

Grant Application

Travel Grants for conferences and research stays abroad in the framework of the DAAD program "IPaK"

The program "IPaK - Promoting International Doctorates at the University of Cologne" offers all doctoral candidates at the WiSo-Faculty travel grants for research stays and active participation in conferences abroad. The maximum funding period for research stays is three months, for conferences five days. The actual duration of the research stay or conference may exceed the funding period.

Please note: The amount of funding is calculated on the basis of the current travel expenses framework defined by the German Academic Exchange Service (DAAD).

1. Personal Data

Mr. / Ms. _____
 Last name _____
 First name _____
 Citizenship _____
 E-mail _____
 Phone _____

1.1. Address (Germany)

c/o _____
 Street & Nr. _____
 Post/Zip code _____ City _____

1.2. Bank Details

IBAN _____
 Account holder _____
 BIC _____
 Bank name _____

2. Dissertation

Working title

 Subject _____



First advisor _____

How do you finance your doctorate?

e.g. scholarship, research assistantship, private resources, other

3. Details on the proposed stay abroad:

Conference participation (funding for max. 5 days)

Country & city of destination _____

Conference title

or

Research stay (funding for max. 3 months)

Country of destination _____

Cities and/or locations

Requested duration of stay

from _____ to _____

Expected travel expenses (according to DAAD travel expenses framework).

(details provided in attachment)

_____ €

Have you received an IPaK travel grant for a conference or research stay abroad on previous occasions?

No

Yes, from _____ to _____

I hereby confirm that I am not receiving any other funding for the proposed conference or research stay.

Date: _____

Signature: _____



Attachments

Please apply for the funding of your proposed conference or research stay **until March 31, 2018**. Only complete applications can be processed. Decisions about applications are made by the Doctoral Degrees Board (Promotionsausschuss).

Please include with the application form:

- 1) **Detailed information about your motivation to take part in the proposed conference or research stay**, including the anticipated benefits for your project and/or your professional network (max. 1 page). For conferences, please include an abstract of your paper.
- 2) For research stays, please include a **letter of reference** from your advisor or an invitation letter from the designated research institution. For conferences, please include a **confirmation of the acceptance of your paper**.
- 3) a **time schedule** of the research stay or a **conference programme**
- 4) a **detailed calculation** of the expected travel expenses according to DAAD travel expenses
- 5) your curriculum vitae
- 6) **proof of enrollment** at the University of Cologne

Please note: If funding is granted, you are required to submit the following documents **at the latest two weeks after your return** without further request from the grant provider

- 1) a travel report (max. 3 pages) outlining the benefits of the conference participation or research stay for your dissertation project and/or your professional networking,
- 2) travel documents (booking confirmation, boarding pass, etc.).

Please mail your application to Dr. Dagmar Weiler at weiler@wiso.uni-koeln.de or send it to the following address:

**Universität zu Köln
WiSo-Fakultät
Cologne Graduate School (CGS)
Dr. Dagmar Weiler
Albertus-Magnus-Platz
D – 50923 Köln**

If you have any questions, please get in touch with the AMGC:
Saskia Pfeiffer, Tel.: +49 (0)221 470-5915, E-Mail: saskia.pfeiffer@uni-koeln.de