

Please send **original** application documents via post:

Albania SurPlace Scholarships
 Dr. Eda Terezi
 c/o DIHA German Association of Industry and Trade in Albania
 Rr. Skenderbej 4/7
 Tirana

And via email:
terezi@wusgermany.de and loch@wusgermany.de

Application for an Albania SurPlace Scholarship

For WUS use only:

ALB-Number:

Application-Date:

1. Applicant

male:

female:

Surname:

Title:

First name:

Date of birth:

Place/country of birth:

Nationality:

Address:

Street:

Town:

Tel.:

Mobile:

Email:

Please insert a picture of yourself

2. Educational background:

2.1 Education (University or college, degree obtained, year):

Highest degree completed: Doctorate _____ Master _____ Bachelor _____ Other _____

Expected date of graduation: _____ (Month/Year)

2.2 Professional occupation (including student jobs, internships. Please mention the name of the institution/company, your position and the year of this occupation):

2.3 Command of language

German: good fair poor

Englisch: good fair poor

Other languages:

: good fair poor
 : good fair poor
 : good fair poor

3. Motivation-letter

One of the criteria to be awarded the scholarship is that you express your potential to obtain good job opportunities afterwards. Please outline your future career plans or intentions, and explain how you will achieve your professional goals:

4. Application for the scholarship

(Please choose between the three scholarships listed below and explain why you want to apply)

4.1 Application – scholarship for a student internship (Please describe the desired internship, how it is related to your study program and which are the advantages for your professional future):

or

4.2 Application – career selection grant

(Please describe which steps you intend to take for your future professional career and in how far this scholarship will help you in achieving these milestones):

or

4.3 Application – business start-up grant

(Please describe your start-up idea. If you have yet to design your proposal, please describe the field you would like to set up business in. In these descriptions, please explain any new or changed directions you have decided to take in your studies and / or research and any unexpected challenges you have come across in your work or at your university.)

or

5. Application of former Students from Hesse, Germany

5.1 Study / professional profile: (Please give information about your former study or profession in Hesse, duration and time (month and year) of stay)

6. Further Details:

6.1 Active memberships, special interests, or extracurricular activities:

6.2 Any other relevant educational, academic and professional experience or training:

6.3 The scholarship-application was suggested by: / I got the information from:

7. Other support

7.1 My education in Albania was/is financed by a grant from
(Name of organization, duration of grant)

7.2 I have already stayed / studied abroad
(Place/country, type of your stay abroad, organization, duration):

If you have received assistance from other organizations during your stay abroad, please state the type and duration of assistance:

8. Declaration

I hereby declare the information given above and in the appendices to be true and complete. Furthermore, I have been informed that this application can only be completed when all documents in section 9 have been submitted. I confirm that I am aware of and accept the terms and conditions of the surplace-program.

I agree to the storage of all data contained in this application form and the appendices by WUS and all other parties involved with the processing of this application, and that this data as well as the decision about the application including reasons for the decision may be passed on to all parties involved in the implementation of this programs as well as those persons/institutions required for the decision making and also to the State Audit Office.

Location, Date

Applicant's signature

9. Application checklist

Please note that processing your application is not possible without all these documents. Thank you.

Application documents	attached	will be submitted later
1. CV (English) in tabular form (personal data sheet)	<input type="checkbox"/>	<input type="checkbox"/>
2. School, further education and training certificates, certificates of other activities	<input type="checkbox"/>	<input type="checkbox"/>
3. Photocopy of a valid passport / or ID-Card	<input type="checkbox"/>	<input type="checkbox"/>
4. Certificate of enrolment at current University	<input type="checkbox"/>	<input type="checkbox"/>
5. Professor's recommendation for a grant (in English or Albanian)	<input type="checkbox"/>	<input type="checkbox"/>

Documents related to the particular scholarship scheme

1. Internship-scholarship:		
• Internship contract	<input type="checkbox"/>	<input type="checkbox"/>
OR		
2. Career selection grant:		
• depiction of application history	<input type="checkbox"/>	<input type="checkbox"/>
• planned activities in tabular form	<input type="checkbox"/>	<input type="checkbox"/>
OR		
3. Business start-up grant:		
• illustration of project idea	<input type="checkbox"/>	<input type="checkbox"/>

Documents related to former scholarship in Hesse/Germany

• Distribution of old enrolment certificate (Hessian University) (copy of student card)	<input type="checkbox"/>	<input type="checkbox"/>
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via post and Email to:

Office in Tirana:
 Albania SurPlace Scholarships
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Only via email to:

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 Petra Loch
 Goebenstraße 35
 65195 Wiesbaden
 Tel.: ++49 611 9446051
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Email: loch@wusgermany.de
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