

International Office

**Application for scholarships for international students in the final stages of their doctoral degrees**

*Please complete this application form on the computer. You can write in any field which is marked in grey. In other fields, you should choose one of the pre-set options.*

**1. Personal Details**

|  |  |
| --- | --- |
| Surname\* |       |
| Maiden Name (if applicable)\* |        |
| First Name\* |       |
| Gender | Female / Male |
| Date of birth\* |       *(DD/MM/YYYY)* |
| Town & country of birth |       |
| Nationality\* |       |
| Marital status |   |
| Name of partner |       |
| Number of children |       |

**2. Term-Time Address**

|  |  |
| --- | --- |
| Street name & house number\* |       |
| Town & postcode\* |       |
| Telephone number |       |
| e-mail address \* |       |

**3. Bank Details**

|  |  |
| --- | --- |
| Account holder |       |
| IBAN |       |
| BIC |       |
| Name of bank |       |

**4. Doctoral Degree Information**

|  |  |
| --- | --- |
| Degree subject\* |        |
| No. of semesters as doctoral candidate at Uni Trier | Total:    | In current degree programme:    |

|  |  |  |
| --- | --- | --- |
| Date of expected completion | Year       | Month       |
| Topic of thesis |       |
| Supervisor of thesis |       |

|  |
| --- |
| Previously achieved qualifications\*: |
| Title of qualification |       |
| Subject |       |
| Awarding institution |       |
| Date of completion |       |

|  |
| --- |
| **A reference supporting this application will be provided by:** (usually supervisor of thesis)  |
| Name |       |
| Subject |       |

**5. Financial background**

|  |  |
| --- | --- |
| Have you previously received a scholarship / financial support?  | [ ]  yes [ ]  no |
| If yes: From which institution?  |       |
| Period of support  |       |

|  |
| --- |
| How are you currently financing your studies?*(Please enclose proof, e.g. copies of employment contract, scholarship agreement, correspondence from the Job Centre, Payslip of your partner).* |
| [ ]  Employment | monthly       €during term break      € |
| [ ]  Partner’s employment / income  | monthly       € |
| [ ]  Financial support from parents, relatives, others individuals  | monthly       € |
| [ ]  Financial support from institutions (e.g. scholarship programmes)  Name of institution/programme::       | monthly       € |
| [ ]  Unemployment benefits | monthly       € |
| [ ]  Savings  | monthly       € |
| [ ]  Student loan from the state | monthly       € |
| [ ]  Other loan | monthly       € |
| [ ]  Other Please specify:       | monthly:       € |
| Do you receive rent allowance of rent-free accommodation? [ ]  yes [ ]  no | monthly       € |

|  |  |
| --- | --- |
| Are you also applying for other support programmes?  | [ ]  yes [ ]  no |
| If yes: From which institution?  |       |
|  For which period?  |       |

**6. Justification for Application**

*(max. 5000 characters: the field below will expand when you type in it.)*

|  |
| --- |
|       |

**7. Declaration**

I confirm the accuracy and correctness of the data I have provided above. I understand that I am not permitted to receive this scholarship at the same time as being supported by a Teaching Assistantship, and that falsifying information on this application may lead to reclamation of all scholarship payments.

I pledge to inform the International Office of Trier University in writing about any change in my personal and financial situation, particularly regarding the acceptance of other scholarships and support.

I agree to the data I have provided in fields marked with \* being passed on to the sponsor of this scholarship (German Academic Exchange Service) for the purpose of subsequent contact between sponsor and scholarship holders.

I pledge to provide the International Office with a copy of my degree certificate on completion.

Signed by the scholarship holder

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in Trier, on \_\_\_\_\_\_\_\_\_\_

**Enclosed Documents**

Please note that your application can only be considered if you submit a properly completed application form along with the following documents:

[ ]  current certificate of enrolment at Trier University

[ ]  copy of previous degree certificates and other academic qualifications

[ ]  provisional time-table for the completion of your thesis (in monthly steps)

[ ]  CV with a passport photo

[ ]  evidence of current finances (e.g. pay-slip of your partner)

[ ]  reference from a professor (should be sent directly to the International Office, using the appropriate form)

[ ]  Summary of previously completed parts of the doctoral thesis and the remaining work required, alongside an individual statement regarding the progress of the thesis.

If possible, please also include the following:

[ ]  Registration of the topic of your thesis with the relevant dean’s office

**Please send your complete application and all relevant documents to:**

International Office

Trier University

- Promotionsabschluss-Stipendium -

Universitätsring 15 (Raum V20a, Sekretariat)

54286 Trier

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