

The Marshall Plan Foundation provides scholarships for MUL students, who plan a research stay at a US–American university (outgoing MPS student). Students from a US-American university can apply for an MPS scholarship at MUL under the same conditions (incoming MPS student). The purpose of the study stay should be research or the composition of an academic paper -e.g. (part of) a BSc / MSc / PhD thesis, or seminar paper. Prerequisite is the confirmation of supervision of a professor at the HOME and HOST university.

- Min. 4 MPS scholarship spots per academic year (in- and outgoing to MUL)
- Min. duration of stay 3 full months; max. duration of stay 12 months
- Financial support: € 4 000,- - € 10 000,- (depending on the academic level and duration of stay)
- Applicants who are already in their final study phase are preferred (Bachelor/ Master Thesis or Dissertation)

Scholarship process:

1. Make sure you have a supervisor at your home and host university. Your home supervisor or department may help you with contacts to academics in Austria/ the US (→MIRO does *not* provide supervisor contacts)
 2. Get in touch with Christina Cresnik at MIRO and let her know about your plans. If you are in Leoben, a personal appointment before the application is *obligatory*!
 3. Collect application materials and fill out application form COMPLETELY! Send everything before the given MIRO deadline via email to christina.cresnik@unileoben.ac.at.
The application form, information sheets and an application guideline can be found on the '**download portal**' at our MIRO website <http://international.unileoben.ac.at/en/3552/>
→ **Important note:** Take your time to write a good research proposal and use the requested subheading >see document '**01_Application Guideline & Checklist**' on our download portal.
 4. MIRO uploads your application onto the MPS online application platform and gives its evaluation/ recommendation
 5. MPS committee evaluates all applications and allocates scholarships
 6. Nominated applicants receive a 'Study Contract' ('Studienvertrag')
 7. After handing in a copy of the visa and insurance to MIRO, 80% of the total scholarship sum is transferred to the student's bank account (shortly before the start of his/her study stay abroad)
 8. **AFTER THE MOBILITY:** Within 2 months (=61 days) after the official end date of the MPS stay a confirmation of stay issued by the host university, a research report, a field report and the approval of the supervisors have to be handed in at MIRO (Christina Cresnik) (cf. document '02_To-dos AFTER the Mobility' on our download portal)
 9. If these documents have been submitted in time, MIRO confirms that the last 20% of the scholarship rate should be transferred
- NOTE: The scholarship must be partially or completely returned, if the given requirements have not been met!

Application deadlines at MIRO: 14th of April → earliest start date 19th of July // 20th of October → earliest start date 30th of January

Application documents

Please hand in as separate PDF –files per email to MIRO by the given deadlines!

Incomplete or late applications won't be processed!

1. 00_Application Guideline & Checklist (on our website 'Download portal')
2. 01_Marshall Plan application form of MUL (on our website 'Download portal') *fill in with computer and sign!*
3. Letter of motivation
4. Research proposal (=project description): min. 1500 words, max. 2500 words, in required structure→ see below!
5. CV (in tabular form)
6. Original authorized 'Transcript of Records' in English
7. Letter of recommendation by a faculty member (professor) of HOME university
8. Proof of acceptance at HOST university including dates of research period
9. Copy of passport
10. List of publications (optional)
11. List of speeches/lectures (optional)

To be submitted **BEFORE** the start of the MPS study stay abroad (or the first installment cannot be transferred)

12. Copy of insurance
13. Copy of US visa

Within 2 months (=61 days) after you returned from your MPS stay:

- 1) Confirmation of stay from HOST university
- 2) Final report (=academic paper/ research report/project description)
 - 7.500 words minimum (excluding title page, table of contents & references)
 - in English

NOTE: the title and topic stated in the research proposal and final report must be the same! If it changed, let MIRO coordinator know ASAP.

3) Field Report (=experience report)

- Max 2 pages
- General impression of your research stay abroad
- Quality of the host institution
- Contacts within the host institution, inclusion in the organization
- Recommendations for future Marshall Plan students and fellows

4) Approval of final report from supervisors (at MUL and the US-American University): Confirmation that paper complies with project proposal and the academic quality standards of respective research field (copy of short email from supervisors' university/business email address or informal letter is sufficient proof)

5) Contact e-mail address after completion of research stay (email address that works still after you leave the university)

Marshall Plan coordinator at MIRO: Christina Cresnik - MIRO is looking forward to receiving your application!