



Application form

PROMOS scholarship programme 2025

☐ **Summer term** (stays abroad starting from 01 January)
☐ **Winter term** (stays abroad starting from 01 July)

Application deadline: 01.12.2024
Application deadline: 30.04.2025

Full name			
Matriculation number		Gender	F <input type="checkbox"/> / M <input type="checkbox"/> / D <input type="checkbox"/>
Birthday		Birthplace	
Address (street, postcode, town)			
Phone		E-Mail	
Nationality			
If the nationality is <u>not</u> German:	Do you have a German high school diploma (Abitur)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Do you have a German university degree (BA, MA)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Native language			
Are you applying for BAföG abroad?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Host country			
Teaching language			
Type of stay	Study programme: <input type="checkbox"/> Internship: <input type="checkbox"/> Specialised course (Fachkurs): <input type="checkbox"/>		
Level of study at the time of the stay		BA <input type="checkbox"/>	MA <input type="checkbox"/> PhD <input type="checkbox"/>
Host university/ institution			
Expected period of stay at the host institution*		from _____ (day/month/year)	to _____ (day/month/year)

*According to the Letter of Invitation or other documents that characterise the actual duration of the stay (an early or subsequent stay should not be taken into account here, only the official period of stay at the host institution applies)

Have you already received a PROMOS scholarship?

no ☐ yes ☐

☐ Study abroad

University year: _____

Period of stay in month: _____

☐ Internship abroad

University year: _____

Period of stay in month: _____

☐ Specialised course/ Fachkurs

University year: _____

Period of stay in month: _____

Please attach the following documents to your application:

- ☐ Current **certificate of enrolment**
- ☐ Current **transcript of records** (for combined degree programmes: transcripts of all subjects) including the **current overall average grade**
- ☐ **Tabular CV** (1–2 A4 pages), including evidence of extracurricular involvement, internships, or similar activities
- ☐ **Language certificate** for the language of instruction or work (e.g. DAAD language certificate – available via the language centre – or another certificate indicating the level according to the CEFR; **minimum level: B1; date of issue must not be older than 24 months**).
If the language of instruction or work is German, you will need to provide a certificate for English.
- ☐ If available: **Proof of preparation in the national language** (e.g. certificates of participation in language courses)
- ☐ **Motivation letter** relating to the academic relevance of your planned stay abroad (max. half to one A4 page per question)
- ☐ **Letter of acceptance** from the host university/institution or **proof of completed application** (e.g. copy of application documents)
- ☐ **Proof of academic relevance of your stay abroad**
 - For study visits and subject-specific courses: Learning Agreement
 - For internships: Confirmation from your academic department

Date, Signature of the Applicant