



© Lunghammer\_TUGraz

## DOING RESEARCH IN GRAZ FOR STUDENTS

**MARSHALL PLAN SCHOLARSHIP**

**GRAZ UNIVERSITY OF TECHNOLOGY**

## Join our beautiful campuses in Graz!!!

Visit our university in the city of Graz with its medieval ambience and its futuristic architecture for three up to twelve months!

The International Office at Graz University of Technology (TU Graz) is looking forward in helping you plan and successfully complete your stay abroad in Austria.

### The Scholarship Programme

If you would like to work on parts of your Bachelor's or Master's thesis, or a research project at TU Graz and your home university is located in the US, you are eligible to apply for a Marshall Plan Scholarship.

The Austrian Marshall Plan Foundation invites US students of applied sciences and technical universities to take part in this program and doing academic research abroad. The program is focused primarily on research in the field of technical sciences.

The funding mounts to up to € 10.000,- (at a minimum of € 3.000,-) for at least three months.

### Application Procedure

1. For the scholarship **you need a supervisor** at Graz University of Technology (TU Graz). In a first step you should try to find a supervisor with a rough idea of your research topic/project. The details of your research project should be worked out with your supervisor at TU Graz. The International Office can assist you in your search for a supervisor. If you need support in finding a supervisor, please contact [karin.leber@tugraz.at](mailto:karin.leber@tugraz.at) within at least 2 months before the application deadline.

2. In order to apply for a Marshall Plan Scholarship at TU Graz, you first need to register with TU Graz. You have to send following data to [karin.leber@tugraz.at](mailto:karin.leber@tugraz.at)

- first name, last name
- email address
- date of birth
- gender (male, female)
- home institution (university)
- duration of stay from- till (at least 3 months, not including the days of arrival and departure)

4. After the registration you have to upload the following application documents through the application database (link provided after step 2):



- a) photo/portrait
- b) CV (curriculum vitae)
- c) letter of motivation (maximum 2 pages)
  - why do you want to do research at TU Graz?
  - what is your expectation (benefit)
- d) detailed research topic/project description in English (minimum 1.700 words, 2.500 words maximum)  
Content/headlines of the project description:
  - name of your supervisor at TU Graz and your supervisor at the US university
  - title of the research project
  - short description of research agenda
  - general goals and objectives
  - detailed description of research problem
  - methodological considerations
  - workflow
  - relevance and expected results
- e) Confirmation of supervision from a supervisor at TU Graz
- f) Copy of your transcript of records
- g) Proof of registration at your home university
- h) Bachelor's degree certificate (optional)
- i) Letter of recommendation (optional)
- j) List of publications (optional)

Additional information about the application procedure will be provided after the first registration (step 2).

### Application Deadlines

#### **Deadline: September 30**

Your stay at TU Graz can begin at earliest in February

#### **Deadline: March 31**

Your stay at TU Graz can begin at earliest in August

**ATTENTION:** when you need help finding a supervisor at TU Graz, you need to contact the responsible person at TU Graz two month before the application deadline at the latest.

## Nomination

If you have handed in all application documents, TU Graz will do a ranking and nominate the applicants to the Marshall Plan Foundation.

## Before Arriving in Graz – Scholarship Payment

The Marshall Plan Foundation is responsible for granting the stipends.

Once your grant has been awarded, you will be sent the grant contract by the Marshall Plan Foundation. You must sign the contract and send it back to the Marshall Plan Foundation.

To receive the stipend you have to show a valid visa, a health insurance and a liability insurance for your stay abroad.

The stipend is paid out in 2 installments. The first installment represents 80% of your stipend, and the second installment, the remaining 20% of the stipend. The first installment will be paid out before your stay at TU Graz and the second installment will be paid after your stay.



© Lunghammer\_TUGraz



**Karin Leber**, Information and Advice  
[karin.leber@tugraz.at](mailto:karin.leber@tugraz.at)

## Student at TU Graz

Important information about your arrival and the beginning of your stay at TU Graz can be found under [www.tugraz.at/go/preparation](http://www.tugraz.at/go/preparation)

You will also receive further information and assistance via email.



[www.tugraz.at/go/international](http://www.tugraz.at/go/international)



[www.facebook.com/tugrazinternational](https://www.facebook.com/tugrazinternational)



[www.instagram.com/tugoesinternational/](https://www.instagram.com/tugoesinternational/)

## After the stay at TU Graz

After the stay you have to hand in some documents, to prove the successful research stay and work and the right to receive the scholarship. Following documents have to be uploaded in the database:

- confirmation of stay from your supervisor at TU Graz
- Summary of technical research work (7.500 words minimum)
- Statement of your supervisor at TU Graz to assure the quality of the scientific report
- Field report (2 pages maximum)



we care about **international** education 

