * Electronic copy (scan) of a signed letter of recommendation and approval of the suggested research in Utrecht by your home university (in China) supervisor or faculty dean. * Proof of English proficiency. |
| **7** | **Working on the research proposal** The following step is the research proposal. Together with the prospective UU PhD supervisor you should jointly finalize your PhD research proposal (the research to be done in Utrecht when granted the scholarship). |
| **8** | **The research proposal is definite** When the applicant and prospective UU supervisor agree on the application the prospective UU supervisor should arrange:   * Approval of his or her research director or head of department (each faculty has its own procedure); * Arrange for the department, faculty or graduate school to waive the tuition-, bench-, or research fee; * A standard letter of acceptance signed by the prospective UU supervisor and co-signed by the UU research director or head of the department.   The format of this standard letter of acceptance can be found on the Utrecht University website (search for “CSC”).    This letter should be printed on faculty/department/institute letterhead. |
| **9** | **Letter of acceptance**  The UU prospective supervisor will send the letter of acceptance to the applicant in hard copy and (as scan) via email. The UU prospective supervisor will also send this letter to the respective UU faculty dean, the secretary of the Graduate School and to the UU Academic Affairs Office, c/o Mr. Jeroen Frietman at [j.b.frietman@uu.nl](mailto:j.b.frietman@uu.nl) to inform them that a CSC PhD scholarship will be applied for. |
| **10** | **Submitting your application to CSC**  The applicant (not the UU prospective supervisor) will have to apply to CSC. Submit your complete application to CSC no later than 1 April 2023.  NB: without the abovementioned signed acceptance letter from the prospective Utrecht University supervisor CSC will not consider the application. This letter is the only document needed from Utrecht University to apply to CSC. |
| **11** | **CSC selection** In May/June 2023 CSC will select and notify the candidates to be awarded the scholarships to do research at Utrecht University within the 2023 CSC-UU PhD programme. Do note that Utrecht University accepts only candidates who have been nominated by a UU supervisor and are selected by CSC (through the award of a 4-year scholarship). |
| **11** | **Practical arrangements of the stay in Utrecht** All practical issues (such as visa, travel, accommodation, hospitality agreement, work space, research infrastructure, library card and a research budget to participate in conferences and such) relating to the stay of the selected CSC-UU PhD candidate are the joint responsibility of the PhD candidate, the UU supervisor and the UU faculty/department/institute/graduate school contact person (see application format under 2). Please ask your supervisor who is responsible for which of these arrangements. For information about visa, please contact the international office. |
| **12** | Contact information of each Graduate School:     |  |  |  | | --- | --- | --- | | **Graduate School** | **Research fields** | **Contact** | | Graduate School of Geosciences | e.g. Urban and Economic Geography, Water Science and Management. | [graduateschool.geo@uu.nl](mailto:graduateschool.geo@uu.nl) | | Graduate School of Humanities | e.g. History, Linguistics, Philosophy, Religious Studies, Literature, Musicology, Media, Art and Performance Studies | [GSHumanities@uu.nl](mailto:GSHumanities@uu.nl) | | Graduate School of Law, Economics and Goverance | e.g. Law, Economics, Public Administration and Organisational Science, Human Rights | Titia Kloos,  [l.e.kloos@uu.nl](mailto:l.e.kloos@uu.nl) | | Graduate School of Life Sciences | e.g. Epidemiology, Cardiovascular Research, Computational Life Sciences, Regenerative Medicine | [gs.lifesciences@uu.nl](mailto:gs.lifesciences@uu.nl) | | Graduate School of Natural Sciences | e.g. Theoretical Physics, Nanomaterials Science, Biodynamics and Biocomplexity, Information and Computing Sciences | [science.phd@uu.nl](mailto:science.phd@uu.nl) | | Graduate School of Social and Behavioral Sciences | e.g. Educational Sciences, Sociology, Migration, Ethnic Relations and Multiculturalism, Cultural Anthropology, Psychology | [PhDofficeSBS@uu.nl](mailto:PhDofficeSBS@uu.nl) | |

