

PERIODS ABROAD TO WRITE FINAL THESES

With PROMOS or DUE-Mobil, stays abroad with a duration of between one and six months at foreign universities or companies all over the world for the purpose of writing bachelor's, master's, *Diplom*, *Magister* or state examination theses can be funded.

These grants are not meant for holders to participate in classes at the host university abroad; the purpose of the stay abroad must be exclusively to write the final thesis.

As a rule, the admission requirements for the final examination must already be fulfilled at the time of application. Confirmation of the assignment of the topic for the final thesis must be presented. In cases where the examination regulations do not allow the topic to be disclosed beforehand, the relevant field or domain that the thesis topic is anticipated to be taken from must be stated in the application. The supervisor must confirm this statement in writing.

Please note: with the exception of medical students who pursue their doctoral degree alongside their regular studies, doctoral candidates cannot receive support through this line of funding.

APPLICATION REQUIREMENTS

- Application is open to regularly enrolled students if they hold German citizenship or have an equivalent status in accordance with Section 8(1)(2) et seq. or with either Section 8(2), (2)(a) or (3) of the Federal Training Assistance Act (BAföG), as well as to students who do not hold German citizenship but are enrolled with the purpose of obtaining a degree from UDE. Students who do not hold German citizenship cannot receive funding for stays in their home country. Their home country is defined as the country in which a student has been predominantly residing over the past five years.
- You must be enrolled as a UDE student in a bachelor's, master's, *Diplom*, *Magister* or state examination programme (no occasional or visiting students) during the entire period spent abroad.
- A good level of academic achievement is required.

SCOPE OF FUNDING

- The amount paid out for PROMOS/DUE-Mobil grants is exclusively based on the DAAD grant rates: partial grant for the stay abroad, partial mobility grant, lump sum for a stay and lump sum to pay for course fees (see the 'PROMOS grant rates' on the website). The grant rates themselves cannot be adjusted. However, it is possible to receive only individual benefits (e.g. lump sum for the stay abroad only or partial mobility grant only) or funding for only a part of your stay abroad (e.g. a period abroad of four months and funding for two months).
- Funding for final theses is possible in the form of the partial grant for the stay (€350–€550 per month depending on the host country) and/or the partial mobility grant (€250–€3,000 depending on the host country).
- Whether PROMOS or DUE-Mobil funding can be granted to candidates who already receive support for the same period abroad from other public funding sources must be assessed separately.

DOCUMENTS REQUIRED FOR APPLICATION

- The PROMOS or DUE-Mobil online application form
- An up-to-date CV
- A motivation letter containing the reasons why you want to go abroad and a description of what you plan to do there
- A Transcript of Records/university transcript (full list of credits obtained so far)
- Copies of your university certificates
- Proof of language proficiency: proof that shows your language skill level such as a DAAD language certificate, a TOEFL certificate, a certificate from the Institute for Optional Studies (IOS) or your higher education entrance qualification certificate
- Current certificate of enrolment at the University of Duisburg-Essen
- A self-written, well-grounded and comprehensive description of the project with a minimum length of two pages that explains both the intended contents and the methods and procedures to be applied, including a schedule of the project steps to be carried out abroad (if interviews are to be conducted, please also submit the questionnaire)
- Confirmation of acceptance and assignment of a thesis topic from the supervisor at UDE
- An expert opinion from the supervising academic teaching staff member who assigned the thesis topic that includes, in particular, an appraisal of the applicant's qualification, information on the implementation of the project (including the need for a stay abroad) and the submission deadline for the thesis
- Confirmation from the supervising contact abroad (received by post, fax or as a scan containing a signature)
- Receipts/confirmation of other funding if applicable
- **The faculties can request further documents.** Therefore, please take note of the information on the faculty webpages.

Please be aware that incomplete applications cannot be considered.