

## Research Grants for Doctoral Candidates and Young Academics and Scientists

### Objective

- ≡ Research grants provide young foreign academics and scientists with an opportunity to carry out a research project or a course of continuing education and training at a German state (public) or state-recognised higher education institution or non-university research institute. The prime goal is the funding of the doctoral dissertation. Specifically, this scholarship serves the following purposes:
- ≡ research projects at a German higher education institution for the purpose of gaining a doctorate in the country of origin (this includes the doctoral programmes offered for developing and transformation countries under the "DAAD Sandwich Model" - see Information Leaflet, which is also available on the Internet [www.daad.de/extrainfo](http://www.daad.de/extrainfo));
- ≡ research projects at a German university for the purpose of gaining a doctorate in Germany; for projects of these kinds, we would particularly refer to the structured doctoral study programmes, such as Research Training Groups or Doctoral Research Groups, International Postgraduate Programmes, Graduate Schools, Max Planck Research Schools, etc. Please go to the following website for further information: [www.daad.de/ipp](http://www.daad.de/ipp);
- ≡ research projects or continuing education and training, but without aiming for a formal degree/qualification.

Postdocs can also refer to the funding opportunities offered by the Alexander von Humboldt-Foundation.

### Duration

- ≡ The length of the grant is set by the grant committee at the selection session. Depending on the project in question and on the applicant's work schedule, grants can be paid generally for between one and ten months, in the case of full doctoral programmes in Germany for up to three years, and in exceptions for up to a maximum of four years.
- ≡ Support can only be provided for the completion of a full doctoral programme in Germany when special support policy reasons exist. Such reasons include, for example, the lack of comparable research or academic supervision opportunities in the country of origin or when the doctoral topic requires several years of research in Germany.
- ≡ Support for full doctoral programmes in Germany is based on a programme length of three years; if foreign graduates first have to qualify for admission to a doctoral programme, then grants can be awarded for a period of four years. Even when support has been awarded for a full doctoral programme, that award will initially be limited to a maximum of one year. Extensions then depend on whether or not the evaluation finds the previous award period to have been successfully completed.

### Value

- ≡ Depending on the award holder's academic level, the DAAD will pay a monthly award of 750 euros (graduates holding a first degree) or 1,000 euros (doctoral candidates). As a rule, the scholarship additionally includes certain payments towards health insurance cover in Germany. Furthermore, the DAAD generally will pay an appropriate flat-rate travel allowance, unless these costs are covered by the home country or by another funding source.
- ≡ Award holders completing a stay of more than six months receive a study and research allowance plus, where appropriate, a rent subsidy and family allowance. Funding for attendance of a language course is decided on a case-by-case basis (cf. Requirements).
- ≡ When award holders take doctoral programmes run under the "DAAD Sandwich Model", then the award may include the travel expenses of an academic supervisor - as long as this was already applied for in the first application.

### Requirements

- ≡ Applications for DAAD research grants are open to excellently-qualified university graduates who hold a Diplom or Master's degree at the time they commence the grant-supported research and, in exceptional cases, graduates holding a Bachelor's degree or already holding a doctorate/PhD (postdocs).

## DAAD

- ≡ It is required that doctoral candidates wishing to take a doctorate/PhD in their home country will already have been admitted to an appropriate course at their home university.
- ≡ The application papers must generally include written confirmation of academic supervision by a professor in Germany and expressly refer to the applicant's project, thereby confirming that the host institute will provide a workplace. If the applicant is planning to complete a doctorate at the German host university, the letter of confirmation must come from the academic supervisor (Doktorvater/Doktormutter) for the applicant's doctoral programme/thesis.
- ≡ Applicants who intend to gain their doctorate within the scope of a structured doctoral study programme are required to present a letter of admission from their study programme or at least proof that they are being considered for admission.
- ≡ Besides previous study achievements, the most important selection criterion is a convincing and well-planned research or continuing education and training project to be completed during the stay in Germany and which has been coordinated and agreed with an academic supervisor at the chosen German host institute.
- ≡ German language skills are generally required, although the required level also depends on the applicant's project and topic, as well as on the available opportunities for learning German in the applicant's home country. In the natural sciences and in engineering disciplines, in particular, and when English is spoken at the host institute, proof of good English language skills may also be accepted. The DAAD decides on a case-by-case basis whether the applicant can attend a German language course before beginning the research grant (free of charge for the award holder). This option is only available for research grants lasting more than six months. Besides, the internet-based language course "Deutsch-Uni Online (DUO)" is recommended to help improve the German language skills. For scholarship holders with funding to run for more than six months, the DAAD will pay the course fees for six months as from their receipt of the Scholarship Award Letter. Furthermore, scholarship holders with funding to run for more than six months can apply to the DAAD for a subsidy towards a personally chosen German course. Further information will be included with the Scholarship Award Letter. The country-specific information on the DAAD homepage will tell you which language skills are required from applicants from your home country.
- ≡ At the time of application, generally no more than six years should have passed since gaining the last degree; in the case of doctoral students, no more than three years should have passed since starting the doctoral process; and in the case of postdocs, no more than two years should have passed since gaining the doctorate. In the case of postdocs who are applying for a short stay (of up to six months), no more than four years should have passed since gaining the doctorate. Depending on the country of origin of applicants, for example, special conditions prevailing in the home country education system, etc., exceptions are possible. The country-specific information on the DAAD homepage will provide you with more detailed information.
- ≡ Applicants, who have been resident in Germany for longer than 15 months at the time of application, cannot be considered.
- ≡ Special note for medical students: The special leaflet "Additional information on DAAD-research-grants for applicants from medical fields" provides information on specific requirements (also available on the Internet [www.daad.de/extrainfo](http://www.daad.de/extrainfo)).

### Application papers

- ≡ The application documents are available online for electronic applications. To access the application documents, in the first step please select the desired programme in the scholarship database ([www.funding-guide.de](http://www.funding-guide.de)). From there, you will be directed to the electronic application and necessary documents.
- ≡ The DAAD will not consider incomplete applications.

### Country-specific information, dates and deadlines, application address and advice

- ≡ The DAAD website [www.daad.de/stipendien](http://www.daad.de/stipendien) provides further specific information for applicants from your home country. This information includes the language skills which applicants from your country of origin must meet, as well as information on the exact deadlines for the submission of the application papers and on where applications should be sent.
- ≡ Applications must not be sent direct to DAAD head office in Bonn.
- ≡ The above-mentioned website will also provide the addresses of institutions which you can contact in your home country for further information and advice.

## Information Leaflet: Research Grants for Doctoral Candidates within the "Sandwich Model"

### Objective

Whereas conventional scholarships for doctorate or PhD studies assume that a scholarship holder will stay at a German institution of higher education, for several consecutive years, the "Sandwich Scheme" described hereafter is a flexible multi phase funding programme. Within the Sandwich Scheme, PhD students carry out their research and studies alternately in their home country and in Germany, following a schedule set in advance and under continuous supervision by a German academic. The doctorate is obtained at the homeland university.

### Purpose

Within the academic funding schemes of numerous development countries, training and further education of future and young university teachers is given special priority. Besides specialisation and increasing previously gained knowledge, students very often strive for a PhD or doctorate degree as frequently required according to the regulations ruling university careers in their home country. Even in cases where PhD studies would be possible in the student's home country, a doctorate degree from an industrial nation is often preferred for reasons of prestige. PhD studies abroad, however, carry with them risks: of alienation connected with very long study courses, loss of originally reserved lecturing posts at the home university, of research geared too much to the developed country and its needs, and finally the risk of temptation to settle in the host country.

In an effort to minimize these risks, the DAAD has developed the scheme of cooperative PhD funding (Sandwich-Scholarships, Becas Integradas) for nationals of developing countries whose universities offer doctorates.

