

# How to apply to the IMPRS-HD via the online application system

**Dear Applicant,**

Thank you for your interest in IMPRS-HD.

With this PDF we would like to guide you through the online application process. Please read the instructions carefully so that you know what you need to prepare before starting your online application.

This is essential because the information you enter cannot be saved when you leave the webform before submission. Thus, you will not be able to pause the application process and continue it the next day.

Therefore, it's important to prepare all your texts in advance, and then simply copy and paste them into the online application form.

In our document below below, you will find screenshots of all the application steps along with our comments and tips.

## Screen 1

Information about the material you have to prepare, link for your referees to upload their reference letters and the application deadline.

**IMPRS-HD** International Max Planck Research School for Astronomy & Cosmic Physics at the University of Heidelberg

**Doctoral Fellowships in Astronomy and Astrophysics 2026**

**Application to the IMPRS-HD for 2026**  
Heidelberg, Germany

**Before you apply, please read this [PDF with instructions](#) carefully!**

The application form does not support saving progress, so you must complete it in one session.

Please, prepare the following material that you have to insert and upload during the application procedure.

**A. Texts to prepare**

1. Educational data
2. Description of support/difficulties on your path forward
3. Scholarships and Honours
4. Course Work
5. Motivation
6. Research Experience
7. Areas of Interest

**B. Documents to prepare**

Consolidate the following documents into up to 4 separate PDF files:

1. All degree **certificates** and **transcripts** (mandatory)
2. Your **MSc thesis** or a preliminary MSc abstract (if available)
3. Your **BSc thesis** or a preliminary abstract (if available)
4. Other documents that you want to share, e.g. a CV, major publications (optional)

**IMPORTANT!**  
Please ask your referees to upload their reference letters via this [LINK](#)

**Deadline**  
All application material incl. the reference letters is due by November 1, 2025 (23:59 PM CET).

**Apply now →**

## Screen 2

Information about the application processes to IMPRS and HGSFP as well as the guidance on how to properly complete the text fields.

 International Max Planck Research School for  
Astronomy & Cosmic Physics at the University of Heidelberg

## General Instructions

This is the application webpage for the IMPRS for Astronomy and Cosmic Physics, located in Heidelberg, Germany.

If you also want to apply to other IMPRS schools on astronomy, you have to apply separately, following the instructions on their webpages.

**For applicants, who also want to apply to the Graduate School of Physics of Heidelberg University, HGSFP:** The IMPRS-HD is an independent part of the HGSFP. The HGSFP application form is equivalent to this IMPRS-HD application form. However, the IMPRS-HD form asks for some additional specifically astronomy/astrophysics-related input, which we think is important for the evaluation of your application by the IMPRS. Thus, please, specify your interest in astronomical / astrophysical research in this form, as requested. All astronomy/astrophysics applications to HGSFP will be evaluated by the same IMPRS-HD evaluation committee.

The Max Planck Society strives for **gender equality and diversity**.

The Max Planck Society has set itself the goal of employing more severely disabled people. **Applications from severely disabled people are expressly encouraged.** If you have any questions on equal opportunities, please contact the Max Planck Equal Opportunities Officer (equality@mpia.de), or Ralf Launhardt (rl@mpia.de) on the subject of severe disability. Please, declare a disability in your application clearly, if you want to tell.

**Please carefully fill in this online application form, considering the following instructions:**

1. Do only use the **standard character set**, i.e. don't use e.g. ä,ö,ü,à,á,â, etc.
2. Fields marked with \* are **mandatory to complete**.
3. Try to be **as brief as possible** when entering your text.
4. Applicants are expected to have very good oral and written **English language skills**. However, we do not require any formal language test, as we will check English communication skills during the interview.
5. We expect applicants to write their application themselves and only use **AI in support**. If AI was used, please declare when and how it was used (in final Section "Additional information").

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## Screen 3

Here you can enter your personal data.

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### Personal Data

Last (family) name*	First (given) name*
<input type="text"/>	<input type="text"/>
Nationality/Citizenship*	City of residence*
<input type="text" value="Please select"/>	<input type="text"/>
Birthday*	Gender
<input type="text" value="Please select"/>	<input type="text" value="Please choose"/>
<input type="text" value="Email address*"/>	
<input type="text" value="Verify email address*"/>	

## Screen 4

We strongly recommend to prepare and finalize your texts in advance as ASCII files, so that you can easily copy and paste it into the text fields. Here is an example for educational data:

High School: New High School, NHS (2016); BSc and MSc of Science, Certain Institute of Science (CIoS), BS-MS Dual Degree (Majored in Physical Science), 2018-2023 (CGPA - 8.68)

Please pay attention to the specified limit of 20 lines.

