
Guidelines for the CV and scientific track record of applicants

Sinergia programme

January 2016

1. CV of each applicant

The CV is used in the evaluation process to **assess the eligibility and scientific qualifications of each applicant, as well as his/her ability to conduct a complex research project.**

All of the relevant information should be included. Therefore, each applicant's CV should include the following information, if applicable:

1. Current position(s)
2. Education
3. Professional and academic experience
4. Research projects as leading investigator
5. Supervised PhD theses, important contributions to the career of scientists
6. Prizes, fellowships, distinguished memberships
7. Governing activities
8. Organization of conferences
9. Outreach (e.g., technology and knowledge transfer activities)
10. Research career breaks

Each CV should **not exceed three DIN A4 pages** and be written in the language of the research plan. In case a CV exceeds the permitted length, points 4 to 9 can be limited to the most recent and/or relevant items with regard to the present proposal.

2. Publication list of each applicant

The list of publications is used in the evaluation process to **assess the scientific expertise of the applicants** with regard to the proposed project, **their ability to conduct a complex research project and the complementarity of the expertise of each applicant.**

The publication list is **limited to the last five years** so that younger researchers are not at a disadvantage. It should be structured as follows:

- Publications in international peer-reviewed scientific journals
- Monographs
- Contributions to books
- Review articles
- Peer-reviewed conference proceedings
- Patents
- Invited contributions to international conferences
- Other publications (maps, documents, software, databases, arXiv-articles, etc.)

The sub-categories “published” and “in press” are permissible in all of the above categories, if applicable. Articles connected to the research project must be clearly highlighted as such. At the beginning of the list, include a **link to a website containing your comprehensive publication list**.

3. Major scientific achievements of each applicant

The list of major scientific achievements is used in the evaluation process to **assess the ability of the applicants to successfully conduct breakthrough research**.

List up to **three major scientific achievements** in the career of each applicant and briefly describe the individual applicant’s specific contribution and the impact of his/her work. Each list should not exceed **one DIN A4 page**.