

International Office

**Application for Scholarship for final stages of degree**

*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 |  |
| Account number (IBAN) |  |
| Bank sort code (BIC) |  |
| Name of bank |  |

**4. Degree Information**

|  |  |  |
| --- | --- | --- |
| Degree subject(s)\* |  | |
| Target qualification\* | O*ther, please specify,* | |
| No. of semesters as Uni Trier | Total: | In current degree programme: |

|  |  |  |
| --- | --- | --- |
| Date of expected completion | Year | Month |
| Topic of final dissertation |  | |
| Supervisor of final dissertation |  | |

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

|  |  |
| --- | --- |
| **A reference supporting this application will be provided by:** (usually supervisor of final dissertation) | |
| 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 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 or Stipendienstiftung Rheinland-Pfalz) 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 applicant

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Evidence of completed modules/courses and exams (students in Magister programmes should provide a table detailing courses, and copies of all certificates; doctoral students should provide a copy of their previous academic qualifications)

Provisional time-table for the completion of your degree (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)

If possible, please also include the following:

Registration of the topic of your final dissertation or final examination(s)

Overview of the courses you have completed but do not yet have a certificate for.

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

International Office

Trier University

- Studienabschluss-Stipendium -

Universitätsring 15 (Raum V20a, Sekretariat)

54286 Trier