### Procedure

This means the procedure can be as follows:

- the German university lecturer/professor travels to the homeland of the future doctoral candidate to draw up a joint protocol signed by both the local and the German supervisor, which details the dissertation subject, the planned work measures, and their duration
- preparatory studies and research for the PhD thesis in the home country (data collection and field research) without DAAD funding (special guidelines and procedures apply to some African countries)
- studies and research at a German institution of higher education (1 - maximum 2 years)
- if necessary, visit by the foreign academic supervisor and co advisor at the German institution (progress control, consolidation of institutional contacts)
- completion of the thesis in the home country (without DAAD funding)
- visit of the German supervisor to the home country of the PhD student (last corrections and participation at the viva as external examiner)

The main characteristic of this Sandwich Scheme is the individually tailor-made PhD programme schedule set with the greatest flexibility possible regarding the beginning and duration of each individual funding phase.

Eligibility, application forms and documents for this programme are the same as for research grants for doctoral candidates and young academics and scientists. The extensive and detailed research proposal must be accompanied by a work- and time schedule agreed upon by the academic advisors, both in the home country and in Germany.

## Additional Information on DAAD Research Grants for applicants from medical fields

Under its "Research Grants" programme (including research grants awarded in accordance with the so-called "Sandwich Model") the DAAD funds study and research stays completed in Germany by young foreign scientists (including from fields such as Human Medicine, Dental Medicine, Veterinary Medicine).

### Types of funding for applicants from medical fields:

a) The following projects are funded in the form of **non-extendable research grants scheduled to run for up to one year:**

- **Continuing clinical training** (e.g. as part of the specialist medical training being completed in the home country)
- **Research projects**
- **Stays to collect material for a dissertation/doctoral thesis to be written in the home country or for a publication**

The DAAD does not fund complete medical specialisation courses lasting several years in Germany.

b) **Extendable research grants** are awarded only for purely **natural sciences based doctoral programmes or studies** in Germany (e.g. leading to Dr. rer. nat. or Dr. rer. medic. degrees). The total funding term is three years, and in exceptions four years.

By contrast, it is not possible to provide funding for the purpose of producing a medical dissertation/doctoral thesis (Dr. med., Dr. med. vet., or Dr. med. dent.).

Grant holders who practise medicine in Germany (whereby a training section completed as part of the medical specialist training is also considered in Germany to constitute the practice of medicine) or who have contact with patients require a "Permit for the Temporary Practice of Medicine" (**Erlaubnis zur vorübergehenden Ausübung des ärztlichen Berufs**) issued by the Regional Government Office in the federal state in which their host university is located. This means that applicants whose project involves them working with patients not only have to meet the general application requirements for the Research Grants Programme as such, but must in general additionally meet the following requirements:

- Applicants must have completed at least 7 years of medical training with a university degree. (Doctors from developing countries must additionally be able to present proof of at least three years of professional practice following completion of their medical training)
- They must also hold an unconditional licence to practise medicine in their home country

The DAAD will send further information and, where necessary, relevant forms in good time to all those grant holders who require permission to practise medicine.

Grant holders whose **research grant is scheduled to run for up to six months** must, if they require a licence to practise medicine, already themselves send their application to Germany while they are still in their home country. Please note that the award only comes into effect, which means that the grant can only be taken, once the holder has received permission to practise medicine.

Grant holders whose **grant is scheduled to run for more than six months** must submit the application for a "Permit for the Temporary Practice of Medicine" (**Erlaubnis zur vorübergehenden Ausübung des ärztlichen Berufs**) via the DAAD. To avoid any unnecessary delays, the required papers and documents must be obtained in the home country before the grant is begun or before any preliminary language course and must be sent to the DAAD in good time. Please note that it may take several weeks before the relevant regional government office issues this permit.

## Additional Information on DAAD Study Scholarships in the Field of Music

Academic studies in musicology are offered by universities only. Scholarship applicants for this subject do not apply in the separate process for music, but rather pass through the general process applicable to all academic subjects.

DAAD study scholarships in the field of music are usually awarded for a graduate or advanced study programme. Applicants must generally hold a first academic degree; if this is not possible, they should at least have exhausted all the training options offered for their instrument in their home country. At the time of application, they must not have been resident in Germany for more than 15 months.

Final selection of study scholarship holders in music is made by a special DAAD Selection Committee made up of professors from the German colleges of music (*Musikhochschulen*). Besides the written application papers, applicants must submit sound recordings, which form the decisive basis for the selection decision.

The scholarship is awarded exclusively for studies at one of the state colleges of music (*Staatliche Musikhochschulen*) in the Federal Republic of Germany. Initially, all scholarships are generally awarded for one academic year and can be extended upon application for students with good study achievements to cover the full length of the chosen study project. In principle, all colleges of music offer a second educational level usually lasting four semesters and a third level usually lasting two semesters. Participation in an advanced course of study lasting several years, however, does not automatically lead to an extension of the scholarship.

The scholarship award does not automatically guarantee admission to a college of music.

The respective college of music is responsible for setting age limits for admission, whereby differing rules apply depending on the applicant's academic level and chosen subject. As a rule, however, applicants will only be accepted who are no older than 28 to 30 years of age.

The required sound recordings must meet the following requirements and standards:

1. The sound recording must contain pieces/works of a higher degree of difficulty played or sung by the applicant.
2. At the time of application, all recordings must be no older than one year and must be of the best possible technical quality (no mp3, AAC, etc.).
3. Sound-/image media in the form of an audio CD or DVD video are accepted. The audio CD or DVD video must be playable on standard CD / DVD players.
4. Sound recordings must be labelled with the following information:
  - applicant's name
  - composer's name
  - title of the work/piece
  - individual movements (one movement per track)
  - index numbers for selecting individual works and movements
  - details on the length of the individual numbers
  - place of recording
  - date of recording
  - labelled as a CD or DVD.

Failure to meet these requirements may lead to applicant's exclusion from the application process. In case of re-application for a scholarship, new recordings have to be submitted.

**Instrumentalists from the field of Serious/Classical Music** must submit **complete works** (not only individual movements) from at least **3 different style eras of essential relevance** to the discipline in question. One of the works should be from the field of Modern Music. Failure to meet the minimum criteria will result in the candidate being excluded from the process.

**Instrumentalists from the field of Jazz** should present at least 3 pieces of differing character or tempi (e.g. a ballad or a quick piece).

**Applicants for the subjects Chamber Music or Song Accompaniment** must, in addition to the three required works in the subject Chamber Music or Song Accompaniment, submit the recording of at least one work for their solo instrument.

## DAAD

**Members of ensembles or duos** applying for a scholarship must, in addition to the three required ensemble works, also present at least one work to demonstrate their soloist play.

**Singers** are requested to prepare a comparably differentiated programme made up of three style eras that additionally cover the fields of Opera, Song, and Concerto.

The total recording time must be at least **20 minutes** for singers and at least **30 minutes** for instrumentalists.

Please note that your application can only be processed if the specified formal requirements have been met regarding the completeness and length of the sound recordings.

Special conditions apply to applicants from the following subjects:

### **A) Composition**

Composers must submit their own compositions in the form of full scores (four sets of copies, please) and sound recordings. Three scores with different instrumentations have to be submitted. The compositions may be no older than three years. Scores and recordings should bear the date of completion. The requirements listed in points 3 and 4 above apply for the sound recordings. Candidates must additionally submit a list of works. In case of re-application for a scholarship, new compositions have to be submitted.

### **B) Conductors (orchestral and choral)**

Conductors are expected to present a recent DVD recording of their own conducting (please ensure that it is compatible with Windows Media Player or VLC Media Player) showing rehearsal work and a performance, as far as possible, with the conductor facing the camera, so that the applicant can be appropriately assessed. The conducted works should come from various representative style eras (e.g. Baroque, Classic, Opera, Modern, etc.). The selected literature must correspond with the aspired field of study (choir or orchestra conducting). A recording of the applicant playing an instrumental piece is also required. Conducting presentations should not fall below 15 minutes.

