



Application form for Mentees

Mentee (name and first name):

I. Type of Funding

As a member of the LMU Mentoring Program I would like to apply for:

Requested	Funding	Amount	Required information
☐	Student assistant	/hrs per week	Task:
			Period: —
			Name of the prospective assistant:
			Email of the prospective assistant:
☐	Travel Grant ¹	€	Destination:
			Period: —
			Breakdown of expected total costs:
			Required documents: — Invitation: ☐ Attached ☐ Pending — Program: ☐ Attached ☐ Pending — Justification: ☐ Attached ☐ Pending

¹ The granting of travel allowances and reimbursement of travel expenses is governed by the Bavarian Travel Expenses Act. Mentees with an employment contract (this also applies to student assistant contracts) must apply for travel authorisation before travelling (F70).

☐	Event Funding	€	Event title:
☐	Literature Funding	€	Requested Literature:
☐	Service Contract	€	Arrangement:
☐	Coaching / Individual mentoring	€	Provider:
☐	Networking Funds	€	Format:
☐	Childcare Allowance ²	€	Period: —
☐	Other Funding	€	Description:

² The childcare allowance amounts to a maximum of 300 euros per grant and is awarded up to twice per year. Please note that it is subject to specific regulations, which are specified [here](#).

III. Mentee's Justification

(Please use an additional sheet if necessary. Applicants are asked to provide a justification that is proportionate to the amount of funding requested. For higher amounts, a more detailed explanation of the relevant academic context, the specific need addressed, and the expected contribution of the Mentoring Program to the applicant's academic development is expected. Where applicable, applicants should briefly indicate why these needs cannot be fully met through existing institutional or informal support structures.)

Justification of the need for LMU Mentoring support for mentee's academic career:	
Date:	Mentee's signature:

II. Mentor's Agreement

Mentor (name and first name):	
☐	I support my mentee's application for funding and kindly ask to assign the funds accordingly after submitting the original receipts or to arrange for a work or assistant contract to be drawn up.
Justification of the need for LMU Mentoring support for mentee's academic career:	
Date:	Mentor's signature:

IV. Mentoring Program Administration

☐	The committee's approval has been obtained.
Comments:	
Date:	Administration's signature: