

# PROMOS FAQs

## Who is eligible to apply for PROMOS?

Applications are open to regularly enrolled HU students of all disciplines who

- a) hold German citizenship.
- b) are of equal status to Germans according to § 8 paragraph 1 number 2 ff., paragraph 2, 2a and 3 of the BAföG. The exact wording of the law can be found at [www.das-neue-bafoeg.de](http://www.das-neue-bafoeg.de)
- c) are non-German students and university graduates who are enrolled at the Humboldt-Universität zu Berlin (HU) to obtain their degree at the HU or to complete a doctorate at the HU.

For the groups of people described in b.) and c.), stays in their country of origin cannot be funded through PROMOS.

## Can doctoral candidates apply for PROMOS?

Doctoral candidates can only be funded in the "Language Courses" programme line. They can also apply for annual and short-term scholarships directly at the DAAD (not through PROMOS).

## How much funding is provided?

Funding for study visits, theses and internships includes a partial scholarship rate of **€ 350 to € 550 per month** (*Teilstipendienrate Aufenthalt*) and/or a country-specific travel allowance (*Teilstipendium Mobilität*). Due to the high number of applications, scholarship holders who complete a semester stay or internship receive a **maximum of three monthly scholarship installments**.

Language courses are funded with a standard course fee allowance of € 500 and/or a country-specific travel allowance.

## Can I apply for a semester of leave of absence (*Urlaubssemester*) for my PROMOS-funded stay abroad?

Yes, but please note the following: During the leave of absence, the right to attend courses and complete compulsory internships (which are part of the degree programme according to the subject-specific study or examination regulations) is suspended. The right to register for and take examinations remains in force as long as the exam admission requirements were acquired before the start of the leave of absence.

## Can I apply for PROMOS if I receive international BAföG? (Auslands-BAföG)?

If you receive international BAföG (Auslands-BAföG), you can also be funded through additional scholarships. You can receive up to € 300/month without any deductions from your BAföG funding rate. The PROMOS travel allowance will be deducted from the travel

allowance granted through international BAföG. If you receive international BAföG, you must state this in your PROMOS application. The international BAföG office (Auslands-BAföG-Amt/Studierendenwerk) is responsible for calculating the amount of the international BAföG grant. You must inform the international BAföG office in case you are awarded a PROMOS scholarship.

### **Can I combine the PROMOS scholarship with the Deutschlandstipendium?**

Yes, the Deutschlandstipendium and PROMOS scholarships can be received simultaneously without restriction.

### **Can I apply for PROMOS if I receive support from other public funds?**

It is not possible to receive additional funding from other public funds at the same time. Please indicate in your application if you receive other scholarships (e.g. from the DAAD or from the *Begabtenförderwerke*, etc.). However, partial funding can be considered if your current scholarship/funding is restricted, e.g. only covers the living costs or only covers travel costs.

### **Can I receive PROMOS funding several times?**

Yes, but the total funding period for study and/or internship stays within one educational stage (Bachelor's, Master's, Diplom, Magister, state examination, etc.) may not exceed **six months** in total (for example: three months of funding for a semester abroad and additionally three months of funding for an internship abroad). Within a new educational phase, students can again receive PROMOS funding for a maximum of six months.

### **Can I apply for PROMOS funding if my stay abroad has already started?**

No, you must apply for funding before the start of your stay abroad. If your stay extends over two mobility periods, please apply for the period in which the start date of your stay falls.

### **Do I have to submit proof of language proficiency, even if I study the language as my main or second degree subject (*Haupt- oder Zweitfach*)?**

Yes, unless you can submit proof of

- completion of a university degree in the foreign language
- in some cases, completion of a high school diploma (*Abitur*) in the foreign language

A previously obtained language certificate should not be older than two years.

We recommend taking the DAAD language certificate at the HU Language Center (<https://www.sprachenzentrum.hu-berlin.de/de/startseite>)

### **Can I apply for PROMOS if my study visit will last longer than one semester?**

No, this is not possible at Humboldt-Universität. However, it is possible to apply directly for

the DAAD annual scholarship (*Jahresstipendium*) for students of all disciplines. Please consult the DAAD in advance about the deadlines.

Exception: If you have applied for the *DAAD Jahresstipendium* and have been rejected, you can apply for a PROMOS scholarship. The maximum funding period is three months.

### **Can a semester abroad within Europe be funded through PROMOS?**

A semester or internship in Europe can only be funded if the destination country does not belong to the ERASMUS region (Erasmus+ Programm- und Partnerländer).

### **Do I have to complete the semester abroad at a partner university of HU to be able to apply for PROMOS?**

No, you can also apply for PROMOS if you organize the semester abroad yourself as a freemover.

### **Can tuition fees at a university abroad be covered by PROMOS?**

No.

### **For which languages can language courses be funded?**

Due to their particular importance for the university, language courses for Arabic, Chinese, French, Spanish, Russian, Turkish, Swahili and Hausa are particularly eligible for funding (please contact the PROMOS office if necessary).

Funding could also be provided, for example, for an intensive language course before an Erasmus stay.

Language courses in English are generally not eligible for funding.

### **What requirements must be met for an intensive language course to be funded?**

Only intensive language courses at universities and established language institutes abroad are eligible for funding (in accordance with DAAD guidelines). The course must last at least 3 weeks (21 days) and have a course workload of at least 25 hours per week.

### **What needs to be considered for the funding of final theses?**

Applicants are responsible for finding a suitable course, registration and all formalities related to the organization of the stay.

The stay must last at least one month and be justified by the preparation of the final thesis. The stay is only intended for the preparation of the thesis, i.e. regular university courses may not be attended.

The study proposal should include a description of the preparatory work and a detailed schedule.

When planning field research, please note that you will need a confirmation of a local supervisor/contact person in your application.

### **What requirements must an internship fulfill in order to be funded?**

The program supports internships outside the ERASMUS region (*Erasmus+ Programm- und Partnerländer*).

This does not apply to internships that are eligible for a specific DAAD funding program. This includes internships at EU institutions, institutions and organizations that administer EU programmes, German missions abroad and the German Humanities Institutes, Goethe Institutes and German schools. In this case, please apply directly at the DAAD for the relevant funding program.

The internship must last at least 6 weeks in order to be eligible for funding. The internship must be completed in full-time.

### **Does it have to be a compulsory internship (required by the study regulations)?**

No, you can also complete a voluntary internship and receive funding via PROMOS. However, your faculty or institute should confirm that the internship is a useful addition to your studies. You can use our template "Confirmation from the university about the relevance of an internship".

### **Which criteria are considered when selecting applicants?**

The following criteria are considered in the selection process:

- Academic qualification
- Presentation and quality of the planned stay abroad
- Reasonable integration of the stay into the studies at HU
- Relevance of the stay for the studies/career path
- Language skills (language of instruction or working language as well as everyday language)
- Social, political, cultural engagement

### **Can stays in the United Kingdom be funded through PROMOS?**

Since 2023, PROMOS funding is available for stays in the United Kingdom.