The DVD recordings must be labelled with the following information:

- applicant's name
- composer's name
- title of the work/piece
- individual movements (one movement per track)
- index numbers for selecting individual works and movements
- details on the length of the individual numbers
- place of recording
- date of recording.

The DAAD registers scholarship holders for admission at the college of music of their choice. However, the applicant is essentially free in his or her choice of state college of music. Applicants are therefore urgently advised to inform themselves in good time about the institution in question, about the range of studies it offers and about the professors teaching there. The application must already state at which college and with which teacher they would like to study, and whether or not they have already been in contact with the teacher in question. Further information on the colleges of music is available from German embassies, from the DAAD regional offices and from the Goethe Institutes abroad, as well as from DAAD head office in Bonn.

The individual college of music decides on admission of the scholarship holder, on acceptance in a specific class and on credits for previous study periods and academic achievements. In most cases, applicants are additionally required to take an entrance examination. **Please inquire in good time about the application deadlines and audition/interview dates at your chosen College of Music (Conservatory) and please note that these may under certain circumstances lie several months before the desired start date for your studies or even before the DAAD's scholarship award decision.** Following a positive scholarship decision, the DAAD will also once again contact the College of Music (Conservatory).

If an applicant is not accepted by a college of music, even though the DAAD reached a positive decision, the DAAD regrets that the applicant cannot then take up the scholarship.

## Additional Information on DAAD Study Scholarships in the Fields of Fine Art, Design and Film

1. These scholarships are exclusively meant for postgraduate or complementary studies (but not for first-degree or undergraduate studies) at one of the state colleges of art or in an appropriate degree course offered by a *Fachhochschule* (university of applied sciences) or a full university in the Federal Republic of Germany.
2. The final selection decision on applicants for fine art, design or film courses is made by a DAAD Selection Committee in Bonn, whose members are professors from the fields of fine art, design or film. Besides the application papers, the committee's decision is mainly based on the art work which applicants are required to submit.
3. In the case of collaborative works or projects, the individual contribution made by the applicant must either be marked or described appropriately or specified in writing.
4. The following samples of applicants' works must be submitted along with the application form. (Please enclose a list of all enclosed work samples with details [size, creation date, location etc.]; the list must be accompanied by a statement that the applicant personally produced/created the works or, in the case of collaborative projects, must state who contributed to these works):

### a. by painters, sculptors and designers

Pictures of artistic works may be submitted as individual images (jpg), in the form of a presentation (pdf, ppt) or as a printed portfolio. Please do not submit original copies!

Images and presentations must be submitted on CD/DVD. NAMES should always be indicated on CD/DVDs!

General information: Please do not submit more than 50 pictures!

**Important! The Selection Committee's assessment and grading of work depends to a significant extent on the manner in which it is presented. Even the best works of art can lose their validity if badly presented!**

Works of art are presented using a beamer with a resolution of 1024 x 768.

Notes on formats:

#### Individual pictures:

- Pictures must be submitted in jpg format.
- If possible, all pictures should be saved in ONE folder. The folder should be marked with the NAME of the artist.
- If necessary (e.g. if many different techniques are used), ONE level of subfolders can be created, with every subfolder named accordingly (e.g. photos, graphics, sketches, etc.). Please do not create any more levels of subfolders!
- A file containing a list of the individual works must be enclosed. The list should contain the following information: name of work, type of work, size of work, year of origin, contributors if applicable.

*Example: Close Encounters, Oil on Canvas, 30x40 cm, 2009, Monika Mustermann*

A video containing instructions on how to submit individual pictures is available online at: [www.daad.de/artists-application](http://www.daad.de/artists-application).

## Presentation

- Pictures of works are shown in one presentation. Possible presentation formats: pdf file or PowerPoint presentation. Please prepare only ONE presentation and do not submit any special formats. The presentation should contain the applicant's name.

*Example: Max\_Mustermann\_Portfolio.pdf*

- Each picture in the presentation should contain the following information: name of work, type of work, size of work, year of origin, contributors if applicable.

*Example: Close Encounters, Oil on Canvas, 30x40 cm, 2009, Monika Mustermann*

## Printed portfolio:

- Applicants may submit a portfolio in printed form.

A video containing instructions on how to submit a portfolio is available online at: [www.daad.de/artists-application](http://www.daad.de/artists-application).

## **b. by filmmakers**

### Films, videos and animations:

Each applicant is allowed 8 minutes of film time. If films are longer, appropriate excerpts can be presented. Short films may be submitted in their full length.

It must be clear whether the film itself is a work of art or whether the film documents a work of art (e.g. a spatial installation, performance, etc.)

- Both normal DVDs (PAL or NTSC Format, without regional code, without copy protection, with or without a menu) and video files on CD-ROM or DVD-ROM may be submitted. It is important that they can be played on a standard Windows PC with the VLC player.
- Each DVD should be marked with the following: title, name of the artist, length, year. If the CD/DVD contains several films, these should be marked as follows: name of artist, number of films, total length of all films!
- If several people have contributed to a film, all participants and their role or task must be stated in the closing credits, especially the role played by the applicant (director, cameraman, etc.).

**Samples of work submitted on video, CD-ROM or DVD / DVD-ROM will only be returned if expressly requested. Otherwise, the application papers including all the attachments, samples, etc. become the property of the DAAD without claim to payment or compensation. No materials are returned; the work samples of unsuccessful candidates and all other application documents will be destroyed after a period of two years at the latest.**

5. The award of a scholarship does not automatically guarantee admission to one of the colleges. The DAAD will register the scholarship holders with their desired university. Applicants are therefore urgently advised to inform themselves in good time about the institution in question, on the range of studies which it offers and on the professors teaching there. In as far as possible, applicants should inform the DAAD at the time of their application where (college) and under whom (teacher) they would like to study.
6. The individual college decides on the admission of scholarship holders, on acceptance in the class of a specific teacher and on crediting previous study periods and achievements. Under certain circumstances, applicants may be required to take an entrance examination. In such cases, the DAAD and the college will advise the scholarship holder accordingly. Applicants who are not accepted by a college/university cannot take the scholarship.



## Additional Information on DAAD Study Scholarships in the Fields of the Performing Arts (Drama, Direction, Dance, Choreography, etc.)

1. The above-mentioned subject areas can be studied at a state (public) or state-recognised German higher education institution. However, approval of the scholarship does not automatically mean that the applicant has been admitted to a higher education institution.
2. The final selection decision on applicants is reached by a special DAAD committee, made up of professors from the relevant disciplines.
3. Applicants from the fields of drama, direction and musical must have a very good to excellent knowledge of German; applicants from the fields of dance and choreography must at least have a basic knowledge of German and a good knowledge of English. Language certificates must be submitted.
4. Applicants must submit the following along with the other application papers:
  - a) **Drama:** a video or DVD in which applicants present themselves (in German), explain the reasons for their application and their plans in Germany (approx. 5 minutes). This is followed by two role extracts each lasting between 5 and 10 minutes, of which one may be in English.
  - b) **Direction:** a video/DVD with self-presentation as for drama applicants; the video/DVD should then document the applicant's own projects and may be accompanied by additional written material.
  - c) **Dance:** a video or DVD in which applicants present themselves (in German or English), explain the reasons for their application and their plans in Germany (approx. 5 minutes). This should be followed by two dance interludes (approx. 10 minutes): classical (warm-up training), modern (applicant's own piece).
  - d) **Choreography:** a video/DVD with self-presentation as for dance-applicants. This should be followed by the applicant's own choreography of around 15 minutes.
  - e) **Musical:** a video/DVD with self-presentation as for dance-applicants. This should be followed by a singing and dancing performance of two songs from the literature of musical theatre (approx. 10 minutes).
5. Please note that all sound and image media must be playable on systems commonly used in Germany. Recordings with technical faults (lighting/sound quality) cannot be considered.
6. All applicants are expected to have already informed themselves about the study options available at German universities and higher education institutions and should already have been in contact with the German university. As a rule, German universities will only admit candidates after a personal interview or an aptitude test.
7. Applicants who are already in Germany and who may have already started their studies have the chance to introduce themselves personally to the Selection Committee during the selection procedure. Details about this personal interview are announced after the application has been received.