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## Education Data

Give a **brief record of your education** starting with your high school, state college, university etc., with dates and field of study. Also describe **your employment history**, if applicable, e.g. if you had worked on jobs outside science after or during your studies.\*

Do not exceed a box size of 20 lines.

Please enter brief record of your education here

**Briefly describe the support** (family acquaintance, institutional) as well as sources of difficulties (personal, structural/social, ...) you have encountered, and how you dealt with it on your path towards this application. Please mention in particular if you experience severe disabilities (you may contact the MPIA's disabled employees' representative Ralf Launhardt, launhardt@mpia.de, in case of questions).

**Answers to this field are absolutely optional.**

Do not exceed a box size of 20 lines.

Describe support here (optional)

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## Screen 5

This screen contains questions regarding your university education, which you may want to prepare in advance as text, along with the exact names and dates of your degrees.

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## University Degrees

State the type of your studies and university degree(s).

If you have more than two degrees, only enter the degrees that are most relevant to this application.

If you only have one degree, leave the second part blank.

### Studies for First Degree

First degree*	Other	
<input type="text" value="Please select"/>	<input type="text" value="Please specify"/>	
Subject of study (e.g. physics)*		
<input type="text"/>		
University / College*	City*	Country*
<input type="text"/>	<input type="text"/>	<input type="text" value="Please select"/>
Period of study*	Date of degree (if applicable)	Grade of degree (if applicable)
<input type="text" value="(e.g. 2005-2009)"/>	<input type="text" value="Please select"/>	<input type="text"/>
Thesis supervisor (if applicable)	Thesis title/topic (in short) (if applicable)	
<input type="text"/>	<input type="text"/>	

## Studies for Second Degree

Studies for second degree

Please select

Other

Please specify

Subject of study (e.g. physics)

University / College

City

Country

Please select

Period of study (from-to)

(e.g. 2005-2009)

Date of degree (if applicable)



Please select

Grade of degree (if applicable)

Thesis supervisor (if applicable)

Thesis title/topic (in short) (if applicable)

## Scholarships and Honours

In the case you had **personal scholarships, honours, or awards** that might be relevant for this application, please list them including dates and a brief description.

Do not exceed a box size of 15 lines.

Please enter your text here

## Course Work

**Briefly list the core courses in physics** you have taken (with credits and marks). If textbooks were used in the courses, please indicate. Heidelberg University expects a deep and broad study of physics for doctoral students in astrophysics and astronomy.\*

Do not care about the layout at this point.

Add information about the grading system (e.g. a link, or the information to your transcript upload).

Do not exceed a box size of 15 lines.

Please enter your text here

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## Screen 6

This step may be considered as the most essential for your application. Please prepare your answers carefully in advance and pay attention to the line limit.

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# Motivation for IMPRS Research Experience Scientific Interests

**Motivation:**

Tell us briefly what motivated you to apply for this doctoral program in astronomy/astrophysics, and what you hope to get out of it. Summarize what scientific topics or research approaches (e.g. theory, data modelling, instrumentation, etc.) you find most interesting. Indicate what areas of research you would most like to work in. If there are particular reasons for applying to the IMPRS program in Heidelberg, please tell them briefly. This part may include your possibly early interest in the field, but should move beyond.\*

Do not exceed a box size of 30 lines.

A|

**Research Experience:**

Describe your research experience in detail. Indicate the aims and methods of your past research, the practical content (internships, thesis, etc.), and your personal contribution to research results. State the period of time you were involved. List publications if any. Mention your experience with common "research tools", such as coding / numerical tools / data analysis / data reduction / instruments / etc. (if applicable). This section is typically most essential to potential supervisors for their selection of candidates.\*

Do not exceed a box size of 45 lines.

Please enter your text here

**Areas of Interest for your Graduate Research:**

Provide a priority list of up to three possible research fields for your PhD.

You may either give a more general statement, for example "numerical simulations", or "spectroscopy", or "observational projects", or "instrumentation".

That might put you on the shortlist of a number of potential supervisors. Or you can be quite specific, for example "rotation of low mass stars", or "emission lines of AGN". That might put you on the shortlist of only few potential supervisors, but shows that you have specific experience.

If you are open to multiple research fields, it may be useful to specify several topics. Being completely open may indicate a lack of qualification, or a lack of preparation. By being too specific, you may fall the attention of other supervisors. All projects we offer are interesting!

Do not exceed 2 lines for each topic.

