



## Grants for Proofreading Services

This grant aims to support the visibility of the research achievements of doctoral candidates and postdocs of TU Dresden. For this purpose the Graduate Academy of TU Dresden grants allowances for proofreading services (German or English) for foreign-language publications.

### Eligibility

Eligible are:

- Doctoral candidates and postdocs of TU Dresden of all faculties.

**Note:** Membership in the Graduate Academy of TU Dresden is a mandatory eligibility criteria. Should you not already be a member of the Graduate Academy, please hand in our complete membership application including all necessary documents two weeks prior to the application for Proofreading Service at the Graduate Academy.

Further information on GA membership is available at: [www.tu-dresden.de/ga](http://www.tu-dresden.de/ga)

### Application & Deadline

Applications can be submitted at **any time** electronically only as **one digital PDF** with the subject "Proofreading Service" at Graduate Academy via e-mail at [graduierakademie@tu-dresden.de](mailto:graduierakademie@tu-dresden.de).

**Note:** Allowances can only be requested **before the actual utilization** of the proofreading service. Grants for the use of a proofreading service can only be awarded to private individuals.

## Extent of funding

The **allowance for proofreading services amounts to max. EUR 200.00**. Basis for the billings is the specification of the Federal Association of Interpreters and Translators (EUR 1,35 + sales tax per standard page; 1 standard page = 30 standard lines).

As a general rule, publications that are related to orders of third parties or are simultaneously financed by third parties are excluded from funding. The applicant is obliged to inform the Graduate Academy of other funding applications submitted and/or approved or rejected by third parties (e.g. faculty, foundations).

### Grants for Doctoral Candidates:

The planned publication has to have a comprehensible relevance for the doctorate and/or scientific career. If the proofreading service is for joint publications, the applicant has to be first author. Doctoral candidates can be funded with a maximum of one grant per year for the use of a proofreading service.

The following types of publications, related to the doctorate, can be submitted:

- special chapters of the dissertation (release version to be submitted to a publishing house)
- article (full paper)
- extended abstracts
- exposés
- essays
- reviews in journals
- articles in compilations
- conference papers
- publications in connection with exhibits

### Grants for Postdocs:

For postdocs, the use of proofreading services for their own third-party funding applications is subsidised if the language of the application is not their native language.

**Note:** *The approved means will be reimbursed after the complete submission of the original bills/receipts and an account statement of the paid invoice of the Proofreading Service. The original invoice must be submitted to the Graduate Academy within 4 month after a positive funding decision. A proof of submission of the publication as well as a brief statement about the acceptance or rejection of the publication has to be handed in later, if this information has not be given at the time of the accounting.*

## Application documents

### Checklist for a complete application:

- Application form\*
- Tabular resume (CV) incl. list of publications
- Scientific text for which the use of a proofreading service is requested

*\* Document as download available online on the GA program website.*

## Awarding procedure

The Director of the Graduate Academy will decide on the incoming applications within four to six weeks.

### Awarding criteria:

- Importance of the publication for the doctorate / academic career
- Reputation of the journal, book series, conference, exhibition etc.
- Necessity of proofreading
- Previous funding of the applicant for the use of proofreading services (plurality demand)

A fundamental legal right to claim an allowance for proofreading services does not exist.

## Contact

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*Get your questions answered!*

*Arrange an individual consultation appointment at [graduierakademie@tu-dresden.de](mailto:graduierakademie@tu-dresden.de).*

*We look forward to receiving your consultation request and application!*