## **Additional Information on DAAD Study Scholarships in the Field of Architecture**

These scholarships are exclusively meant for postgraduate or complementary studies (but **not** for first-degree or undergraduate studies) at a higher education institution or in an **appropriate** degree course offered by a Fachhochschule (university of applied sciences) or a full university in the Federal Republic of Germany.

The final selection decision on applicants for architecture courses is made by a DAAD Selection Committee in Bonn, whose members are professors from the field of architecture. Besides the application papers, the committee's decision is mainly based on work samples (layouts, sketches, photographs, etc.) which applicants are required to submit.

The following samples of applicants' works must be submitted along with the application form. (Please enclose a list of all enclosed work samples with details [size, creation date, location etc.]; the list must be accompanied by a statement that the applicant personally produced/created the works or, in the case of collaborative projects, must state who contributed to these works):

Architects and interior designers should include three drafts on a scale appropriate to the object with their application (in each case with the ground plan, the layout, elevation and perspective). This must include at least one independent (non-group) project (draft, analysis, plan); urban and regional planners should submit works with their application (such as papers and presentations), which clearly show that they have already worked on planning processes. Samples of work on digital media cannot be considered.

In the case of collaborative works or projects, the contribution made by the applicant must either be marked or described appropriately or specified in writing.

The submitted papers and documents will be returned on request after the selection has been completed.

Besides presenting the academic and personal reasons for the planned study project in Germany, the application must be accompanied by an extract from the host university's website with concrete details (title of the degree programme, study plan and the expected length of studies, language of instruction, admissions requirements plus information on any tuition fees) for the chosen degree programme. The letter of acceptance for the selected study programme from the German host university must either be attached to the application documents or submitted to the DAAD before scholarship-supported studies begin. The Letter of Award is only effective if a letter of acceptance has been received.

## **Study Scholarships for Graduates of All Disciplines**

### **Objective**

- ≡ Study scholarships are awarded to provide foreign graduates of all disciplines with opportunities to complete a postgraduate or Master's degree course at a state (public) or state-recognised German higher education institution and to gain a degree in Germany (Master's/Diplom). Funding can also be approved if only the first or second year of a postgraduate or Master's programme has been completed in Germany, while the degree will be gained at the foreign university.

### **Duration**

- ≡ Depending on the length of the chosen degree course or study project, the study scholarship will be awarded for between 10 and 24 months. Initially, scholarships are awarded for one academic year and can be extended for students with good study achievements to cover the full length of the chosen degree course.

### **Value**

- ≡ The DAAD will pay a monthly award of 750 euros. As a rule, the scholarship additionally includes certain payments towards health insurance cover in Germany. In addition, the DAAD generally will pay an appropriate fiat-rate travel allowance, unless these costs are covered by the home country or by another funding source. Furthermore, the DAAD will pay a study and research allowance and, where appropriate, a rent subsidy and family allowance.

### **Requirements**

- ≡ Applications for DAAD study scholarships are open to excellently-qualified graduates who, at the latest when they commence their scholarship-supported studies, hold a first degree (Bachelor's, Diplom or comparable academic degree). No more than six years should generally have passed between the time when they gained their degree and the time of this application.
- ≡ Besides previous academic achievements, the most important selection criterion is a convincing presentation of the applicant's academic and personal reasons for the planned study project in Germany. Applications must either include the notification of admission issued by the German host institution for the desired degree course, or, if this is not the case, then the notification of admission must be presented to the DAAD before the scholarship-supported studies begin. The scholarship award letter from the DAAD only becomes effective once the holder has been admitted to studies. If the degree programme includes a several month long stay abroad, funding for this stay abroad will generally only be considered if it takes place in an EU Country (not in the home country) and lasts a maximum of 6 months and covers a maximum of 25% of the scholarship term.

## DAAD

- ≡ Good German language skills - especially for applicants reading arts and humanities disciplines - are generally a requirement for studying in Germany. Exceptions are possible when scholarship holders are enrolled in degree courses which are instructed in English. The DAAD may fund attendance of a German language course at a language school in Germany before the scholarship-supported studies begin. This is free of charge to the scholarship holder. Besides, the internet-based language course "Deutsch-Uni Online (DUO)" is recommended to help students improve their German language skills. For scholarship holders, the DAAD will pay the course fees for six months as from their receipt of the Scholarship Award Letter. Furthermore, scholarship holders can apply to the DAAD for a subsidy towards a personally chosen German course. Further information will be included with the Scholarship Award Letter.
- ≡ Applicants, who have been resident in Germany for longer than 15 months at the time of application, cannot be considered.

### Application papers

- ≡ Detailed information on what application papers need to be submitted can be found on the Application Form for "Research Grants and Study Scholarships" ("Antrag auf ein Forschungs-/Studienstipendium"), which can be obtained on the Internet ([www.daad.de/en/form](http://www.daad.de/en/form)) or from the diplomatic and consular representations of the Federal Republic of Germany, from DAAD Lektors, from the DAAD regional offices or Information and Advice Centres, and from partner organisations.
- ≡ Besides presenting the academic and personal reasons for the planned study project in Germany, the application must be accompanied by an extract from the host university's website with concrete details (title of the degree programme, study plan and the expected length of studies, language of instruction, admissions requirements plus information on any tuition fees) for the chosen degree programme.
- ≡ Special note for architects: The special leaflet "Additional Information on DAAD Study Scholarships in the Field of Architecture" provides information on aspects such as the work samples which applicants need to submit. It can be obtained from the above-mentioned offices or on the Internet ([www.daad.de/extrainfo](http://www.daad.de/extrainfo)).
- ≡ The DAAD will not consider incomplete applications.

### Country-specific information, dates and deadlines, application address and advice

- ≡ The DAAD website [www.daad.de/stipendien](http://www.daad.de/stipendien) provides further specific information for applicants from your home country. This information includes the language skills which applicants from your country of origin must meet, any special age-limit regulations which may apply, as well as information on the exact deadlines for the submission of the application papers and on where applications should be sent.
- ≡ Applications must not be sent direct to DAAD head office in Bonn.
- ≡ The above-mentioned website will also provide the addresses of institutions which you can contact in your home country for further information and advice. Information on study opportunities in Germany can be found in German at [www.hochschulkompass.hrk.de](http://www.hochschulkompass.hrk.de) or in English at [www.higher-education-compass.hrk.de](http://www.higher-education-compass.hrk.de)

## Research Stays for University Academics and Scientists

### Objective

- ≡ These grants and scholarships aim to provide foreign academics and scientists working in higher education or at research institutes with an opportunity to carry out a research project at a state (public) or state-recognised higher education institution or non-university research institute in Germany.

### Duration

- ≡ Depending on the applicant's work schedule, the research stay will last between one and three months.

### Value

- ≡ Depending on the applicant's academic status, the monthly award will amount to 2,000 euros for assistant lecturers, assistant professors and young lecturers, and 2,150 euros for professors, in exceptions, 2,300 euros.
- ≡ In addition to these payments, the DAAD generally will pay an appropriate flat-rate travel allowance, unless these costs are covered by the home country or by another funding source.

