

PROMOS - Program for increasing the mobility of students of German institutions
of higher education

Scholarship Award Regulations

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1. General Eligibility

All students and doctoral candidates who are regularly enrolled at Göttingen University in a degree programme.

Exception: Non-German students, whose destination country for study abroad and/or internship is their home country (i.e. the country of origin) are excluded. Home country here refers to the center of one's life and not necessarily to the nationality.

2. Projects Eligible for Funding

The following projects are generally eligible for funding worldwide (please note the special conditions for semester scholarships and internships under the Erasmus+ KA103 programme).

Funding is only permitted, if no travel warning by the Federal Foreign Office is in effect for the region in question (www.auswaertiges-amt.de).

Tuition fees **cannot** be subsidized.

a) Study abroad

at foreign universities (for degree theses also at companies) with a funding duration from one to six months in monthly instalments and/or one-off travel allowances. Funding through semester scholarships is generally excluded for countries participating in the ERASMUS+ KA103 programme and Switzerland (exceptions: see "Erasmus+ and PROMOS"). Stay in the UK are eligible since April 2021. Stays abroad to work on final theses, on the other hand, are eligible for funding without restrictions (without course attendance).

Research for a final theses, which is not carried out at a university or a company, can exceptionally be funded if the relevant department fully supports the project and the students submit a detailed timetable, which can later be used to monitor success.

Doctoral students are **not** eligible for financial assistance for study or research abroad periods.

b) Student Internships

with a duration of funding from one to six months with monthly instalments and/or one-off travel allowances worldwide except for countries participating in the ERASMUS+ KA103 programme (exceptions: see "Erasmus+ and PROMOS"). Stay in the UK are eligible since April 2021

Please note: Internships matching specific DAAD (German Academic Exchange Service) programmes cannot be funded in PROMOS. This pertains to internships at international organizations (e.g. UNO), EU institutions and institutes and organisations managing EU programmes, at diplomatic representations of Germany, as well as German humanities institutes, Goethe institutes, and German schools abroad. Please apply directly to the DAAD.

Travel allowances for internships organised through IAESTE, AIESEC, bvmd (German Medical Students' Association), ZAD (German Association of Dental Students) and ELSA (European Law Student Association) must be applied for directly through said organisations.

Doctoral students are **not** eligible for financial assistance.

c) Language courses abroad

for students **and doctoral students** with a duration of funding from three weeks to six months with monthly instalments and/or one-off travelling allowances and/or a one-off course fee allowance of 500.- €. Only courses at public or private universities abroad are eligible for assistance; **no assistance can be granted for courses at other institutions**. In general, the course must contain a minimum of 25 hours per week.

d) Subject-related seminars abroad

for students **and doctoral students** with a duration of funding from 5 days to six weeks with monthly instalments and/or one-off travelling allowances and/or a one-off course fee allowance of 500.- €. Summer courses at foreign universities are for example regarded as subject-related seminars. **Participation in congresses and conventions is not eligible for funding**.

f) Contest tours

for a minimum of five students **or doctoral students** and a maximum funding duration of 12 days with a daily living allowance of 30.- € per person for travelling to EU countries, Iceland, Liechtenstein, Norway, Switzerland and Turkey. For all other countries, the daily living allowance is 45.- €. The contestants do not need to be accompanied by a professor or lecturer. Trips for participation in international student contests abroad, such as world championships in programming, EU simulation events, etc. are eligible for funding.

3. Funding rates

The funding rates are determined exclusively by the specific DAAD partial fellowship rates for each country, the DAAD travelling allowances, daily living allowances (for study trips) and the course fee allowance (see document "Allowances" on the homepage). The amount of these allowances is categorically not subject to change. Individual allowances can be granted (e.g. *only* travel allowances or *only* daily living allowances) and partial funding of the stay abroad is possible (e.g. actual duration of 6 months, funding for 4 months). Full **or** partial funding of tuition fees is **not** possible.

Please note: According to an agreement between the New Zealand Ministry of Education and DAAD, PROMOS scholarship recipients (similar to individual DAAD scholarship recipients) are generally only charged the lower tuition fees for national residents ("in-state tuition" or "domestic fee"). However, this must be clarified with the host university before the beginning of the stay. In case of problems, please contact the DAAD Department 513.

Special needs

Scholarship holders with special needs may apply for additional funding of up to 10.000 Euro, if the stay abroad causes additional costs not covered by any other institution. Furthermore, verification of your degree of disability (min. 50%) is required and evidence for your expenses in form of receipts is needed after the completion of your stay abroad.

