

## Research Stays for University Academics and Scientists • DAAD

### Overview

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DAAD grants provide foreign academics and scientists with an opportunity to carry out research and continue their education in Germany. There are funding programmes for various qualification phases and stages in a career.

The aim of this particular programme is to support short-term research stays and thus promote the exchange of experience and networking amongst colleagues.

#### Who can apply?

University teachers and established academics and scientists who have usually completed a doctoral degree and work at a university or research institute in their home country.

#### Note:

Former holders of fellowships from the Alexander von Humboldt Foundation are requested to contact first the Humboldt Foundation.

#### What can be funded?

- Research stays at state or state-recognised institutions of higher education or non-university research institutes in Germany. A research stay can also take place at several host institutions.
- Funding may only be claimed once within three years.
- Lecture tours or visits to congresses are not funded.

#### Duration of the funding

- One to three months; the length of the grant is decided by a selection committee and depends on the project in question and the applicant's work schedule.
- The grant is non-renewable.

#### Value

- Monthly payments of

2,000 euros for assistant teachers, assistant professors and lecturers,  
2,150 euros for professors

- Travel allowance, unless these expenses are covered by the home country or another source of funding
- Other payments cannot be made.

## **Selection**

An independent selection committee reviews applications.

The most important selection criteria are:

- academic achievements and recent publications which must be documented in the curriculum vitae and a list of publications
- a convincing and well-planned research project

## **Application requirements**

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### **What requirements must be met?**

- [list]Your PhD exam should be older than 4 years.

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- [list]Applicants from third countries or German applicants, who live in a foreign country, are asked to get in touch with the responsible branch office or section within the DAAD before they hand in an application to discuss possible special application requirements.

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- Applicants must work at a university or institute of higher education in their home country.
- The research project must be coordinated with an academic host institute in Germany. The applicant must be provided with a workplace.

### **Language skills**

- A German language certificate is not required. Though we assume that the applicant has contacted the German host institute in advance to make sure that the applicant will be able to communicate with his/her colleagues, e. g. in English.

## **Application Procedure**

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The application procedure occurs online through the DAAD portal. You are also required to send 1 copy/copies of the "Application summary" (PDF file), which is generated in the DAAD portal after the online application procedure has been completed, by post to the application address.

The access to the DAAD portal opens about 6 weeks before the application deadline.

To apply, please select the call for applications for this programme in the scholarship database ([www.funding-guide.de](http://www.funding-guide.de)). From here, you can enter the portal by clicking the tab "Submitting an application".

## **Application documents**

### **1. Documents to be uploaded to the DAAD portal:**

- Online application form
- Full curriculum vitae in tabular form (max. 3 pages)
- List of academic publications (max. 3 pages)
- Comprehensive statement about research project (max. 10 pages)
- Time schedule and itinerary (host institutes / academic hosts) of the planned research stay
- Letter from host confirming academic cooperation, which refers to the applicant's proposal and guarantees that a workplace will be provided

### **2. To be submitted by post:**

- The "Application summary", which is generated in the portal in PDF format and which can be printed out after the online application procedure is completed; please send 1 copy/copies to the application address.

## **Application deadline**

**April 1st** for research stays starting August 1st of the same year and January 15th of the following year;

**August 31st** for research stays starting between 1st February and 15th July of the following year.

## **Application location**

DAAD Information Centre Madrid

c/o Goethe Institute

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Calle Zurbarán 21

28010 Madrid

Spain

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Fax.: +34 91/7024 920

E-Mail.: [info@daad.es](mailto:info@daad.es) [<mailto:info@daad.es>]

WWW.: <http://www.daad.es> [<http://www.daad.es>]

## **Please note**

- Your application is only valid if you submit all the required documents to the DAAD portal (see Item 1) and by post (see Item 2). The postmark date serves as proof that the application has been dispatched on time.
- The DAAD portal closes at 24.00 hrs. Central European Time (CET) on the last application day, unless it is possible to submit applications on an ongoing basis.
- Late or incomplete applications cannot be considered. Applicants are responsible for ensuring that their applications are complete.
- The application documents remain with the DAAD. Data relating to applicants is saved by the DAAD in accordance with the Federal Data Protection Act insofar as this data is needed to process the application.

## Contact and Consulting

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### Information and advisory centres

DAAD Information Centre Madrid

c/o Goethe Institute

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28010 Madrid

Spain

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WWW.: <http://www.daad.es> [<http://www.daad.es>]

DAAD - Deutscher Akademischer Austausch Dienst (German Academic Exchange Service)

Section ST21 - Western, Central and Southeastern Europe

Mrs Veronica Metje

Phone: +49 (228) 882-528

e-mail: [metje@daad.de](mailto:metje@daad.de)

### More detailed information

- DAAD website section "PhD studies and research"  
[<https://www.daad.de/deutschland/promotion/de/>]
- Website "Research in Germany" [<http://www.research-in-germany.de/dachportal/en.html>]
- Website "Research Explorer" [[http://research-explorer.dfg.de/research\\_explorer.de.html](http://research-explorer.dfg.de/research_explorer.de.html)]

### Weitere Informationen EN

Further important information:

- The selection committee does not necessarily grant the whole submitted scholarship period and may also grant scholarships for shorter periods. The decision will be made by the selection committee on the basis of the submitted application documents and the available funds.
- The scholarship period should preferentially span full month periods (1st to 30th/31st). Applications for intra-month periods should be an exception.