### Requirements

- ≡ Applications for DAAD research stays are open to excellently-qualified academics and scientists who should generally hold a doctorate/PhD. All applicants must be working in higher education or at a research institute in their home country.
- Besides their previous academic achievements (for example, recent publications), the most important selection criterion is a convincing and well-planned research project to be completed during the stay in Germany. This must have been coordinated and agreed with a research collaboration partner at the chosen host institute in Germany. Written confirmation of the research cooperation, including express reference to the applicant's project, must be included with the application papers.
- ≡ The application must provide proof of a workplace being provided at the host institute.
- ≡ DAAD support for a research stay can only be awarded once in any three-year period.
- ≡ Former fellows of the Alexander von Humboldt-Foundation are requested to contact the Humboldt-Foundation first.

### Application papers

- ≡ Detailed information on the application papers which need to be submitted can be found on the Application Form for "Research Stays and Study Visits for University Academics and Scientists" ("Forschungs- und Arbeitsaufenthalte ausländischer Hochschullehrer und Wissenschaftler" – in printed form blue), which can be obtained on the Internet ([www.daad.de/en/form](http://www.daad.de/en/form)) or from the diplomatic and consular representations of the Federal Republic of Germany, from DAAD Lektors, from the DAAD regional offices or Information and Advice Centres, and from partner organisations.
- ≡ The DAAD will not consider incomplete applications.

## DAAD

### Country-specific information, dates and deadlines, application address and advice

- ≡ The DAAD website [www.daad.de/stipendien](http://www.daad.de/stipendien) provides information on the precise deadlines for the submission of applications and on where these should be sent. Upon request, the German diplomatic and consular representations and the DAAD regional office responsible for your country will also be able to provide this information.
- ≡ Applications cannot be sent direct to DAAD head office in Bonn.
- ≡ The above-mentioned website will also provide the addresses of institutions which you can contact in your home country for further information and advice.

## Re-invitation Programme for Former Scholarship Holders

### Objective

- ≡ To maintain contact with Germany, former DAAD Research Grant or Study Scholarship holders with funding for more than six months and former DDR (East German) Scholarship holders who studied in Germany for at least one year can apply for a re-invitation. Funding is available for research and working projects at a state or state-recognised (public) university or a non-university research institution. Former scholarship holders working outside the science sector can also apply for funding to cover a working stay at another institution in business or industry, administration, culture or media.

### Duration

- ≡ Depending on the applicant's work schedule, the research and working stay can last between one and three months.

### Value

- ≡ Depending on the applicant's academic status, the monthly award will amount to 2,000 euros for assistant lecturers, assistant professors and young lecturers, and 2,150 euros for professors, in exceptions, 2,300 euros.
- ≡ In addition to these payments, the DAAD generally will pay an appropriate flat-rate travel allowance, unless these costs are covered by the home country or by another funding source.

### Requirements

- ≡ Applications for re-invitations are open to the above-specified former scholarship holders (alumni) who have been back in their home country for at least three years.
- ≡ The most important selection criterion is a convincing and well-planned research or working project for the stay in Germany, which has been agreed in terms of content and schedule with the supervising host in Germany. Working projects outside the science sector must be of such a nature that sustainable effects can be expected for the professional activity of the applicant, dissemination effects, such as in the form of planned publications and/or greater collaboration and cooperation with Germany. The application papers must be accompanied in writing by a letter from the host which expressly refers to the research or working project and also confirms the host's willingness to supervise the project and to provide an unpaid workplace at the host institution.
- ≡ DAAD support for a research or work stay can only be awarded once in any three-year period.

# DAAD

## Application papers

- ≡ Detailed information on the application papers to be submitted can be found in the print version (blue) of the Application Form for "Research Stays and Study Visits for University Academics and Scientists" ("Forschungs- und Arbeitsaufenthalte ausländischer Hochschullehrer und Wissenschaftler"), which can be obtained on the Internet ([www.daad.de/en/form](http://www.daad.de/en/form)) or from the diplomatic and consular representations of the Federal Republic of Germany, from DAAD Lektors, from the DAAD regional offices or Information and Advice Centres, and from partner organisations.
- ≡ The DAAD will not consider incomplete applications.

## Country-specific information, dates and deadlines, application address and advice

- ≡ The DAAD website [www.daad.de/stipendien](http://www.daad.de/stipendien) provides further specific information for applicants from your home country, including the exact deadlines for the submission of application papers and on where applications should be sent. Upon request, the German diplomatic and consular representations and the DAAD regional office responsible for your country will also be able to provide you with this information.
- ≡ Applications must not be sent direct to DAAD head office in Bonn.
- ≡ The above-mentioned website will also provide the addresses of institutions which you can contact in your home country for further information and advice.

The President of the DAAD issues all invitations.



## University Summer Courses offered in Germany for Foreign Students and Graduates

### Objective

- ≡ The scholarship programme aims to help students and graduates improve their German proficiency and their cultural knowledge of the country. Therefore, these grants are awarded to attend German language and area studies courses plus special language/terminology courses that are offered by state (public) or state-recognised German higher education institutions and by affiliated language schools. Course providers and course offers are available on the DAAD website: [www.daad.de/hsk-kursliste](http://www.daad.de/hsk-kursliste).

### Duration

- ≡ The grants run for at least 18 days of course (max. 5 days/week, excluding days of arrival and departure) with a minimum of 25 hours of teaching per week. Courses are taught in German (language of instruction) and are held in the summer months (usually from June) during the recess period at German universities.
- ≡ The grants cannot be extended.

### Value

- ≡ The DAAD awards a grant of 850,- euros plus a country-specific flat-rate travel allowance (with the exception of Western Europe, see: [www.daad.de/rkp-hsk\\_hwk\\_isk](http://www.daad.de/rkp-hsk_hwk_isk)). Participants from countries as defined by the "OECD-DAC List" ([www.oecd.org/dac/stats/DAC%20List%20used%20for%202012%20and%202013%20flows.pdf](http://www.oecd.org/dac/stats/DAC%20List%20used%20for%202012%20and%202013%20flows.pdf)) receive a grant of 1.025,- euros plus a country-specific flat-rate travel allowance.
- ≡ Accommodation is generally booked via the course organiser.

### Application Requirements

- ≡ Applications are open to students in Bachelor's and Master's programmes of all subject areas who will have completed at least two academic years of studies at the time of starting their funded stay.
- ≡ Students in their last year of a Bachelor's programme are entitled to apply if they intend to start a Master's degree programme immediately after completing their Bachelor degree. Please include the letter of confirmation by the higher education institution as proof.
- ≡ Neither graduates holding a Master's degree nor PhD students are eligible for application to this programme.
- ≡ At the time of starting the funded stay, applicants must be registered or matriculated at a university in their home country or in their country of permanent residence (apart from Germany).
- ≡ Applicants must be able to follow lectures and presentations and to collaborate in teams. The German required language skills must at least be equivalent to level B1 of the Common European Framework of Reference for Languages (CEFR). The most recent language certificate should be no older than one year. The following language proficiency tests may be older: Deutsches Sprachdiplom, German Abitur, TestDaF certificates at level C1 or better, certificates from the Goethe-Institute. Further general information on language certificates is available on the DAAD website: [www.daad.de/deutschland/nach-deutschland/voraussetzungen/de/6221-deutsche-sprache](http://www.daad.de/deutschland/nach-deutschland/voraussetzungen/de/6221-deutsche-sprache).
- ≡ The minimum age at the time of starting the funded stay is 18 years.
- ≡ An applicant may only be considered once for a DAAD Intensive Language Course or University Summer Course Grant in any three consecutive years.

