

Emergency funds/ Scholarships for graduation for international students

The International Office offers limited funding for emergency funding and scholarships for graduation.

Emergency funding can be granted in one sum or for several months. It is granted in order to overcome unforeseeable urgent financial constraints which have not been caused by oneself and cannot be overcome by other means.

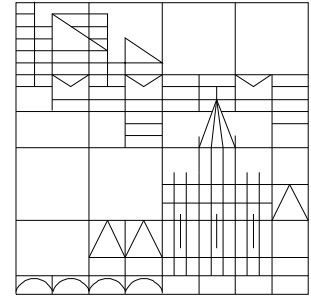
Scholarships for graduation should enable international students to prepare their final exams and thesis without financial pressure. They are granted according to the neediness, particularly to international students who have been relying on earning their own financial means. Scholarships are limited to **a few months**.

Applications are welcome at any time.

Exchange students / free-movers are not eligible.

For the application, you need the following documents:

1. Application form (page 2-4)
2. Explanation of the reasons of your application (see page 5)
3. CV (not hand-written)
4. enrollment certificate
5. Reference / letter of support of a university teacher/ study advisor (template „Gutachten“ / page 6 can be used)
6. Print out of transcript of records (StudIS)
7. Proof of financial means: statement of bank account(s) of last 3 months, statement of income/savings



Application for emergency funding / scholarship for graduation

1. Personal details

Family name: _____

First name: _____

Sex : _____ Date of birth: _____

Citizenship: _____ Place of birth: _____

Marital status: _____ Number of children: _____

Current address:

(Street)

(Postcode, Location)

Phone: _____ Email: _____

2. Education

Certificate of qualification for university enrollment (location, school, year, grade point average):

Attended universities:

Name and Location of university from to

1) _____

2) _____

Envisaged degree of your present study programme?

Magister State Examination Bachelor Master PhD

The current semester is your _____ semester in this subject and your _____ university semester in Germany.

Field of Study: 1. Major (if applicable 2. Minor subject):

1. _____ 2. _____

further minor subjects:

1. _____

2. _____

Last degree / examination obtained (Subject, Date, Grade):

- Intermediate Examination: _____

- Others (please enter): _____

Examination dates (Date, Subject): _____

Expected date of graduation: _____

Subject of your final thesis (if known already): _____

Thesis supervisor:

Reference requested from: _____

3. Financial Situation

What are your monthly expenses?

Rent (incl. additional charges): _____ EUR/Month

Living expenses _____ EUR/Month

Enrollment fees _____ EUR/Month

Health insurance _____ EUR/Month

Others _____ EUR/Month

How are you presently financing your studies? (please enter all relevant sources of income)?

- O Parents/Relatives: _____ EUR/Month
- O Scholarship: _____ EUR/Month
- O Work _____ EUR/Month
- O Others: _____ EUR/Month

Why did your financial situation change?

4. Amount and duration of the requested scholarship

For which period are you requesting a scholarship?

From _____ to _____
(Month/Year) (Month/Year)

Which amount are you requesting?

_____ EUR per month/ in one sum (please delete as appropriate)

Privacy rules:

Your application documents will only be used for this application.

Declaration of agreement:

I hereby confirm that my personal information is correct and complete. I am obliged to immediately report any changes of my financial situation to the International Office of the University of Konstanz.

I am aware that culpably incorrect or incomplete information, particularly concerning the financial situation, may lead to the loss of the scholarship and the obligation to refund all received payments.

Date _____

Signature _____

Explanatory statement for the application for scholarship (0,5 -1 page)

(may also be handed in on an extra paper)

Date _____

Signature _____

Hinweis für Lehrende:

Das Gutachten wird für die Bewerbung um eine Beihilfe zur Überbrückung von unvorhergesehenen und unverschuldeten Notlagen oder um eine Studienabschlussbeihilfe benötigt. Bitte das Gutachten direkt an das Auslandsreferat senden oder dem Bewerber/der Bewerberin im verschlossenen Umschlag aushändigen.

Dieser Vordruck soll nur als Anregung dienen. Er ist nicht zwingend zu verwenden.

Gutachten für:
(Familiename, Vorname)

Bitte berücksichtigen Sie folgende Punkte:

- Wann und bei welcher Gelegenheit haben Sie den Bewerber/die Bewerberin kennen gelernt? (z.B. in der Vorlesung, innerhalb eines Seminars etc.)
- Beurteilung der bisherigen Studienleistungen des Bewerbers/der Bewerberin
- Gesamteindruck (fachlicher und persönlicher Eindruck)

Ort, Datum Unterschrift:

Name:

Fakultät/Fachbereich:

Universität: