



## Call for Scholarship Applications for International Students / Doctoral Students at LMU Munich

### Assistance in Case of Financial Difficulty

Granted by  
LMU Munich through funding from the State of Bavaria (subject to approval of the scholarship funds of Bavaria)

#### Who can apply:

Students / doctoral students (not including students on preparatory courses, exchange students, program students) who are registered at the time of application for regular full-time study programs. The student:

- a. must be enrolled, in the second consecutive semester of a degree program at LMU, as a general rule; the study period may not exceed the standard period of study.
- b. has not taken their Abitur (higher education entrance qualification) or/and has not gained a German university degree in the Federal Republic of Germany (or in a German school in a foreign country).
- c. has no entitlement, statutory or otherwise, to financial aid, such as "BAföG";
- d. is able to demonstrate financial need;
- e. has not received a total of 30 months of funding support or three full-year scholarships (regardless of the organization providing the funding);
- f. has not received this funding;

#### Application Documents:

1. CV
2. Letter of Motivation
3. Statement of financial need, including your latest bank slips which confirm your financial difficulties.
4. A recent letter of recommendation by an instructor in the applicant's major, addressing his/her academic abilities and achievements during one of the last 2 semesters.

The letter of recommendation must be written or additionally signed by LMU teaching staff. The evaluator should submit the completed form by e-mail to Ms. Maj-Catherine Botheroyd-Hobohm ([Gutachten.International@lmu.de](mailto:Gutachten.International@lmu.de)) with the subject "**Reference**".

**Please note:** The International Office (Ms Maj-Catherine Botheroyd-Hobohm) is unfortunately unable to provide information on the receipt of the letter of recommendation. Please contact your evaluator in this regard.

5. All assessments (e.g. LSF- transcripts and/or documentation of course credits [“Scheine”]), copies of mid-term reports, intermediate diploma, or similar documents).
6. Confirmation of university enrollment for the current semester
7. Copies of the applicant’s passport and residence permit
8. If applicable, please submit the following: If married: Marriage certificate and proof of financial need from spouse
9. Birth certificates for applicants with children
10. Registration certificate of the spouse and child/children if residing in the Federal Republic of Germany.
11. If the respective spouse is currently a student: Certification of university enrollment of the spouse for the current semester.

### **Application period: see website**

#### **Please note:**

- A consultation at the International Office (room G 017) is required prior to submission of the application on the online-portal.
- Applicants can submit their application documents electronically. Please ensure that the documents are **completed and submitted in time. Incomplete documents cannot be processed and will result in the application being rejected.** It is the responsibility of the applicant solely to ensure that all application documents are complete.
- The electronic application form is available at the following internet address: <https://www.efv.verwaltung.uni-muenchen.de/nothilfeneu/ldap>
- The International Office Advisory Committee will decide on the scholarship applications; no reason for its decisions will be given. An email will be sent to your LMU campus address informing you whether your scholarship application has been successful.
- Scholarships are granted due to availability, applicants have no legal entitlement to scholarship funds.
- **Scholarships will not be awarded to applicants already in receipt of other funding, regardless of the source.**
- Please address any queries to Mrs. Maj-Catherine Botheroyd-Hobohm (E-mail [Botheroyd-Hobohm@lmu.de](mailto:Botheroyd-Hobohm@lmu.de)).