## DAAD

- ≡ Alternative requirements may apply for some few countries as specified in the "Country-specific Information" (see link below) section.
- ≡ Additional information on the application process is available on the DAAD website: [www.daad.de/deutschland/download](http://www.daad.de/deutschland/download) (further downloadable forms - FAQs for applicants and FAQs for scholarship holders)

### Application Papers

- ≡ Information on the application papers to be submitted is included on the application form ("Antrag auf ein Hochschulsommerkursstipendium"/Application for a summer course scholarship – in German only), which can be obtained on the Internet ([www.daad.de/en/form](http://www.daad.de/en/form)) or from the DAAD regional offices, from DAAD- or IC-Lektors, from the diplomatic and consular representations of the Federal Republic of Germany and from DAAD partner organisations.
- ≡ In the application form, applicants are required to specify the courses they wish to take. Applicants have to fill in all spaces and name different course locations. As far as possible, the DAAD takes these preferences into account when it makes a final decision regarding course placement. Because the number of available places is limited, however, the DAAD reserves the right to choose an alternative course.
- ≡ The course choices indicated in the application form are binding. It is not possible to change or discontinue a course (see declaration of acceptance in the application form: [www.daad.de/deutschland/download](http://www.daad.de/deutschland/download)).
- ≡ Consideration can only be given to applications if they are received on time and are complete (see cover sheet of application form: [www.daad.de/deutschland/download](http://www.daad.de/deutschland/download)).
- ≡ Please submit the grant application in a single copy.
- ≡ Your application papers including all the attachments, samples, etc. become the property of the DAAD without claim to payment or compensation. No materials are returned.

### Country-specific Information, Dates and Deadlines, Application Address and Advice

- ≡ Applicants must not send their application direct to the DAAD in Bonn.
- ≡ Applications must be submitted to a DAAD Regional Office, or DAAD-(IC-)Lektor, or Consulate-General or Embassy of the Federal Republic of Germany, or to a DAAD partner organisation.
- ≡ Country-specific application deadlines are listed under: [www.daad.de/stipendien](http://www.daad.de/stipendien). Here, you will find additional information relating to your home country.
- ≡ The above offices must submit all applications to the DAAD, Section 513, by 31 January at the latest. Please take note of the application deadlines that apply specifically to your home country.
- ≡ The programme administrators at the DAAD in Bonn are

Ms. Ivana Rossi  
Section 513  
Tel.: 0049 228 882 371  
Fax: 0049 228 882 9 371  
E-Mail: [rossi@daad.de](mailto:rossi@daad.de)

Ms. Saskia Schmitz  
Section 513  
Tel.: 0049 228 882 313  
Fax: 0049 228 882 9 313  
E-Mail: [saskia.schmitz@daad.de](mailto:saskia.schmitz@daad.de)

Ms. Anja Neumann (part-time)  
Section 513  
Tel.: 0049 228 882 316  
Fax: 0049 228 882 9 316  
E-Mail: [a.neumann@daad.de](mailto:a.neumann@daad.de)

Ms. Regina Panoulas (part-time)  
Section 513  
Tel.: 0049 228 882 8636  
Fax: 0049 228 882 9 8636  
E-Mail: [panoulas@daad.de](mailto:panoulas@daad.de)

## **Intensive Language Courses offered in Germany for Foreign Students and Graduates**

### **Objectives**

- ≡ The scholarship programme aims to help students and graduates improve their German proficiency and their cultural knowledge of the country. Therefore, these grants are awarded to attend intensive German courses at a language school or institute in Germany (list of courses: [www.daad.de/isk-kursliste](http://www.daad.de/isk-kursliste)).

### **Duration**

- ≡ The grants run for two months and can be taken between June and December.
- ≡ The grants cannot be extended.

### **Value**

- ≡ The DAAD awards a grant of 2,300.- euros plus a country-specific flat-rate travel allowance (with the exception of Western Europe, see: [www.daad.de/rkp-hsk\\_hwk\\_isk](http://www.daad.de/rkp-hsk_hwk_isk)).
- ≡ Accommodation is generally booked via the course organiser.

### **Application Requirements**

- ≡ Applications are open to students in Bachelor's and Master's programmes of all subject areas who will have completed at least two academic years of studies at the time of starting their funded stay, as well as to doctoral students.
- ≡ Students in their last year of a Bachelor's programme are entitled to apply if they intend to start a Master's degree programme immediately after completing their Bachelor degree. Please include the letter of confirmation by the higher education institution as proof.
- ≡ Applications are also open to graduates working in the higher education sector whose last degree was gained no longer than six years ago.
- ≡ Applicants from the fields of German studies, German as a foreign language, and from translation/interpretation degree courses are excluded from this programme.
- ≡ At the time of commencing the scholarship, applicants must be registered in or working at a higher education institution in their home country or in a country in which they have permanent residence status (apart from Germany).
- ≡ Applicants must present proof of German language skills which must at least be equivalent to level A1 and at most to level B1 of the Common European Framework of Reference for Languages (CEFR). The most recent language certificate should be no older than 6 months. Language certificates from the Goethe-Institutes may be older. Further general information on language certificates is available on the DAAD website: [www.daad.de/deutschland/nach-deutschland/voraussetzungen/de/6221-deutsche-sprache](http://www.daad.de/deutschland/nach-deutschland/voraussetzungen/de/6221-deutsche-sprache).
- ≡ The minimum age at the time of starting the funded stay is 18 years.
- ≡ An applicant may only be considered once for a DAAD Intensive Language Course or University Summer Course Grant in any three consecutive years.
- ≡ It is not possible to apply for an intensive language course and for a university summer course at the same time.
- ≡ Alternative requirements may apply for some few countries as specified in the "Country-specific Information" section.

## DAAD

- Additional information on the application process is available on the DAAD website: [www.daad.de/deutschland/download](http://www.daad.de/deutschland/download) (further downloadable forms - FAQs for applicants and FAQs for scholarship holders)

### Application Papers

- Information on the application papers to be submitted is included on the application form ("Antrag auf ein Intensivsprachkursstipendium"/Application for an Intensive Language Course Grant – in German only), which can be obtained on the Internet ([www.daad.de/en/form](http://www.daad.de/en/form)) or from the DAAD regional offices, from DAAD- or IC-Lektors, from the diplomatic and consular representations of the Federal Republic of Germany and from DAAD partner organisations.
- In the application form, applicants are required to specify the courses they wish to take. Applicants have to fill in all spaces and name different course locations and/or course durations. As far as possible, the DAAD takes these preferences into account when it makes a final decision regarding course placement. Because the number of available places is limited, however, the DAAD reserves the right to choose an alternative course.
- The course choices indicated in the application form are binding: it is not possible to change courses.
- Consideration can only be given to applications if they are received on time and are complete, and if they provide details on all the examinations taken and document these appropriately.
- Please submit the grant application in a single copy.
- Your application papers including all the attachments, samples, etc. become the property of the DAAD without claim to payment or compensation. No materials are returned.

### Country-specific Information, Dates and Deadlines, Application Address and Advice

- Applicants must not send their application direct to the DAAD in Bonn.
- Applications must be submitted to a DAAD Regional Office, or DAAD-(IC-)Lektor, or Consulate-General or Embassy of the Federal Republic of Germany, or to a DAAD partner organisation.
- Country-specific application deadlines are listed under: [www.daad.de/stipendien](http://www.daad.de/stipendien). Here, you will find additional information relating to your home country.
- The above offices must submit all applications to the DAAD, Section 513, by 31 January at the latest. Please take note of the application deadlines that apply specifically to your home country.
- The programme administrators at the DAAD in Bonn are

Ms. Ivana Rossi  
Section 513  
Tel.: 0049 228 882 371  
Fax: 0049 228 882 9 371  
E-Mail: [rossi@daad.de](mailto:rossi@daad.de)

Ms. Saskia Schmitz  
Section 513  
Tel.: 0049 228 882 313  
Fax: 0049 228 882 9 313  
E-Mail: [saskia.schmitz@daad.de](mailto:saskia.schmitz@daad.de)

Ms. Anja Neumann (part-time)  
Section 513  
Tel.: 0049 228 882 316  
Fax: 0049 228 882 9 316  
E-Mail: [a.neumann@daad.de](mailto:a.neumann@daad.de)

Ms. Regina Panoulas (part-time)  
Section 513  
Tel.: 0049 228 882 8636  
Fax: 0049 228 882 9 8636  
E-Mail: [panoulas@daad.de](mailto:panoulas@daad.de)

## Study Visits / Study Seminars and Practicals in Germany by Groups of Foreign Students

### Objective

- ≡ The German Academic Exchange Service (DAAD) funds **Study Visits / Study Seminars and Practicals** in Germany by groups of foreign students headed by a university teacher.

