

Short scholarships at the Academy of Mission at Hamburg University

in the version of 29.10.2004 (revision on 8.7.2013)

1 Purpose and duration of scholarship

- 1.1 Short scholarships are intended to enable in-depth thematic and methodological study for the scholarship holders' doctoral projects and likewise to foster exchange between the academic institutions involved. They offer suitable applicants from universities outside Europe the opportunity to spend a period of generally six months at the Academy of Mission.
- 1.2 The scholarship is not limited to any particular event and is paid for a period of six months. The scholarship shall begin with the month of entry and conclude with the month of leaving the country. If entry is in the first half of the initial month, the scholarship will be paid for the whole month. If the entry is in the second half, the only half the monthly amount will be paid. Similarly, at the end of the scholarship half of the monthly amount will be paid if the scholarship holder leaves the country in the first half of the month, and the whole amount if he/she leaves after the middle of the month.

2 Prerequisites

The awarding of a short scholarship is subject to the following requirements:

- 2.1 applicants are following a doctoral course at a recognised training institution,
- 2.2 studying at the Academy of Mission at Hamburg University will advance the doctoral project,
- 2.3 the competent supervisors – higher educational institution, professors in charge – are in favour of the study abroad,
- 2.4 applicants have the appropriate academic prerequisites,
- 2.5 applicants have sufficient language skills to benefit fully from of the programme.

3 Application documents

When applying for a short scholarship at the Academy of Mission, please submit the following:

- 3.1 Summary description of current research project,
- 3.2 Approval of study abroad by the professor supervising the ongoing academic research,
- 3.3 A letter of motivation to justify a research period at the Academy of Mission, and
- 3.4 a tabular c.v. with a photo.

The application should be addressed to the heads of study (application@missionsakademie.de).

4 Support by the Heads of Studies

During the short scholarship, the Heads of Studies of the Academy of Mission at Hamburg University will provide assistance with

- 4.1 introduction to the semester and academic life at Hamburg University and the Academy of Mission, depending on the scholarship holder's language skills,
- 4.2 contacts to professors, mainly in the Department of Protestant Theology at Hamburg University, as well as to other persons with whom meetings and conversations would be helpful for the research project,
- 4.3 continuing support during the study abroad,
- 4.4 towards the end, an appraisal talk with the scholarship holder on the basis of a written report by him/her which will become part of the documents. This conversation is part of the Heads of Studies' advice and support, and will not involve an assessment of the scholarship holder.

5 Financial payments

The scholarship is only granted on an individual basis, with the following financial payments and possibilities:

- 5.1. monthly grants of EUR 1.020,00
(EUR 350 management costs shall be retained for one-room accommodation);
- 5.2 costs arising in the process of obtaining a visa may be covered by the Academy of Mission on **previous** application to the Heads of Studies and on obtaining their approval,
- 5.3 travel costs from the home country to Hamburg and back,
- 5.4 health insurance costs during the study abroad and
- 5.5 semester fees for enrolment as a visiting student (auditor);
- 5.6 costs of up to EUR 250 for study trips within Germany (not exceeding four weeks absence) may be covered, on due application, as long as budgetary funds are available;
- 5.7 a EUR 100 deposit for the use of accommodation will be retained from the first two monthly grants and reimbursed if no damage has occurred to the rooms used (including bathroom, kitchen and common rooms) and their furnishings, thus involving no repairs costs.

6 Exclusion clause

The scholarship shall comprise no additional payments, in particular not

- 6.1 for a language course in Germany,
- 6.2 for possible regular financial obligations of scholarship holders which they also have to meet during the period of the scholarship.