Interest 1\*:

Interest 2:

Interest 3:

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## Screen 7

Here you need to provide information about your referees. Please omit any titles and only tell names. Reference letters must be uploaded via a separate website — please tell your referees the link we provide.

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## Referees

Indicate the names and email addresses of your referees\* (two referees are mandatory).  
Please omit titles (such as Prof., Dr., etc.).

**IMPORTANT: YOU NEED to ask your referees to upload their letters before the given application deadline via this [LINK](#)**

**Do not forget!**

### Mandatory Referees

	Last name	First name	Email address
Referee 1*:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Referee 2*:	<input type="text"/>	<input type="text"/>	<input type="text"/>

### Optional Referee

	Last name	First name	Email address
Referee 3:	<input type="text"/>	<input type="text"/>	<input type="text"/>

## Screen 8

Please consider whether there is any additional important information you would like to share that has not yet been mentioned before.

You may also indicate your availability concerning a starting date of your PhD project.

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## Additional Information

Enter here any information that you would like to share and that can not be listed elsewhere.  
Do not exceed 20 lines.

Enter text here

## Starting Date

The default starting date of the school program will be **September 2026**.

Are there reasons which may prevent you from starting at that date? \*

Depending on the funding situation, you may start earlier with your research project.

Please select

If yes, give details:

## Screen 9

This is the upload section. Please make sure to follow the requirements for the files to be uploaded.

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## Upload your Documents

Consolidate the following documents into up to 4 separate PDF files:

1. All degree certificates and transcripts (mandatory)
2. Your MSc thesis or a preliminary MSc abstract (if applicable)
3. Your BSc thesis or a preliminary abstract (if applicable)
4. Other documents that you want to share e.g. a CV, major publications (optional)

**UPLOAD below:**

**Certificates and Transcripts (mandatory)**  
PDF format only, 1 file, max. 10MB

**MSc Thesis or Abstract (if applicable)**  
PDF format only, 1 file, max. 10MB

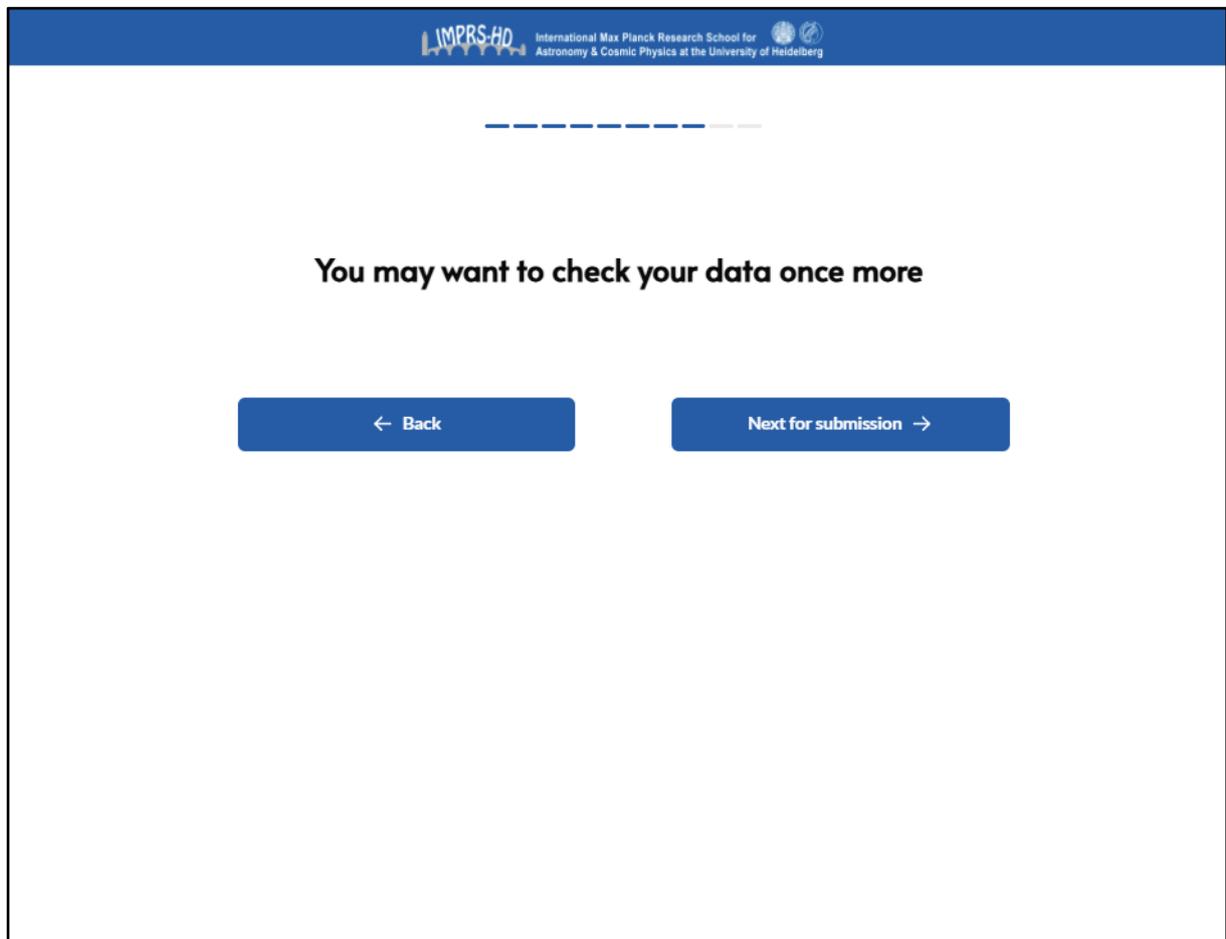
**BSc Thesis or Abstract (if applicable)**  
PDF format only, 1 file, max. 10MB

