



Sankt Augustin, September 2018

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## **Invitation to apply for scholarships under the DAAD-Programme PROMOS 2019: Study Abroad / Internships Abroad**

Hochschule Bonn-Rhein-Sieg University of Applied Sciences awards PROMOS scholarships to students who plan to study or intern abroad funded by the DAAD.

PROMOS scholarships are given based on professional and personal qualification. The monthly lump sum depends on the country of destination.

### Target Group

Applications are open to all enrolled students of Hochschule Bonn-Rhein-Sieg

- a) who have German citizenship
- b) are considered German according to § 8 Absatz 1 Ziffer 2 ff., Absatz 2, 2a und 3 BAföG (in this context the exact wording of the law is binding, see: <https://www.bafög.de/>)
- c) and non-German students enrolled in one of the degree programmes of the Hochschule Bonn-Rhein-Sieg with the aim of graduating at the Hochschule Bonn-Rhein-Sieg.

For students described under b) and c) a scholarship for a stay in their home country cannot be funded.

### Minimum Length of Stay, Scholarship Period and Deadlines for Applications

The minimum length of a stay abroad is three months; this may be shortened to a minimum of two months for final theses. A bachelor/master thesis undertaken neither at a university, a research institute or a company can only be considered as an exception if the department fully supports the project and students provide a detailed time schedule, which will later serve as the basis for quality control. Grants can only be awarded once per study cycle (bachelor or master).

The deadline for applications for a stay abroad beginning or ending in the summer semester 2019 is the **30 November 2018**.

The deadline for applications for a stay abroad from the beginning of the winter semester 2019/2020 is the **10 April 2019**.

### Funding Details

Subject to fund allocation by the DAAD grants are available for 1-3 months and/or a lump sum towards travel allowances for the following stays abroad **that are recognised as part of the respective bachelor's or master's degree programmes:**

- Grants for a study semester abroad
  - primarily at partner universities (a study semester at one of the partner universities under the Erasmus+ programme can only be funded, if the agreed number of places under the Erasmus contract has already been filled).
- Grants for an Internship/Practical Period outside Europe\*

It is not necessary to have secured an internship place at the point of application. This information needs to be provided by 31 January 2019 for an internship starting at the beginning of the summer semester 2019 or by 30 August 2019 for an internship starting at the winter semester 2019/20.
- Grants for writing a Bachelor/Master thesis abroad
  - primarily for stays outside Europe\*, in particular developing countries and threshold countries.

- Lump sum for travel expenses (only outside Europe\*)

Students who will not study at one of our partner universities must clarify the recognition of their courses with their department before applying for the scholarship.

If applicants already receive grants from third parties, the grant amounts may be adjusted accordingly.

### Application Documents

1. Motivational letter with description of the intended project abroad and detailed reason for application
2. Curriculum Vitae with photo
3. A reference by a department lecturer qualified to conduct exams (forms are available from our website: [https://www.h-brs.de/files/promos\\_gutachterformular\\_2019.pdf](https://www.h-brs.de/files/promos_gutachterformular_2019.pdf))
4. A comprehensive, up-to-date- transcript of grades in PDF, (correct term in the Student Information System is „Notenspiegel vollständig mit...“; please tick all boxes).
5. Print-out of Studienfortschritt\*\* including average grade
6. Valid enrolment certificate, if applicable, copy of bachelor certificate
7. Proof of proficiency in the language of the country or the project language according to the regulations of your department (proof in your transcript of records or a certificate from the Language Centre <http://www.h-brs.de/de/spz>, Please check exam dates at the Language Centre early.)
8. If applicable, details of the language ability in the language of the host country, if the project language is not identical with the language of the host country

### Address and Deadline for Submission of Applications:

Applications for the summer semester 2019 must be submitted by **30 November 2018 at the International Office**, quoting „PROMOS SoSe 2019“ on the envelope.

Applications for the winter semester 2019/20 must be submitted by **10 April 2019 at the International Office**, quoting „PROMOS WiSe 2019/20“ on the envelope.

Incomplete or late applications cannot be accepted for administrative reasons. Applicants have sole responsibility to make sure that their applications are complete. Students will not be advised to supply missing documents.

### Selection Process

Grants for the summer semester 2019 will be awarded by a selection committee called by the Hochschule Bonn-Rhein-Sieg in December 2018 or January 2019. Grants for the winter semester 2019/20 will be awarded by a selection committee called by the Hochschule Bonn-Rhein-Sieg in May or June 2019. Details of the selection process will not be communicated.

### Eligibility criteria:

The applications will be evaluated by the selection committee based on the following criteria:

- Previous academic performance and language skills
- Quality of your study plans abroad in your motivational letter
- Letter of recommendation
- Social engagement and extracurricular activities

\* including European countries that are not part of the eligible programme countries in the ERASMUS programme.

\*\* The print-out of Studienfortschritt is not available for the following degree programmes:

Diplom Wirtschaft PO 2004

MBA PO 2004  
Master of Science Autonome Systeme PO 2004  
Master of Science Komm.-syst. U. Netzw. PO 2007  
Master of Arts Intern.l Media Studies PO 2009  
Master of Science Technik- und Innov.komm. PO 2010  
Bachelor of Science Chemie Materialwissensch. PO 2004  
Master of Science Biomedical Sciences PO 2008  
Bachelor of Arts Sozialversicherung PO 2011