

Explanations on applying for free course participation for Course Type 3: Hybrid Teaching Course Particle Therapy (Oct./Nov. 2024) (www.dkfz.de/particle_course_en)

1. Application Conditions

Candidates who fulfill the following conditions can apply for free course participation for course option 3.

- The place of residence and nationality must belong to one of the DAC countries listed by the OECD in the current list on this website <https://www.oecd.org/en/topics/sub-issues/oda-eligibility-and-conditions/dac-list-of-oda-recipients.html> (or as PDF here: <https://hub.dkfz.de/s/SCNfXjzX2xKTT8>) as "Least Developed Countries", "Low Income Countries" or "Lower Middle Income Countries".
- The candidate must also be a permanent resident of the country.
- The candidate must either be studying at a university or working in the field of radiotherapy or medical physics.

If the candidates are selected for free course participation, the candidates can participate for free either online or on site. If the selected candidates decide to attend on site, all additional costs for accommodation and traveling has to be covered by the candidates themselves. These costs are not covered by DKFZ!

2. Application Documents

The following application documents must be uploaded in PDF format during the application process via the application portal (see course website) by **July 31st 2024**. Application documents provided as Word documents will not be accepted and will be rejected.

- Tabular CV in English as PDF, including the following information:
 - First name/s and last name/s
 - E-mail address
 - **Date** of birth
 - **Place** of birth
 - **Country** of birth
 - Street and house number
 - Postcode/ZIP Code
 - City
 - Country
 - Status: student or employee
- **Letter of motivation** in English as PDF, including signature (max. 1 DIN A4 page)
Please address your letter of motivation to the course leaders and explain your personal motivation for applying for a free course. Please also explain how the subject of the course relates to your academic and professional background as well as your future plans and why you would particularly benefit from the free course participation. Please also explain your current professional situation (e.g. whether you are still studying or already working).
- **Letter of recommendation** in English as a PDF (max. 1 DIN A4 page)
The letter of recommendation must be written in the official layout/design of the person's institute. In addition, the affiliation and contact details of the person writing the letter must be clearly indicated on the letter, as well as the signature (either manual or digital). In the letter of recommendation, your professor or supervisor, for example, should explain why you are particularly suitable for the free conference participation. A general letter of recommendation without any reference to the course type 3 will not be accepted.
- For **students**: Current certificate of enrollment as PDF (in German, English, French or Spanish)
- For **employees**: Degree certificate(s) as PDF in German, English, French or Spanish (Master's or Bachelor's certificate, plus PhD certificate if applicable)