#### Objectives of the Funding:

The programme aims to

- provide students with subject-related knowledge by arranging appropriate visits, tours and information meetings (Study Visits) or by organising subject-related seminars and practical courses (e.g. specialist courses, block seminars, workshops) at the invitation of a German university. This university is also responsible for organising practical courses with universities, companies and, possibly, public institutions (Study Seminars and Practicals),
  - facilitate meetings with German students, academics and researchers to establish and maintain contacts between German and foreign universities,
  - give students a greater understanding of and insight (regional and area studies) into economic, political and cultural life in Germany. The part must not make up more than one third of the funding term.
- ≡ In the case of Study Seminars and Practicals, the programme strives for reciprocity, although this is not a condition for the award of funding. This means that funding can initially be provided for visits in one direction only.
  - ≡ Cultural events can be funded when the focus is on meeting students and university teachers from a relevant academic field and this academic relevance is appropriately documented.
  - ≡ Funding cannot be provided for annual repeat visits (by applicants, faculties or departments); each applicant, faculty or department can only be considered for a maximum of one application per year.

### Duration

- ≡ Study visits, study seminars or practicals should last no less than **7 days**. Funding is available for a maximum of **12 days** (including travel days), although the visits themselves may last longer.

### Value

- ≡ The DAAD takes out health, accident and public/private liability insurance for each funded group. Further details can be found in the Award Letter.
- ≡ The international travel costs cannot be funded.

#### ≡ 1. Study Visits

1) Groups from EU countries, from Albania, Australia, Bosnia and Herzegovina, Canada, Croatia, Hong Kong, Iceland, Japan, Liechtenstein, New Zealand, Norway, the Russian Federation, Serbia, South Korea, Switzerland, Taiwan, Turkey, Ukraine and the United States:

The trip is independently organised and carried out by the group or by the applicant (lead) university teacher. For groups from remote areas of the Russian Federation, Turkey or Ukraine, it may be possible, after agreement with the DAAD, to apply for organised study trips in individual cases.

The DAAD pays a flat-rate sum of 50.- euros per person and day.

# DAAD

## 2) Groups from other countries:

The DAAD arranges the programme. Wishes and preferences stated in the application form will, as far as possible, be considered. However, the programme may be subject to cuts or changes as requested by the Selection Committee.

The DAAD provides a guide fluent in the group language. The guide is responsible for ensuring that the programme drawn up by DAAD Head Office runs smoothly and is followed.

As a rule, groups will be accommodated in hotels or youth guesthouses/hostels (twin or three-bed rooms).

The DAAD pays the subsistence costs (board and lodging) for the group participants (including group leader) during the funding term in Germany. The lump-sum payment for the midday and evening meal is 9,- euros each.

The DAAD decides on the means of transport to be used. Often this means using (travel) coaches/buses in order to guarantee the smooth running of the programme. However, the use of public transport may prove more suitable for certain programme items. Terms and conditions will be advised on a case-by-case basis.

### ≡ 2. Study Seminars and Practicals (applies for groups from all countries):

The DAAD grant is provided as project funding. It is paid as a flat-rate sum of 50,- euros per participant and day, thereby subsidising the travel and subsistence costs.

## Requirements

- ≡ Funding can be provided for groups of students who are matriculated in their second semester or higher in a relevant degree programme at a foreign university and who are travelling in a group headed by a university teacher. The students should continue their academic career for at least one year after the study trip. Subject to approval by the DAAD, individual doctoral students can also be funded. To ensure that the conditions are given for a successful study trip, all the participants must, as far as possible, have a common level of language skills in the language of relevance to the programme (usually German or English). Groups should be made up of at least 10 and must not, as a rule, exceed 15 persons. In addition, funding can be provided for one university teacher as group leader.

## Application papers

- ≡ Applications are open to university teachers from state or state-recognised German universities (Study Seminars and Practicals) or from foreign universities (Study Trips).
- ≡ Consideration can only be given to applications if they are received in full and on time. The DAAD regrets that it is unable to consider any applications where missing documents or papers still have to be obtained.
- ≡ A full application must include:
  1. **Application Form** (Form available from the DAAD Portal): Information regarding the bank details asked for on the application form:
    - Applicants for Study Seminars and Practicals and Study Trips = Group 1: Please enter the bank details of your university.
    - Applicants for Study Trips = Group 2 (other countries): Please enter 99999999 for the Sort Code (BLZ) and 999 for the Account Number.
  2. **Financial Plan** (With the exception of: Study Trips Group 2 (other countries), all others: Form available on the DAAD Portal. Please fill in the fields with a white background).  
Page 1 and Page 2: No entry possible here.  
Page 3: This is where the requested number of participants, the number of the planned funding days and the flat-rate sums (50 €) are read out. The result = the amount of funding to be applied for (identical with Page 1).
  3. **List of Participants** (upload as an attachment to the application in the DAAD Portal). The following details are required here: Family Name, First Name, Number of Semesters, Subject Area, Target Degree and Language Skills (see form under <http://www.daad.de/hochschulen/koooperation/partnerschaft/gruppenreisen/05028.de.html>).

## DAAD

4. **Reasons and contentual programme description** (upload as an attachment to the application in the DAAD Portal) with a precise list of visit and tour preferences (general details such as visits to museums/universities are not sufficient). Information on the Portal: The first page of the application form gives you the opportunity to briefly explain your plans in up to 2,100 characters. However, this must not substitute a detailed statement of reasons plus contentual programme description. The Selection Committee will ask for information on whether or not a return visit is planned. Please confirm that the planned project is not a compulsory excursion.
5. **Schedule** (upload as an attachment to the application in the DAAD Portal), in tabular format.
6. **Describe the contentual preparation** (upload as an attachment to the application in the DAAD Portal) for the Study Trip / Study Seminar in Germany.
7. **Proof of contacts** (upload as an attachment to the application in the DAAD Portal). These contacts should relate to the relevant requested trip. Proof is furnished, for example, by presenting letters of invitation and confirmation relating to the programme items (agreements, arrangements, cooperation agreements and similar documents are not alone sufficient proof of contacts, but can rather only be submitted as complementary information, as long as they are no older than two years).

The application is submitted online via the DAAD Portal: <https://portal.daad.de>

Please submit your application in German or in English.

### 1. Study Trips

Please ask for a statement from a DAAD Regional Office, a DAAD information Centre or a German Embassy. The application deadlines at the DAAD in Bonn are binding.

### 2. Study Seminars and Practicals

Please additionally inform the Akademisches Auslandsamt/International Office that you have submitted an application.

The decision will be made by a selection committee at the DAAD. Due to the limited financial resources, experience has shown that only some of the applications can be approved that meet the programme's three funding objectives. These are particularly well organised visits of cultural and educational policy interest with a clear focus on encouraging meeting and encounter.