**3. Information on doing a PhD at Utrecht University**

1. **Two types of PhD’s**At Utrecht University there are two ways to obtain a PhD. Most common is to be employed by the university as a junior researcher (assistent in opleiding). These (paid) positions can be obtained by applying to a PhD candidate vacancy. For PhD vacancies see [www.uu.nl⁄vacancies](http://www.uu.nl/vacancies). The other way is to enrol in a PhD programme with your own funding such as a fellowship or grant like the CSC scholarship, provided you have proof of acceptance through the acceptance letter from Utrecht University. For more information about Utrecht University Graduate Schools see [www.uu.nl/university/education/en/graduateschools/](http://www.uu.nl/university/education/en/graduateschools/) and the UU PhD programmes see [www.uu.nl⁄phd](http://www.uu.nl/phd).
2. **Living expenses**Compared to China living expenses in The Netherlands are high. It is difficult to predict how much money you will need as this very much depends on your spending habits and your lifestyle. But even with a very economical living standard the CSC allowance of € 1350,- per month is not sufficient to cover all your expenses. We advise to bring along other financial means during your time in the Netherlands. Please note that especially housing is expensive and difficult to secure. Information on prices and availability of accommodation in and near Utrecht can be found at <http://www.uu.nl/en/organisation/international-staff-and-guests/housing>.
3. **Insurances**Make sure you have adequate insurance coverage, including health insurance (which is obliged), liability, fire and theft insurance. Useful information on these issues is available on the website of the Netherlands Education Support Office China or on the UU website [www.uu.nl/phd](http://www.uu.nl/phd).
4. **Tuition-, bench- or research fee**In principle the Utrecht University Graduate Schools will not charge the selected CSC PhD candidate a tuition-, bench-, or research fee for the entire PhD (please check with your school or faculty of choice). This means that (most of) the UU faculty, department or institute will fund and provide the supervision and infrastructure required for the research of the CSC PhD candidate. Individual Graduate Schools have the freedom however to decide autonomously to deviate from this policy.
5. **Formal Doctoral Degree Regulations**The UU Doctoral Degree Regulations apply to the entire PhD programme. The Regulations are published on: <https://www.uu.nl/en/organisation/phd-programmes/practical-matters/regulations-and-forms>

When the CSC PhD candidate successfully completes the PhD programme, he or she will receive the doctoral degree from Utrecht University.

1. **What to expect from CSC?**In May/June 2023 CSC will select the candidates and inform them and Utrecht University through an award letter stating the funding and duration of the scholarship. CSC will award a 4-year scholarship to each selected candidate covering the cost of a return airfare to the Netherlands by the most economical route, a visa application fee and a living allowance (including overseas student-health cover). This allowance of € 1350,- per month will be paid directly to the student via the Education Section of the Embassy of the People’s Republic of China in The Netherlands.
2. **Duration of the full procedure**  
   Mind that the full procedure might take at least 9 months from the first application at Utrecht University to getting awarded by CSC, arranging a visa and suitable housing, until arrival in The Netherlands.

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**2023**

**Application format CSC-UU PhD Programme**

*Please read all the instructions above before you fill in this form!*

**Basic information**

***- To be filled in by the prospective UU supervisor -***

**1. Information on prospective Utrecht University supervisor and mentor**

**1a. Supervisor:**

-Title(s), initial(s), first name, surname: Prof.

-Research group:

-Address for correspondence:

-Telephone:

-Fax:

-E-mail:

**1b. Co-supervisor**:

-Title(s), initial(s), first name, surname:

-Research group:

-Address for correspondence:

-Telephone:

-Fax:

-E-mail:

**1c. Mentor** (if applicable):

-Title(s), initial(s), first name, surname:

-Research group:

-Address for correspondence:

-Telephone:

-Fax:

-E-mail:

**2. Information on Utrecht University Faculty/Department/Institute/Graduate School contact person.** When the application is granted by both CSC and UU the contact person is responsible for the practical arrangements (i.e. assistance in obtaining a visa, finding accommodation, etc.) of the visit of the PhD candidate:

