

## Application Instructions

Candidates for the scholarship can only be suggested by the universities on the basis of a department proposal. Self-nominations by students will not be accepted [exception: children of employees of the Talanx Group, see call for application].

### Required Application Documents

Nominations are to be submitted in writing to the Talanx-Stiftung at the Stifterverband für die Deutsche Wissenschaft. Documents to be included are:

- Curriculum Vitae (in table form) with photograph
- Diploma(s)
- Transcript of records including information on the course of studies, degree pursued, number of semesters studied and credits received
- At least one recommendation by a professor of a relevant discipline
- Meaningful and documented information on the financial and social situation (tax assessment of parents, Bafög or other financial help granted)
- Information on the social commitment of the candidate (if applicable)

To extend an existing scholarship the same documents are to be handed in with the addition of a 2-4 page interim report on the course of studies.

Applications for stays abroad require additional information explaining the study project and estimated costs.

### Format of Application

As the submitted documents will be copied several times please follow the instructions listed below that ensure a smooth evaluation of your application:

- No staples or paper clips
- No double sided copies
- Only A4 format
- No transparent sheet protectors
- No binders

Please use the “Application Form” as cover sheet for your application, which you can download as PDF or Word document at [www.talanx-stiftung.de](http://www.talanx-stiftung.de).

**Please note that applications that do not comply with above format will not be accepted.**

Submitted applications will remain at the Stifterverband für die Deutsche Wissenschaft and cannot be returned.

## **Closing Date**

The board of directors of the foundation decides biannually (in January and July) on the granting of the scholarships. Thus applications and extensions for financial support by the foundation are to be handed in at the latest by May 31 or November 30 respectively.