**Other Documents (optional)**  
PDF format only, 1 file, max. 10MB

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## Screen 10

You have almost finished filling out your application information. Now you can review the details you entered. You can use the 'Back' and 'Next' buttons to navigate.



## Screen 11

Before submitting, you can use the 'Data Protection Statement' button to access the full text of the statement. From there, you can return to this screen, agree to the statement by ticking the checkbox, and submit your application.

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## Submission

Agree to the terms and conditions and submit your application below.\*

By submitting this application, I am certifying the complete accuracy of all information stated herein.  
I consent to the storage of my personal data for application and admission purposes.

**Please note that you cannot change your data once it has been submitted!**

By submitting the application form the applicant allows IMPRS-HD to distribute their application material to all potential supervisors in astronomy/astrophysics in Heidelberg.

I agree with the Data Protection Statement [→ Data Protection Statement](#)

[Submit >](#)

## Screen 12

From there, you can return to the previews screen, agree to the statement by ticking the checkbox, and submit your application.

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### Data Protection Statement

The Max-Planck-Gesellschaft zur Förderung der Wissenschaften e.V. (MPG) takes the protection of your personal data very seriously. Here we provide you with information concerning the main aspects of data processing in the context of our application and recruitment procedures.

**1. Contact details of the data controller**  
The controller as defined by the EU General Data Protection Regulation (GDPR) and other provisions under data protection law is:  
Max-Planck-Gesellschaft zur Förderung der Wissenschaften e.V. (MPG)  
Hofgartenstraße 8, 80539 Munich, Phone: +49 89 2108 -0 www.mpg.de

**2. Contact details of the Data Protection Officer**  
The Data Protection Officer of the controller is Heidi Schuster, Hofgartenstraße 8, D-80539 Munich, telephone: +49 (89) 2108-1554, email address: datenschutz@mpg.de

**3. Purpose and legal basis of data processing**  
The personal data entered by you in our application system is saved and processed solely for the application and recruitment processes of the Max Planck Institute of Astronomy.  
Mandatory fields are required for the application process. If you do not provide these details, you cannot take part in the application process. The legal basis for processing is Article 6, para. 1, lit b GDPR (contractual basis) and § 26 Federal Data Protection Act 2018 (data processing as the basis for establishing an employment contract).  
Fields not marked with an \* are fields which you can complete voluntarily. By completing the voluntary fields, you give us your permission to store and process this data exclusively for the purpose of the application and recruitment process. The legal basis for processing in these instances is Article 6, para. 1, lit. a GDPR (consent of the data subject).

**4. Data recipients and categories of data recipients**  
Processing of your personal details is carried out by way of order processing via heyflow.com. The Max-Planck-Gesellschaft as the responsible body only has access to your data insofar as this is necessary for the application and recruitment process in line with the internal allocation of responsibilities. Personnel management staff have access to the data. They transfer the data to the selection committee assembled for the respective application procedure, as well as to the Gender Equality Officer and the Works Council. The selection committee may also include external experts with whom the data is then shared. The data is not shared with any other third parties.