4. DAAD Group insurance

Scholarship holders have the possibility of insuring their stay abroad via the DAAD group insurance (health, accident and liability insurance):

www.daad.de/versicherung/allgemein/bedingungen/en/14380-daad-insurance-destination-abroad/

5. Combination rules

a) PROMOS and PROMOS

PROMOS scholarships can generally be combined, however, the total duration of funding within one education segment (ending with the completion of a bachelor's or master's degree, diploma, state examination, etc.) must not exceed six months. In a new education segment, students can become eligible for PROMOS assistance again, even at the same university. Students can receive funding for "language courses", "subject-related courses" and "study trips" in spite of having already received funding for six months within the same educational segment (for example 6 months of study abroad + language course).

b) Erasmus+/SEMP and PROMOS

Funding of study abroad or internships in Erasmus+ programme countries or Switzerland is only possible if students are excluded from further Erasmus+ KA103 studies abroad.

c) Individual DAAD scholarships und PROMOS

Individual DAAD scholarships and PROMOS scholarships cannot be granted simultaneously.

d) BAföG and PROMOS

Domestic BAföG benefits are free of charge. Travel allowances and monthly subsistence allowances are exempt from offsetting up to 300 euros/month. The Bafög offices are responsible for offsetting.

e) Profitable employment abroad

While receiving the scholarship, any profitable employment is subject to prior approval by the university. The objective of the funded study abroad must not be jeopardized by the student's employment. In cases of doubt, the DAAD Department 513 must be informed. Compensation for internships of up to 512 Euros per month is exempt.

f) Deutschlandstipendium and PROMOS

Simultaneous funding through the Deutschlandstipendium and PROMOS scholarship is possible without exceptions.

g) Other scholarships and PROMOS

In case of public funding for the stay abroad through German sponsors or funding institutions, combination possibilities depend on the funding purpose. That is to say, funding through PROMOS

is not possible when German public funding is received for the same funding purpose. Students must also report funding through PROMOS to possible other sponsors or funding institutions.

Example: If your travel expenses are funded through other public funds, you are not eligible for PROMOS travel allowances.

Students who receive scholarships from programs such as the CSC, JASSO, EWHA Scholarship, Korea Kim Scholarship, DUO Korea Scholarship, One-Year Scholarship from the Embassy of the State of Israel, or have a teaching assistance position at one of our central US universities are eligible for the travel allowance, but are excluded from the monthly installments.

Other funding cases, international public and private scholarships, have to be coordinated with the International Office.

6. Selection procedure for individual scholarships

Decisive selection criteria within the University are the student's qualifications and performance, the relevance of the planned period abroad for his/her studies so far and for the faculty's internationalization strategy (see document "Internationalisierungsstrategie" on the PROMOS homepage), as well as the necessary language proficiency to master the stay abroad.

Additional secondary criteria may be: the degree of preparation (i.e.: intercultural trainings) including previous knowledge about the foreign university, in particular its facilities for instruction and research, qualifications outside the student's subject area and general personal attributes such as engagement in the support of international students, commitment in academic self-administration and higher educational policy, communication and interaction skills beyond the boundaries of the student's own subject-area, as well as other political, social or cultural interests and relevant engagement.

Assistance for **internships abroad** requires submission of a confirmation from the prospective employer or an internship contract signed by both sides specifying the type of employment, the duration of the internship and the remuneration for the internship, if any.

Assessment factors	Weighting factor	Assessment: please enter number between 1 (not suitable for funding) and 10 (very good)	Weighted Assessment
Assessment of academic performance in accordance with the university's grading standards and the number of semesters studied (see past test performances or intermediate exams etc.)	30%		0
Assessment of motivation, relevance of plans, language skills in working and national language, degree of preparation and extracurricular engagement	30%		0
Relevance of study abroad for the faculty's internationalization strategy (factors such as mobility through a partnership with another university, a double degree program, obligatory stays abroad, free mover etc. may play a role here)	40%		0
Total	Max 100		0

To apply for assistance (except study trips), please fill in the online PROMOS form (for link refer to the homepage). While filling in the form you will be asked to upload the following documents:

- letter of motivation explaining the relevance of the planned stay abroad in regards to your previous studies (max. 1 page)
- curriculum vitae in table form
- overview of examination results so far
- copies of degree certificates, if any
- evidence of language proficiency, extracurricular commitment and preparation measures (e.g. intercultural training, etc.)
- For research stays for theses that are not carried out at a university or research institution: letter of support from the department & detailed timetable
- for internships: confirmation letter from the prospective employer specifying the period and type of employment