

## **Selection process of DSPB fellows**

### *Principles*

One of the main objectives of the DSPB is to be an internationally visible and attractive educational platform for students at the University of Salzburg. To guarantee a constant influx of suitable candidates, a broad plenum of PIs has been assembled to form the Faculty of the DSPB. Within this pool of supervisors, PhD students can be recruited into the DSPB. All PI are committed to a standardized and transparent selection process to ensure an objective evaluation. First, an interview with the candidate will be performed by the PIs. Suitable candidates will then be invited to give a talk at a hearing. For each hearing the recruiting PI as well as a minimum of two Faculty members or representatives therefrom, who will form the Selection Committee; will give scores on the performance of the candidate. To objectify the application process and guarantee a transparent selection of the most suitable candidates, standardized scoring sheets will be used for evaluation both of the interview and of the hearing. Gender mainstreaming principles will be implemented in the selection process.

### *Application criteria*

The applicants have to fulfill the official criteria for admission at the University of Salzburg, as decided and implemented by the rectorate of the University of Salzburg. Within the given deadline applications have to be submitted containing:

- a CV including a part describing their competence and motivation for science, and a list of publications, talks or poster presentations at congresses
- Master certificates or other university grades
- a list of scientific experiences, methods, and technical skills
- at least one letter of recommendation by a previous supervisor, sent separately
- a synopsis of the master or diploma thesis

### *Criteria for selecting of applicants*

In general, these criteria are important as a basis for considering acceptance to the DSPB:

- academic excellence, based on the submitted certificates, duration of study, letters of recommendation and assessments of the interviews
- commitment to science, based on previous scientific experience and on the letters of recommendation and on the evaluation during the interviews
- communication skills as demonstrated by the oral presentation during the hearing
- social competence as described in the recommendation letters and as perceived during the interviews

- compatibility of the scientific interest, background and skills with the topic of the announced position

Numerical scores are used for ranking. There are two rankings, one based on an interview with the PI (scoring by the PI) and one based on a hearing where the candidate gives a presentation (scoring by all PI that attend the presentation)

Both scorings use 8 specific criteria, for each of which a score of 1-5 points can be given. The maximal score is thus 40 points. We are looking for students who reach a score of >29 points to be integrated into the DSPB program. The scoring sheets for the interview and for the hearing are available on the website.

### *Decision*

After the interview and hearing, a final decision about acceptance or rejection is made and is communicated via e-mail to the candidate within a week after the hearing.