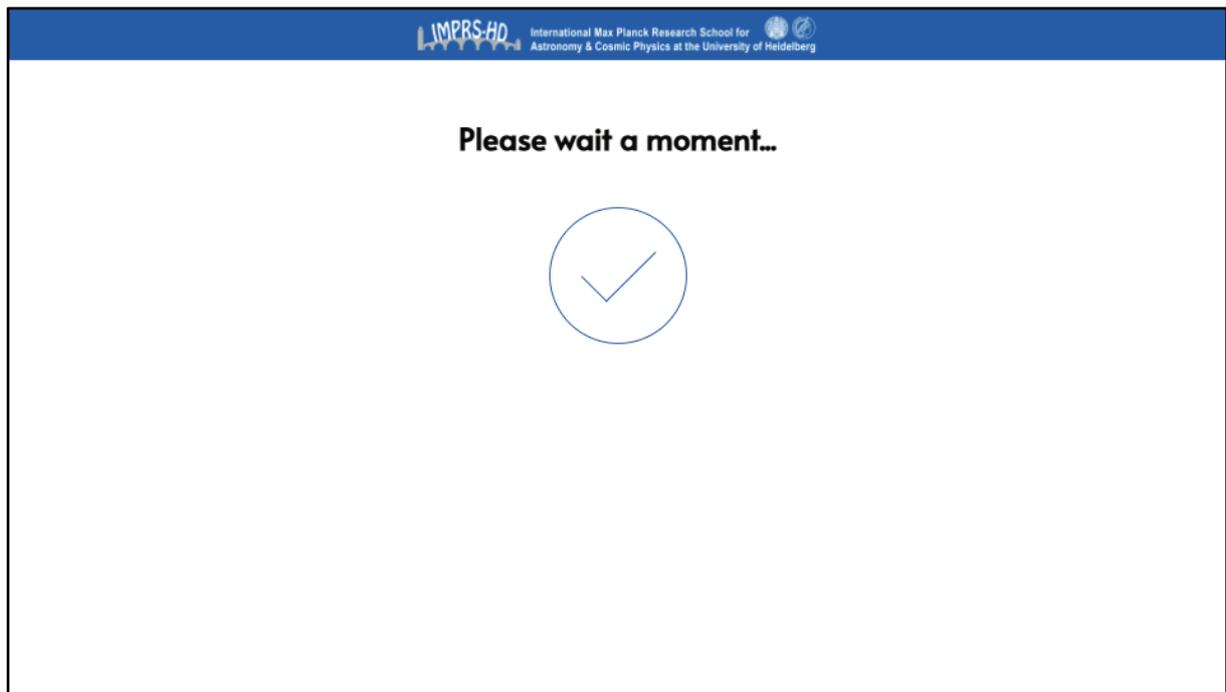
**5. Duration of storage**  
Your data will be stored until the end of the recruitment process or, in the case of a speculative application, until the end of the exploratory process or the appointment process, as the case may be. We only save your data for longer if you have given us your consent to do so.

**6. Your rights**  
If you wish to have your data deleted before the end of the recruitment process, please write an email to [career@mpia.de](mailto:career@mpia.de)  
You are fundamentally entitled to the rights of access (Article 15 GDPR), rectification (Article 16 GDPR), erasure (Article 17, para. 1 GDPR), restriction of processing (Article 18 GDPR), data portability (Article 20 GDPR) and withdrawal of consent (Article 7, para. 3 GDPR).  
In order to assert your rights, please contact  
Max Planck Institute of Astronomy  
Königstuhl 17  
D-69117 Heidelberg  
If you believe that processing of your personal data is in breach of data protection law or your claims under data protection law are being violated in any other way, please contact the Max-Planck-Gesellschaft Data Protection Officer at [datenschutz@mpg.de](mailto:datenschutz@mpg.de). The supervisory authority responsible for the Max-Planck-Gesellschaft is BayLDA (Bavarian Data Protection Authority), Postfach 606, 91511 Ansbach.

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## Screen 13

You are almost finished with your application. A confirmation will appear on the next screen.



## Screen 14

Your application has been submitted. You will also receive a confirmation email. Please do not forget to tell your referees to upload their reference letters using the provided link.

If you have any questions after receiving the confirmation email, feel free to contact us at [imprs-hd-application@mpia.de](mailto:imprs-hd-application@mpia.de).



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**Thank you, @firstname @lastname!**  
**We have received your application.**  
**A confirmation was sent to @emailaddress!**

Note: It may take a couple of minutes, please also check your spam folder.

**IMPORTANT!**  
Please do not forget to ask your referees to upload their reference letters via this [LINK](#)

**Deadline**

All application material incl. reference letters is due by November 1, 2025 (23:59 PM CET).

First interview invitations and rejections will be sent out before Christmas 2025.  
Learn more about the application process at: <https://www.imprs-hd.mpg.de/3344/Evaluation>

In case of questions, please contact [imprs-hd-application@mpia.de](mailto:imprs-hd-application@mpia.de)