



LUDWIG-  
MAXIMILIANS-  
UNIVERSITÄT  
MÜNCHEN

INTERNATIONAL OFFICE  
INTERNATIONAL OFFICE ADVISORY COMMITTEE



**Call for scholarship applications  
from international students / doctoral students  
at Ludwig-Maximilians-Universität München**

**SIST LMU Study Scholarship**

Ludwig-Maximilians -Universität München scholarships  
funded by the Federal State of Bavaria  
for summer semester 2023 and winter semester 2023/2024

The funding amounts to a max. of €650 per month for a period of up to ten months.

**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 a regular full-time study program and

- a. have completed at least two semesters. You should be in the third semester (BA, state examination, teacher education program, PhD or diploma at LMU with above-average results). Master students can apply in their first semester;
- 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. are not entitled to statutory or other financial support, e.g., BAföG;
- d. are able to demonstrate financial need (based on the maximum BAföG rate of €934. In individual cases, this rate can be exceeded.)
- e. have received less than 30 months of funding or three one-year scholarships (regardless of organization providing funding);
- f. do not earn more than 520€ per month.

**Application documents:**

1. Detailed CV with photograph
2. Letter of motivation
3. Statement on financial need
4. Two recent references from two members of LMU teaching staff (major subject and minor subject if available) describing the applicant's academic ability and academic achievements during *summer semester 2022* or *winter semester 2022/2023*.
  - a. If you have **only one major**, you need **two recent references from that major**
  - b. If you have **two major subjects**, you need **one reference from each major subject**
  - c. If you have **one major and one or two minors**, you need **one reference from the major subject and one from a minor** subject.

Both references must be written and countersigned by LMU teaching staff. The references

must also be stamped with the institute stamp. The referees should send the completed reference forms by e-mail to Mrs. Maj-Catherine Botheroyd-Hobohm ([Gutachten.International@lmu.de](mailto:Gutachten.International@lmu.de)) with the subject "Reference".

## **Deadline is February 28<sup>th</sup> 2023**

**Please note:** The International Office (Mrs. Botheroyd-Hobohm) cannot give you any information concerning references. Please contact your referees.

5. Proof of all completed courses (e.g., transcript from LSF account and/or course certificates), copies of (diploma) intermediate examination certificate and similar documents, as well as bachelor's certificate, *(if available)*.
6. Registration certificate for the current semester.
7. Copies of passport and visa.
8. Marriage certificate, for married applicants and proof of financial need from spouse
9. Birth certificate(s), for applicants with children
10. Residence registration certificate (*Meldebescheinigung*) for spouse and children if they are resident in the Federal Republic of Germany
11. Spouse's registration certificate for the current semester, if LMU student.

## **Application period: January 15<sup>th</sup> - February 28<sup>th</sup> 2023**

### **Please note:**

- Applicants can submit their application documents electronically. Please ensure that the documents are **completed in full and submitted on time. Incomplete documents cannot be processed and will result in the application being rejected.** It is the sole responsibility of the applicant to ensure that all application documents are complete.
- The electronic application form will be available from *January 15<sup>th</sup> 2023* at the following Internet address: [https://www.efv.verwaltung.uni-muenchen.de/users/sign\\_in/ldap](https://www.efv.verwaltung.uni-muenchen.de/users/sign_in/ldap)
- The International Office Advisory Committee will decide on scholarship applications at its annual meeting; no reason for its decisions will be given.  
**An e-mail will be sent to your campus address in June/July informing you whether your scholarship application has been successful or not.**
- 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 *Ms. Maj-Catherine Botheroyd-Hobohm* (E-mail: [Botheroyd-Hobohm@lmu.de](mailto:Botheroyd-Hobohm@lmu.de)).