

# Call for Applications

## Fernweh-Scholarship/ PROMOS 2026

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### **1. What is Fernweh Scholarship and what is PROMOS?**

The Fernweh Scholarships are various scholarship programs offered at the University of Potsdam to provide financial support for study-related stays abroad. The aim is to enable students to apply for several scholarships with just one application.

PROMOS is a scholarship program designed to promote student mobility. The program enables universities to set their own priorities regarding the stays of German students abroad and to offer them ideal mobility opportunities from a variety of funding sources. In addition, the program aims to provide students whose projects or destinations are ineligible for funding from one of the structured DAAD programs with the opportunity to stay abroad. The scholarships are awarded by the universities themselves in a performance-based, quality-oriented selection process.

PROMOS is a “pure” scholarship program. The International Office does not arrange internships, university slots or language courses for applicants. These must already exist or be in the planning stage when students submit their application documents.

However, it is possible to apply for a PROMOS scholarship after successfully applying for an internal program at the University of Potsdam (e.g., the Institute Partnership Program or the University Partnership Program).

## 2. What is funded?

### 2.1 Study stays abroad

For stays at foreign universities lasting one to six months, students are eligible for a monthly partial scholarship. Study stays in Erasmus+ countries are only possible in exceptional cases (see Erasmus+ and PROMOS).

### 2.2 Study stays abroad for final theses

For stays at universities or companies lasting one to six months, students are eligible for a monthly partial scholarship. The following requirements must be met:

- The reason for the stay is to write a final thesis.
- No regular university courses are attended.

Final theses that are not written at either a university or a company can only be funded if the respective department fully supports the project and the student submits a detailed time schedule that can be used to monitor the project's success at a later date.

### 2.3 Stays for internships

For stays lasting four weeks to six months, students are eligible for a monthly partial scholarship. Funding is generally possible for countries worldwide, with the exception of EU states, Iceland, Liechtenstein, Norway and Turkey. For this latter group, please use the funding instruments of the of [Erasmus+ Internship Program](#).

Please note: Internships that fit into the DAAD's special programs are ineligible for support from PROMOS. These include internships at international organizations (such as the UN), EU institutions, the institutions and organizations that manage EU programs, Germany's diplomatic missions, the German Humanities Institutes, the Goethe Institutes, the German Archaeological Institute, and the German schools abroad that are supported by the German government (DAS schools). In these cases, it is possible to file an [individual application with the DAAD](#).

Internships for teacher training students at school institutions abroad can be funded by the Lehramt International scholarship program. It is therefore not possible to apply for a PROMOS scholarship for these internships.

Please note that the University of Potsdam does not award any scholarships for summer schools or winter schools or language courses and does not grant any subsidies for tuition fees.

## 3. Who can apply?

Officially registered students in a bachelor's, master's, or state examination program at the University of Potsdam may apply; PhD students may not.

- Students of German nationality
- Students who have been placed on an equal footing with German nationals under section 8, nos. 2ff, subsections 2, 2a and 3 of the Federal Educational Assistance Act (in this connection, the [exact wording of the law](#) applies).

- Non-German students enrolled in a degree program at the University of Potsdam with the goal of completing this program at the University of Potsdam. Stays in the students' home countries are barred from funding. A student's home country is considered to be the country in which the student's life is centered; nationality plays only a subordinate role.
- An additional requirement is that the working language is not German (with the exception of stays in Switzerland and Austria).

#### 4. By when must I apply?

The application deadline is based on the start of your stay abroad.

| Application deadline | Start of the stay abroad                |
|----------------------|-----------------------------------------|
| 15.11.2025           | January, February, March, April 2026    |
| 15.03.2026           | May, June, July, August, September 2026 |
| 15.08.2026           | October, November, December 2026        |

Applications will not be processed until the corresponding deadline expires. It is also not possible to apply for a later period. If you do not have confirmation of your university slot or internship, please contact us promptly ([promos@uni-potsdam.de](mailto:promos@uni-potsdam.de)).

Please note that stays abroad can be funded until February 28, 2027, at the latest. For example, if your stay starts in November and lasts five months, you are eligible for funding for a maximum of four months (until February 28, 2027).

