

Necessary Documents:

For all applicants:

- Letter of Motivation
- Curriculum Vitae
- Authenticated scanned copies of certificates from secondary schools
- Authenticated scanned copies of university/college certificates in German, English or French translation
- Authenticated scanned copies of language certificates
- Confirmation by the employer (download form)
- Statement of kind of application (download form)
- Two letters of recommendation (download form); please make sure that your referees email their recommendations in due time
- Short, one-page profile of the organization where the candidate is working
- Summary of educational background (download form)
- Health certificate (download form)
- Statement willingness to work on weekends (download form)

For scholarship candidates:

- Statement why applying for a scholarship
- If 40 years or older: Letter, justifying the applicant's motives

For applicants without scholarship or set of modules:

- Financial plan or statement of external funding