## Country-specific information, dates and deadlines, application address and advice

- ≡ Applications must have been submitted via the DAAD Portal by the following deadlines at the latest:
  - 1 February each year for trips starting from 1 June  
(The DAAD decides in mid-April)
  - 1 May each year for trips starting from 1 September  
(The DAAD decides in mid-July).
  - 1 November each year for trips starting from 1 March  
(The DAAD decides in mid-January)
- ≡ **Please Note:** For technical reasons, the DAAD-Portal is only able to display the application deadline: "Bewerbungsfrist 31.12.". However, it is the above-listed Closing Dates for Applications that are binding.
- ≡ 

DAAD Address: Deutscher Akademischer Austauschdienst Referat 513 Kennedyallee 50 D-53175 Bonn	Desk Officer: Ms Julia Löllgen Telephone: +49 (0)228/882-328 Fax: +49 (0)228/882-9-328 E-Mail: <a href="mailto:loellgen@daad.de">loellgen@daad.de</a>
---	---
- ≡ The DAAD website ([www.daad.de/stipendien](http://www.daad.de/stipendien)) will provide additional specific information for applicants from your home country, if such information is available.

## **Practical Traineeships for Foreign Students of Natural and Technical Sciences, Agriculture and Forestry**

### **Objective**

- ≡ Practical training placements for students of the above mentioned subjects are arranged by the International Association for the Exchange of Students for Technical Experience (IAESTE). Placements are, however, only available to countries with a National IAESTE Committee. Within the DAAD, unit 514 is the German National IAESTE Committee.

### **Duration**

- ≡ Usually, traineeships are two to three months in duration with various firms, institutions of higher education and research institutes. In individual cases, traineeships of extended duration can be arranged.

### **Value**

- ≡ Trainees are usually paid € 650,-- per month; all incoming trainees will be included in the health insurance, accident insurance and liability insurance provided by the DAAD. The DAAD, however, is not able to grant additional funds to cover travel costs.

### **Requirements**

- ≡ Specific information on conditions of eligibility is available from the National IAESTE Committee of the member country concerned.
- Language Proficiency: Requirements regarding language proficiency of German differ greatly. Some companies require that international interns or trainees have good German language skills, while others only require a basic knowledge of German, as long as the intern or trainee also has good English language skills. In many cases a good knowledge of English is sufficient.
- Training placements recruited in Germany are offered exclusively by the responsible National IAESTE Committee abroad, which in turn arranges placements for German university students. Apart from those offered via this route, the IAESTE programme has no other internship places available for individual applicants.

### **Country-specific information, dates and deadlines, application address and advice**

- ≡ Precise information on when to submit applications is available from the National IAESTE Committee of the applicant's home country.
- ≡ Students of the stated subjects interested in a training placement in Germany should address the National IAESTE Committee in their home country. Addresses of the National IAESTE Committees and further information are available via Internet <http://www.iaeste.org>.



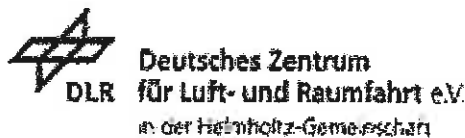


Deutscher Akademischer Austausch Dienst  
German Academic Exchange Service

[Startseite / Informationen für Ausländer zu Studium und Forschung in Deutschland / Stipendien finden / DLR-DAAD Research Fellowships in the fields of Space, Aeronautics, Energy and Transportation Research \[/deutschland/stipendium/datenbank/de/15370-dlr-daad-research-fellowships-in-the-fields-of-space-aeronautics-energy-and-transportation-research/\]](#)

## DLR-DAAD Research Fellowships in the fields of Space, Aeronautics, Energy and Transportation Research

'DLR – DAAD Research Fellowships' is a new programme implemented by the 'Deutsches Zentrum für Luft- und Raumfahrt' (DLR) and the 'German Academic Exchange Service' (DAAD).



DLR is Germany's national research center for aeronautics and space. Its extensive research and development work in **Aeronautics, Space, Transportation and Energy** is integrated into national and international cooperative ventures. As Germany's space agency, DLR has been given responsibility for the forward planning and the implementation of the German space programme by the German federal government as well as for the international representation of German interests. Approximately 7,400 people are employed in DLR's 33 institutes and facilities at 16 locations in Germany.

This special programme is intended for highly-qualified foreign doctoral and postdoctoral students as well as senior scientists. DLR-DAAD Fellowships offer outstanding scientists and researchers the opportunity to conduct special research at the institutes of the DLR in Germany.

DLR-DAAD Fellowships are defined and awarded on an individual basis. Each Fellowship announcement will indicate the specific qualification requirements and terms of the visit. The current offers are published under '[DLR-DAAD Fellowships - Current Offers \[/deutschland/stipendium/datenbank/de/15371-dlr-daad-research-fellowships-current-offers/\]](#)' on the homepages of the DAAD and the DLR.

### Fellowship Types and Duration

Type	Target Group	Fellowship Goal	Funding Duration
A	Doctoral Students	Doctorate in Germany	36 months
B	Postdoctoral Students	Research in Germany	6 to 24 months
C	Senior Scientists	Research in Germany	1 to 3 months

Fellowships are always awarded for the length of the research stay in Germany. The host DLR Institute and the fellowship candidate will agree upon the length of this term.

### Fellowship Value

Type	Monthly Instalment	Possible Additional Payments
A	1,365 Euros (plus allowance for materials of 102 Euros)	e.g. flat-rate travel allowance, health insurance, family allowances
B	2,000 Euros	none
C	2,300 Euros	none

### Application Requirements

At the time of their application, applicants for a DLR-DAAD Fellowship must

- be able to prove their outstanding study or research achievements,
- **Type A:** have completed their studies or research with a university degree,
- **Type B:** have completed their studies with a doctorate/PhD/Candidate (Russia),
- **Type C:** applicants must be working in higher education or at a research institute; positions are open to outstandingly-qualified academics and scientists who should generally hold a doctorate/ Ph.D.,
- have an excellent knowledge of English, please provide evidence of this through the submission of appropriate language certificates (e.g. TOEFL: 550/217); a knowledge of German is advantageous,
- have completed their last degree in the last six years (Type A) or have completed their doctorate in the last two years (Type B) or **assessed** individually according to prerequisites (Type C),
- not be of German nationality.

Special note for applicants from the field of medicine: A university degree is considered equivalent to the German medical practice licence, the Approbation – that is proof of at least seven years of medical training and the licence to practice medicine in the home country.

### Application Papers

Application papers must always be submitted in duplicate and in paper form. Applications by email cannot be accepted. Incomplete applications are not processed. To apply, please use the **form**

[\[/medien/deutschland/stipendien/formulare/dlr\\_daad\\_application\\_form\\_2013.doc\]](#).

Applicants are not required to submit any confirmation of academic supervision.

Applications may be submitted to the DAAD Regional Offices or directly to DAAD Head Office in Bonn, desk 522.

### Important Notice

By applying for a fellowship within the DLR-DAAD Research Fellowships Programme you give your consent to the DAAD to forward your documents and your personal details to DLR and its relevant institutions. The DAAD and the DLR will not pass on your details to third parties.

#### Application Deadline

The application deadline is mentioned in 'Current Offers'.

- **Current offers** [<http://www.daad.de/deutschland/stipendium/datenbank/de/15371/>]
  - Aeronautics
  - Space
  - Transportation
  - Energy

#### Contact

Mrs. Rebekka Kammler

Referat 522

German Academic Exchange Service

Postfach 200404

D-53134 Germany

Tel.: 0049 228 882 623

Fax: 0049 228 882 9623

E-mail: [specialprogrammes522 <at> daad.de](mailto:specialprogrammes522@daad.de)

#### FURTHER INFORMATION

- Deutsches Zentrum für Luft- und Raumfahrt (DLR)  
[<http://www.dlr.de/dlr/en/desktopdefault.aspx/tabid-10002/>]

Stand: 29.05.2013