

APPLICATION GUIDELINE

ECAR INTAKE 2012

Applicants should read the following information carefully before filling in the application form.

Only applications that are complete according to the requirements outlined in this document will be considered.

Economic Change in the Arab Region (ECAR)

Application information and requirements

Application deadline

Applications may be submitted until **31 March 2012**

Admission requirements

Applicants have to fulfil the following set of requirements:

1. **First degree:** The minimum academic qualification is a Bachelor's degree or equivalent.
2. **Major focus of first academic degree:** Applicants' first degree must have a clear focus on Economics. Applicants must have acquired a minimum of 72 credits within the framework of the European Credit Transfer System (ECTS) in economics-related modules during their university studies.

For more detailed information on the European Credit Transfer System please refer to the following website:

http://ec.europa.eu/education/lifelong-learning-policy/doc48_en.htm

3. **Work experience:** In case of similar academic achievements, preference will be given to students with at least 2 years of relevant work experience in the field of economics.
4. **English language requirements:** Students must be able to study courses in English effectively. We therefore require an English language certificate of at least B2 level in the Common European Framework of Reference for Languages (CEFR) or equivalent.

The minimum English language requirements for obtaining a scholarship are:

- TOEFL (paper-based) 550
- TOEFL (computer-based) 213
- TOEFL (internet-based) 80
- IELTS Band 6.0

Students who have undertaken their previous university studies in English are exempted from the above requirement, but have to produce evidence by their university that their course of study took place in English.

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Application documents

The following documents are to be submitted in **English language** only. Official documents, such as degree certificates, transcripts of records, etc, written in Arabic language must be translated into English.

1. Completed and signed application form.
2. Secondary school certificate proving the higher education entrance qualification.
3. Degree certificate and academic transcript of records.
4. Explanation of the grading system.
5. Proof of English proficiency of at least B2 in the common European framework of reference for languages. If an applicant's first language is English or her previous studies at the university level have been conducted wholly in English (written proof from the university is required) the applicant is exempted from providing an English language proficiency test.
6. Curriculum vitae in tabular form.
7. A letter of motivation outlining the applicant's suitability and reasons for embarking on the ECAR programme (maximum: 2 pages).
8. Proof of relevant work experience (if applicable).

Submission

The required documents are to be submitted in electronic form only via uni-assist. Uni-assist is an association supporting German Universities in the administrative coordination of applications.

At no point in time will uni-assist be involved in the selection of the students.

Detailed information on the submission process can be obtained through the following link:

<http://www.uni-marburg.de/fb02/ecar/application>

Applicants who have been granted admission to the ECAR programme will have to provide certified copies of documents 2 and 3. These are to be sent to uni-assist by post **following** notification of admission:

**Philipps-Universität Marburg
MASTERABTEILUNG
c/ o uni-assist e.V.
Helmholtzstraße 2-9
10587 Berlin
Germany**

Economic Change in the Arab Region (ECAR)

Further information on uni-assist can be found here:

<http://languages.uni-assist.de/english.html>

Only applications that are complete according to the above list will be considered!

Selection Process

The selection takes place on a competitive basis. Selected candidates will be interviewed by telephone before a final decision about their admission is made. Applicants can expect to be informed about whether their application has been successful by the beginning of May 2012.

Scholarships and self-financing

A limited number of scholarships by the German Academic Exchange Service (DAAD) covering living and travel expenses will be available for the programme intake 2012.

Scholarships can only be awarded to nationals of the following countries: Algeria, Egypt, Germany, Iraq, Jordan, Lebanon, Morocco, Palestine Territories, Syria, Tunisia and Yemen.

Admission to the ECAR programme is also possible without a scholarship on a self-financing basis.

No tuition fees are being charged for participation in the ECAR programme.

No nationality restrictions apply to the case of admission to the ECAR programme without a scholarship.