



UNIVERSITÄT  
HEIDELBERG  
ZUKUNFT  
SEIT 1386

**HCA**  
Heidelberg Center  
for American Studies

## Ph.D. in American Studies

### Application requirements

*Please submit (in print except when stated otherwise):*

- completed application form
- one-page CV (*electronic version*)
- a letter of intent from a professor at Heidelberg University, stating his/her willingness to supervise the candidate's Ph.D. project. Please download form here:  
<https://www.hca.uni-heidelberg.de/phd/admissions.html>
- references by two of your previous academic or professional supervisors: references must be written on official paper (institutional letter head), signed and submitted in sealed envelopes. Please download forms here:  
<https://www.hca.uni-heidelberg.de/phd/admissions.html>
- transcripts of your high school leaving grades in the English original (or their translation into English and certified copy of the original) and a copy of your high school diploma in the English/German original (or its translation into English/German and certified copy of the original).
- copy of your B.A. and M.A. diploma in the English/German original (or its translation into English/German and certified copy of the original)
- transcripts of your university grades: if you have not completed your university degree, please provide transcripts of your previous classes in the English/German original (or their translation into English/German and certified copy of the original).
- one-page abstract of your B.A. and M.A. theses (in English; *electronic version*)
- writing sample of 4 to 10 pages in length: this can be an essay you wrote for your previous studies or on a topic of your choice. The sample should give us an idea of the standard of your skills in formulating and expressing your thoughts in English (in English; *electronic version*).
- test results of a Test of English as a Foreign Language (TOEFL, IELTS or equivalent) if English is not your native language and if you are not holding a degree from a university in an English-speaking country; results can be submitted after the deadline if necessary. Students who are applying with a degree in English/American Literature and Language are not required to present a TOEFL or equivalent test result.



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- descriptive exposé, i.e. synopsis, on the planned Ph.D. project, which should be no longer than 15 pages in length (font size 12, 1.5 spaced, total of 6cm reserved for the margins). The exposé should demonstrate the quality and plausibility of the dissertation project within the stated time frame, as well as the ability of the candidate to achieve independent scholarly work (*electronic version*).

The exposé should include the following:

- a well-structured set of questions pertaining to the thesis which illuminate the goals of the project
- an overview of the current status quo of the candidate's research
- a depicted desideratum of the research
- a justification concerning the theoretical and methodical approach(es) applied in the dissertation project
- an overview of the targeted sources to be included in the project
- a time schedule, including upcoming periods of research or time to be used in archival research
- a statement that the exposé has been drawn exclusively from the given references and that all quotations included are properly cited (this especially applies to Internet sources)

*Content may be subject to change.*

If you have any questions, please contact:  
Juhee Jeong at: [jjeong@hca.uni-heidelberg.de](mailto:jjeong@hca.uni-heidelberg.de)

*Please ensure that you have enclosed all required material. Send completed application to postal address below and electronic version (zip file or PDF file) to [jjeong@hca.uni-heidelberg.de](mailto:jjeong@hca.uni-heidelberg.de)*

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