Deutscher Akademischer Austauschdienst
German Academic Exchange Service

COSIMENA Funded Summer/Winter Schools

Guidelines for the Selection Process of Candidates

1 General Information

The COSIMENA Summer/Winter School is an annual event organised in cooperation with an Egyptian university. It brings together master's students and scholars from Germany and the MENA region who completed their master's degree no more than two to five years ago. An average of 25 participants are invited to the international classrooms of the partner university in Egypt, where they receive one to two weeks of training on the relevant topic.

The Summer/Winter School must allow students to deal with the chosen topic from different angles reflecting the young researchers' respective fields. Trainers should come from different scientific disciplines as well as countries, i.e. from German universities and universities in the region. Topics must be presented and discussed from a multilateral and multidisciplinary perspective and allow the participants to experience and familiarize themselves with different methodologies, policies and strategies. By bringing together participants from different countries and backgrounds, the event aims to build academic bridges and foster international exchange to support the research and academia of the participating countries.

2 Criteria for the Selection Process of Candidates

2.1 Description of the Selection Process

The selection process is divided into two parts: a) a formal and b) a qualitative evaluation.

2.1.1 Formal Evaluation

This means checking the completion and validity of the data and required documents provided by the applicants. Candidates who are regarded as eligible will proceed to the second stage of the selection process while the others will be declared ineligible.

2.1.2 Qualitative Evaluation

According to the peer-review model, at least two members do this part or a jury consisting of at least 3 members. This may include the following procedure:

- Checking the quality and relevance of the provided data and documents,
- Checking the scientific background,

- Checking the motivation of the candidates based on their motivation letter and CV,
- Checking extracurricular work and projects,
- Doing a personal interview and evaluating soft skills … etc.

The evaluation of the candidates at this stage must lead to a ranking, i.e. marks must be given which make it possible to differentiate between the candidates. The marking system can be chosen freely, but must be comprehensible.

In addition to the candidates selected for participation, a number of candidates should be placed on a waiting list (ideally 1/3 of the number of students selected). These candidates should also be ranked.

2.1.2.1 Criteria for the qualitative evaluation

Beside qualifications and motivation, here are some criteria to be considered during the selection process.

2.1.2.1.1 Academic Experience

The candidates should be master's students or junior professionals who finished their master's degree not longer than two to five years ago. PhD candidates are also eligible for the funding. Also, candidates with a doctoral degree can be considered if agreed upon by the scientific experts from the partner university/universities and the DAAD Regional Office Cairo. However, candidates with a doctoral degree should not be more than one or two.

The involved academic institutions, i.e. the Egyptian university and its partner(s), must develop a transparent set of criteria for the selection of participants and document the selection in a protocol that ranks the eligible candidates according to their quality and allows to understand why certain candidates are not accepted (due to their quality or a formal reasons).

2.1.2.1.2 Countries

Only candidates from Germany, the MENA region (including Turkey) and Sudan are eligible to participate in a COSIMENA-funded summer/winter school. Candidates from other countries and regions are not eligible for participation.

In this regard, all students enrolled at German universities or junior professionals working in Germany are considered as "from Germany" irrespective of their nationality.

The number of Egyptian candidates should be more than 50%. However, the ratio between Egyptian and foreign candidates should not exceed 2:1.

2.1.2.1.3 Gender & Inclusion

A balanced ratio between the different genders of candidates should be aimed at during the selection process and an inclusive approach in the selection of participants be applied.

2.2 Waiting List

As part of the selection process, it is recommended to prepare a waiting list (of approximately 1/3 of the number of chosen candidates) to allow for substitution in case participants withdraw their participation. This list should also be ranked.

2.3 Re-Invitation to COSIMENA Summer/Winter Schools

In the case of participation in previous COSIMENA Summer and Winter Schools, at least two full years should have elapsed before the next participation takes place.

If you are unsure how to proceed in certain cases, please contact the DAAD Office in Cairo.