

## PROMOS partial scholarships 2025

Bielefeld University promotes international exchange and cultural openness. It is a top location in several fields of research with high international visibility, relevance and attractiveness. In order to achieve its internationalisation goals, Bielefeld University sponsors stays abroad for students with third-party funding means provided by the DAAD [German Academic Exchange Service]. The DAAD PROMOS programme finances international mobility where funding through the Erasmus+ programme is not possible, for example in countries outside Europe.

### Who can be sponsored?

Students of Bielefeld University of all subjects and degrees (Bachelor, Master, State Exam).

### For which countries?

Stays abroad of up to six months outside the Erasmus+ programme countries can be sponsored. Erasmus+ programme countries are

- EU Member States: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden
- as well as Iceland, Liechtenstein, North Macedonia, Norway, Serbia and Turkey.

### For which stays?

At Bielefeld University PROMOS funds are available for these study abroad stays:

- Study stay (3 - 6 months)
- Thesis or research stay (6 weeks to 6 months)
- Internship (6 weeks to 6 months).

Internships for which the DAAD offers the programme 'Short-term scholarships for internships abroad' are not funded, see [here](#).

### How much financial support is available?

The amount of funding depends on the destination country of the mobility: [Funding rates 2025](#).

Tuition fees are not sponsored. Stays that start in the second half of the year cannot be sponsored for longer than February 2026. Per study cycle (Bachelor, Master, State Exam) up to six months can be sponsored.

Students living with a disability or chronic illness can receive additional support. The International Office provides information about this possibility in cooperation with the ZAB.

### Application Periods:

- 18.10. - **15.11.2024** for stays starting in the first half of the year 2025 (January to June)
- 01.05. - **31.05.2025** for stays starting in the second half of the year 2025 (July to December)

### Requirements for an application: Personal

- Enrolment at Bielefeld University during the application and the entire stay abroad
- Bachelor's degree or state exam: application is possible from the 2nd subject-related semester on. Master's degree: application is already possible in the 1st subject-related semester.
- Very good study results
- Language skills in the language of work/teaching at a level of at least B1 (according to the Common European Framework of Reference for Languages)
- International students (without German citizenship) - studying at Bielefeld University in a degree programme - can only apply for projects outside their home country.

### Requirements for an application: General

- In case of a travel warning by the German Federal Foreign Office for the destination country or region, scholarships cannot be provided.
- As PROMOS funds are limited, Bielefeld University may only fund part of the stay, depending on the budget,
- There is no legal entitlement to a PROMOS scholarship.

### General application documents

The application is made via the application portal Mobility Online. You will need these documents in PDF format:

- Certificate of enrolment
- Copy of the Bachelor's certificate (Master's students)
- Letter of motivation
- Curriculum vitae
- Transcript of Records with grade point average (from the examination office)
- Proof of knowledge of the language of instruction/working language (at least B1)
  - German or English: no proof required
  - For other languages proof can be obtained from the Fachsprachenzentrum:  
<https://www.uni-bielefeld.de/einrichtungen/fsz/tests-and-certs/daad/>

### Application documents for a study stay (additional)

- Admission from the host university or other proof that you have been admitted to the programme
- [Learning Agreement](#)

### Application documents for an internship (additional)

- Certificate from the host department (company, NGO, etc.) with letterhead and precise details of the period, working language, payment

### **Application documents for a final thesis or research stay (additional)**

- Exposé and schedule
- Confirmation by the supervisor at Bielefeld University
- Confirmation by the supervisor at the host institution with exact dates

### **Application process**

Applications must be submitted via the [Mobility-Online application portal](#). The link will be activated four weeks before the application deadline.

The portal will guide you through the registration process. Once registration is completed, enter your personal data and upload your application documents. Please make sure that all scans are legible (resolution, direction of rotation). You will receive an automatic confirmation of receipt.

### **Selection process**

The International Office will review your application

- formal (application submitted on time? requirements met? documents complete?) and
- qualitative (study achievements, motivation letter)

You will receive the result by email no later than 6 weeks after the deadline for applications. Please do not enquire about the status of your application before this deadline.

If you are accepted, you will receive information on the amount of funding and the further process (payment of the scholarship etc.).

Please inform the International Office if the conditions of your application change:

- If you receive another scholarship for your stay abroad or
- the dates of the stay and/or the length of the stay abroad change from the dates in the application or the scholarship acceptance letter.

If you do not indicate these changes, your scholarship may be cancelled.

### **Combination with other funding**

If you receive funding other than PROMOS for your stay abroad, the International Office will check whether they can be used in parallel. Combinations of PROMOS and

- Deutschlandstipendium > Both grants can be combined.
- BAföG > Funding with PROMOS must be registered with the responsible office for BAföG abroad.
- DAAD scholarships > PROMOS cannot be combined with other DAAD funding programmes.
- Other grants (e.g. Studienstiftung, private foundations) > other grants for the same purpose cannot be combined. The International Office will check in each individual case.

If you have any questions about the application and other funding opportunities, please contact the International Info Point (<https://www.uni-bielefeld.de/international/go-out/>).