



PROMOS application for a study visit / periods abroad for writing a thesis

Requirements

You are eligible to apply for a PROMOS-Scholarship when are fully enrolled and are pursuing your degree at our university:

- Bachelor's degree: from the 3rd semester,
- Master's degree: from 01. semester, at least already one semester of attendance at the University of Leipzig when studying in an international Master's program

Your planned study abroad

- has a minimum duration of eight weeks full-time
- will take place outside the Erasmus+ eligible region,
- Thesis / student research projects that are not conducted at a higher education institution or company must have demonstrable unrestricted support from the department.

Checklist of application documents

Applications must include

1. **Applicant information**
2. **CV in tabular form**
3. **Certificate(s) of enrolment**
from Leipzig University for the **entire duration** of the period abroad.
4. **Overview of grades**
A printout of the overview of your grades in AlmaWeb may be submitted, provided that this offers a full record of the credits you have earned so far.

For master's students: please also submit a copy of your bachelor's certificate with an overview of grades.

5. **Project description**

Study plans at the host university (in the case of period of study abroad) or research project (in the case of a thesis) (one to two pages in writing)

For a thesis: also explain why the success of your thesis depends on your going abroad and include a project schedule for your time abroad (e. g. in a table)

6. **Form: language certificate for the language of instruction / working language**

or national language of the destination country, or alternatively an accepted [standardised language test](#)

Leipzig University's [Language Center](#) offers exams for language certificates. If you are studying the relevant foreign language, please contact a language teacher at your institute. If you are a native speaker, you do not need proof of your mother tongue.

7. **Proof of contact / confirmation of supervision** from the host university or supervisor abroad

8. **Form: study plan** detailing the lectures you intend to take abroad (in the case of periods of study abroad)