**Study completion / PhD completion grants for foreign students**

**-Application-**

Please submit a hard copy of the application including all documents to the International Centre of TU Bergakademie Freiberg. You may submit the application by email to Ms. Manuela Junghans (manuela.junghans@iuz.tu-freiberg.de) only if you are not in Freiberg at the time of application (e.g. because of an internship).

“I am an international student (more exactly: a student who received his/her university entry qualification in a country other than Germany or at a Studienkolleg in Germany) and am enrolled at the TU BAF.”

1. **Personal data**

Family name: First name:

Email address:

Date and place of birth:

Telephone number:

Address (street, number, postal code, place):

Citizenship: Matriculation number:

Family status: O Single O Married

Partner is living in Germany: Yes / No

Citizenship/occupation of marriage partner:

Number and age of children: Children are living in Germany: Yes / No

1. **Data concerning your studies**

Study program and semester / Department of your doctoral research:

Start of studies / doctoral research at TU BAF (day/month/year):

Intended degree (e.g. Bachelor, Master, PhD):

Anticipated end of studies / PhD at TU BAF (day/month/year):

Name of program coordinator or professor, who will provide the recommendation letter:

Name of supervisor of thesis (if applicable):

Home university (if you are studying in a dual degree program):

1. **Motivation for application**

Please explain, why you are applying for the study completion grant / PhD completion grant. Please list the exams / modules / classes and thesis (including the respective credit point) that you still need to pass before you can obtain your degree from TU Bergakademie Freiberg. Please also list the exams that you have taken (including credit points and grade, if available) that do not yet appear on your transcript of records at the time of application.

*Why are you applying for the study completion grant (please include the reasoning for applying for a grant for students in financial need)?*

*List of exams/modules/classes and credit points that still need to be passed before obtaining degree from TU BAF:*

*List of exams that have been taken, credit points (and grade), that do not yet appear on the transcript of records:*

**Please mention any voluntary engagement during your studies at TU BAF:**

I confirm that I will stay in Germany for the duration of the period for which I receive the financial support.

“I hereby confirm that the statements above are correct to the best of my knowledge and belief. I am aware that if I should render any incorrect information this will result in exclusion from the scholarship program. Further, I will then be obliged to return all of the received benefits. I pledge to inform the International Office immediately in writing about any changes that may arise. I am aware that there is no legal right to obtain the grant”.

Date Signature of Applicant

**Application submitted on:**

**Checklist of required documents**

* Application form completely filled in
* Certificate of enrolment (showing all semesters from the start of studies until the current semester and the semester of the planned funding period)
* Transcript of Records (showing all results including failed subjects and grades, ECTS version downloaded from Selbstbedienungsportal – online self-services for students)
* Overview of past and current funding
* Curriculum Vitae (CV)
* Time schedule for the completion of your final assignment and for the completion of your (doctoral) studies, respectively, agreed upon and signed by your supervisor
* Declaration on data acquisition
* Letter of recommendation by a TU BAF lecturer / your supervisor (please use the form which is available at <http://tu-freiberg.de/en/international/financial-support>)

(If you have started your thesis research, the recommendation letter should be provided by the supervisor.)