



Application Deadline

October 20th, for following spring/summer semester (earliest beginning January 30th)

April 14th, for following fall/winter semester (earliest beginning July 19th)

1. Application requirements:

- Applications only accepted after personal information appointment with MIRO mobility coordinator
- Status as full time student
- Applicant must remain enrolled as student at home university during entire research period

2. Application procedure:

-Make an information appointment with Christina Cresnik (MIRO)

-Fill out and collect all necessary information and documents

-Submit personally and send as PDF to:

Christina Cresnik/ T: 0043 3842 402 -7234 / E: christina.cresnik@unileoben.ac.at

3. Application documents

Incomplete forms cannot be processed! → *The following documents are required for a valid application:*

1. Marshallplan application form of MUL
2. Letter of motivation
3. Project description/ Research proposal (min 1500 words, max. 2500 words) in required structure- see page 4 → see below!
4. CV (in tabular form)
5. Original authorized 'Transcript of Records' in English
6. Letter of recommendation by a faculty member (professor)
7. Proof of acceptance at host university including dates of research period
8. Copy of passport
9. List of publications (optional)
10. List of speeches/lectures (optional)

Application completed (points 1-10) date submitted: _____

The following documents should be submitted as soon as possible, but are not yet required at the time of the application:

11. Proof of insurance **date submitted:** _____
12. Copy of US visa **date submitted:** _____

3.1. Required Structure of Research Proposal (min 1500 words, max. 2500 words):

At the very beginning of the page state:

- Applicant's full name:
- Supervisor at home university:
- Supervisor at guest university:

Use the following SUBHEADINGS to write your research proposal:

1. Title of Research Project
2. Short Description of Research Agenda
3. General Goals
4. Detailed Description of Research Problem
5. Methodological Considerations
6. Workflow and Research Steps
7. Relevance and Expected Results

4. Hand in max 85 days AFTER return from research stay abroad at MIRO (after 90 days it has already to be uploaded to the MPS database by MIRO- that leaves MIRO only 5 days to process your documents!)

- 1) Confirmation of stay from Host University
- 2) Final report (=research paper/ wissenschaftliche Arbeit)
 - 7 500 words minimum (excluding title page, table of contents & references)
 - in English
- 3) Field Report (Erfahrungsbericht)
 - 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
 - Contact E-mail after completion of research stay