

International visiting scholarship

APPLICATION GUIDE

a) Aims and target group of funding

Research periods at foreign research locations are a central component of a career in research. The Faculty of Engineering offers outstanding young women researchers the possibility to apply for a **scholarship as a guest researcher abroad (international visiting scholarship)**. The funding is provided within the framework of the Zielvereinbarungen (target agreements) for 2023–2027 concluded between the Faculty of Engineering and FAU.

Funding is provided for **young female researchers** (from qualification level **advanced Master students** (Master's thesis must be written at FAU), **doctoral candidates**, **post-doctoral researchers**, **habilitation candidates** and **junior professors**) of the faculty to spend a period of time doing research abroad. Funding is only available for women who intend to pursue an academic career.

b) Amount of funding

A research stay abroad is supported by a scholarship of up to €1,500/month. The maximum funding rate per applicant is limited to €5,000.

Funding can only be provided subject to the availability of funds.

c) Application deadlines and scholarship allocation period

Applications for a scholarship can be submitted at any time. However, funding is subject to the availability of funds which are allocated on an annual basis. The application must be filed at least 10 weeks before the journey.

The committee of women's representatives at the Faculty of Engineering decides whether to approve or reject the application for an international visiting scholarship. The final approval is granted by the Büro für Gender und Diversity (Dr. Magda Luthay; Coordination Office of the Zielvereinbarungen).

d) How to apply

The person to contact for international visiting scholarships is:

Hanna Stöcker

Assistant to the Women's Representatives at the Faculty of Engineering
Dean's Office, Faculty of Engineering
Martensstr. 5a, 91058 Erlangen
E-mail: hanna.stoecker@fau.de
Phone: +49 9131 8527705

Applications may be submitted in either English or German. Please send the complete application by e-mail only (as a pdf file) to hanna.stoecker@fau.de.

Required documents:

- Letter of application covering the following points:
 - Motivation
 - Scientific relevance for future career
 - Details of any other scholarships or funding provided for the planned period of research
- Curriculum vitae and list of publications
- Description of the project
- Detailed breakdown of estimated costs showing how total sum has been calculated (please note that subsistence costs cannot be claimed for)
- Business travel authorisation form from the relevant Chair (form R0001, https://www.verwaltung.zuv.fau.de/personalhandbuch/dienst-und-fortbildungsreisen/formulare-dienst-und-fortbildungsreisen/#collapse_0)
Please note: We require two signatures + stamp of supervisor (at no I. Vorgesetzte/r (superior) and no. II Unterschrift Institutsleitung/ZUV (signature of Head of Institute/University Administration))

e) Claiming for expenses

After the journey, the scholarship holder is obliged to submit a brief written experience report within 4 weeks of completing the period of research abroad, for publication in TF News (please send by e-mail to hanna.stoecker@fau.de).

After the application for an international visiting scholarship has been approved, the approved sum for the scholarship is transferred as an advance payment to the applicant's private account. Please contact the coordinator for Zielvereinbarungen (target agreements), Dr. Magda Luthay (magda.luthay@fau.de). The advance payment cannot be made any earlier than six months before the journey.

For the cost accounting please contact:

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f) Private stays before/after the journey

If a private stay is planned before or after the research, costs should be broken down to compare travel costs in both instances (i.e. once with and once without the private stay).