-Title(s), initial(s), first name, surname:

-Address for correspondence:

-Telephone:

-Fax:

-E-mail:

***- To be filled in by the applicant -***

**1. Information on the applicant**

-Title(s), initial(s), first name, surname:

-Male/female:

-Work address:

-Telephone:

-Mobile telephone:

-Fax:

-E-mail:

-Website:

-Private address:

-Telephone:

-Mobile telephone:

-Fax:

-E-mail:

-Website:

**2. Details of applicant’s home university**

*Note! A separate letter of recommendation by the supervisor or faculty dean of the home university is required.*

-Name of home university:

-address:

-Telephone:

-Mobile telephone:

-Fax:

-E-mail:

-Website:

**3. Applicant’s home university supervisor:**

-Title(s), initial(s), first name, surname: Prof.

-Address for correspondence:

-Telephone:

-Fax:

-E-mail:

**4. Research field**

**5. Title of research plan for CSC-UU PhD Programme**

**6.** **Short** **Summary of research plan (max. 50 words)**

# 7. Motivation for CSC-UU PhD application (max. 100 words)

**Applicant’s Curriculum Vitae**

**8. Personal details**

Applicant

-Title(s), initial(s), first name:

-Surname:

-Nationality:

-Date of birth:

-Country and place of birth:

**9. Bachelor's degree (if applicable)**

University/College of Higher Education:

Faculty/discipline:

City and country:

Date:

Grade average:

**10. Master's degree (if applicable)**

Note: Add a copy of your Master’s degree to your application

University:

Faculty/discipline:

City and country:

Date:

Grade average:

Title Master’s thesis (if applicable):

Grade for thesis:

**11a. Combined MA-PhD Programme (if applicable)**

Note: a separate letter of your home university stating your participation in this programme for at least one year is required.

University:

Faculty/discipline:

Start date:

Title of current MA-PhD research at home University:

Grade average:

**11b. PhD (if applicable)**

University:

Faculty/discipline:

Start date:

Title of current PhD research at home University:

## 12. Current work experience (if applicable)

Give your current function, period, fulltime or part time.

# 13. Previous relevant work experience (if applicable) Give per appointment: function, period, fulltime or part time.

# 14. International activities (if applicable)

List activities such as study visits abroad, international cooperation, etc.

**15. Other academic activities (if applicable)**

Include, for example, membership of boards, posts on committees or involvement in (the organisation of) conferences.

**16. Research scholarships and prizes (if applicable)**

This is the place to list any scholarships or prizes you have won.

17. Gaps (if applicable)

If your CV contains large gaps (in time) that you would like to explain, please do so here. Any period of prolonged leave, for example in connection with pregnancy or parental responsibilities, can also be mentioned here.

**Publications**

**18. List of publications (if applicable)**

Please mention manuscripts which have been submitted or accepted for publication or which have already been published. Give the author(s), date, title of the publication, journal or series, volume, pages, and (if applicable) publisher and place.

**Research**

**19. Brief description of research plan (max. 1000 words)**

(max. 1000 words excluding literature references), including 20 a, b and c.

**20a. Introduction and research question(s)**

**-** What do you want to investigate and why?

**20b. Method/Approach**

**-** How do you propose to carry out the research project?

**20c. Relevance for science, technology or society**

**–** What will be the relevance?

**21. Time schedule**

- Specify the duration and preferred schedule of your research at Utrecht University.

**Applications**

**22. Applications**

□I have not applied for any other fellowship, grant or position in 2022 or 2023

□ I have applied for another fellowship, grant or position in 2022 or 2023

Add specifics of this application and mention whether this application may interfere with your 2023 CSC-UU PhD Programme application:

**Statement**

**23. Statement**

**I hereby declare that the present form has been completed truthfully**

**Place:**

**Date:**

**Name and signature of applicant:**

Do note that this filled in application format should be sent by the applicant to the secretary of the Utrecht University Graduate School of your discipline.