

HEINRICH J. KLEIN FOUNDATION

GUIDELINES FOR THE SELECTION OF SCHOLARSHIP RECIPIENTS (ACCORDING TO § 7 OF THE CHARTER OF THE HEINRICH J. KLEIN FOUNDATION)

A. DEFINITION OF ELIGIBLE APPLICANTS

People during their training and further education period going abroad for **one scientifically qualifying stay** (max. 12 months), in particular students (incl. PhD students).

Mainly, scholarships will be offered in the areas of Natural Sciences, Engineering, Technology and Business or Economic Sciences.

B. SCIENTIFIC STAYS ABROAD WHICH WILL BE SUPPORTED

Stays abroad which foster the scientific qualifications of scholarship recipients, as defined by the foundation objectives, e.g.

- **Project-related work assignments**
Direct work on a scientific project (in the sense of the goals defined by the foundation, also possible in cooperation with business)
- **Seminars**
Attendance of a scientific seminar related to the scholarship recipients' scientific work
- **Summer courses and semester exchanges**
At a university, (technical) college or any institute of comparable standard

C. APPLICATION PRE-REQUISITES

Application documents in writing (please submit the following mandatory documents in English only):

1. Letter of motivation (Why are you applying? What is the scientific purpose of your stay abroad? What are the potential starting and ending date, as well as the period of the stay abroad?)
2. Curriculum Vitae / Resume
3. One-pager of how you personally have been supporting international exchange by voluntary, extra-curricular or off-the-job activities
4. Certificates / References (max. your two most current documents)
5. Official transcript of records (current grades or last educational certificate) including grading scale
6. Letter of confirmation of the foreign university, institution or company (with reference to the scientific stay abroad you are applying for)
7. Overview of estimated costs for the stay abroad, incl. indication of sources (only additional costs compared to current living country, i.e. higher costs of living, including, without limitation, university fees)
8. Written confirmation that the stay abroad you are applying for is not being funded publicly or privately by other sources

D. FURTHER SELECTION CRITERIA

- Very good academic results (above average grades)
- Fluent English skills; if applicable adequate knowledge of another foreign language with regard to the planned stay abroad
- Candidates' identification with the objectives of the foundation
 - Future commitment to international scientific exchange
 - Social engagement, such as extra-curricular and off-the-job activities
- Willingness to prepare a final report for the Board of Trustees and a testimonial for publishing on the homepage of the Heinrich J. Klein Foundation

Mainz, 14.01.2020

BOARD OF TRUSTEES (Kuratorium)