#### 5. What application documents are required?

1. PROMOS application form (online)
2. Confirmation from the host institution indicating the duration of your stay abroad; for internships, an internship contract or a confirmation of the internship indicating its duration, the range of tasks and working language
3. Resume in tabular form
4. A current letter of recommendation by a university teacher or, in the case of a final thesis, by the supervisor of this thesis. Please avoid evaluations from language teachers.
5. Academic certificates (e.g., bachelor's degree or intermediate examination), if applicable
6. List of all courses attended thus far (copies of course certificates or of a PULS transcript; confirmation by the International Office not required)
7. Current\* Language certificate (except for language courses): the DAAD language test, UNIcert, TOEFL, IELTS, Cambridge, DELE (Spanish) and DALF (French) are accepted. Philology students will receive the DAAD language certificate from the instructor of the language education program.

\*The language certificate must not be more than two years old.

Please fill out the application form online and upload the documents in PDF format.

**Incomplete applications will not be processed. If you are missing documentation, contact the International Office ([promos@uni-potsdam.de](mailto:promos@uni-potsdam.de)) well in advance.**

## 6. What is the timeline?

Please note that your documents will only be processed **after expiration of the application deadline**. A selection committee decides on eligibility based on the uploaded application documents. A personal selection interview will not take place.

A ranking list is compiled on the basis of all applications submitted and their evaluation by the selection committee. Scholarships are awarded according to the ranking list. If necessary, a waiting list will be drawn up.

The International Office aims to send out all acceptances and rejections within 4-6 weeks of the application deadline. All applicants will be notified by email. Applicants will also be informed of any delay in the selection of scholarship winners.

## 7. Which criteria are important for a positive outcome?

Fulfillment of the application requirements (including timely upload of the complete documents)

- subject-related expertise/good academic performance
- language skills
- structure and plausibility of your study plans
- description of your reasons for selecting your host institution and country
- ideal fit between your study plans / internship and the focus of the host institution
- arrangement of credit transfers
- extracurricular activities

## 8. What points need to be considered when applying online?

- Applications are filled online
- Please fill out the application form as described.
- Upload the required documents in PDF format. • You can store your application and continue filling it out at a later point in time.
- As a general rule, incomplete applications will not be processed. If you lack a document because an instructor has, for example, sent your recommendation directly to the International Office, please upload an empty PDF naming the person who wrote the recommendation.
- If you apply as part of an exchange program organized by the International Office and certain documents have already been submitted, you should also upload a PDF document identifying the documents and the recipients.
- When you're finished, please mark all the pages as complete and submit the application. The application cannot be completed unless all of the required fields are filled out and all of the required documents are uploaded.
- Please avoid uploading all your documents on the last day, as this can overload the system.
- If you have technical problems, please contact the International Office by email ([promos@uni-potsdam.de](mailto:promos@uni-potsdam.de)) or phone during office hours.

## 9. How much is the scholarship?

In the event of a successful application, a 3-month partial scholarship will be granted for the stay. The amount of funding is based solely on the country-specific DAAD partial scholarship rates, the DAAD travel allowance and the lump sum for course fees (see the document "Fördersätze DAAD"). It is possible to receive funding for half months that fall within the minimum and maximum funding period. Half the monthly rate is paid for days 1–14 and the full monthly rate for days 15–30.

*Sample calculations:*

*A student independently applies to a university in New York, USA, and studies there for six months. If accepted, the student will receive the maximum grant of  $3 \times 550$  euros = 1,650 euros.*

*A student spends 1.5 months in South Africa with an internship provider. If accepted, the student receives  $1.5 \times 450$  EUR = 675 EUR*

PROMOS does not offer full scholarships that cover all the expenses incurred abroad. Its purpose is to partially fund your stay abroad and to assist you in realizing your project.

If, due to a disability, your funding needs are higher, please contact the International Office promptly.

Please also note that due to limited resources, scholarships cannot be granted to all applicants. In the past, around 50 percent of applicants have received funding.

## 10. Can PROMOS be combined with other sources of funding?

### 10.1 PROMOS and PROMOS

In a specific phase of their education, which ends with the completion of a bachelor's, master's, Diplom, Magister or state examination program, students may apply for funding from different measures; however, the total period of funding for study stays or internships in this educational phase may not exceed six months. Stays in different countries or disciplines are possible in a single educational phase. When students begin a new phase of their education, they are once again eligible for a maximum of six months' funding through PROMOS for study stays or internships abroad.

### 10.2 Erasmus+ and PROMOS

Students may not receive Erasmus+ and PROMOS funding at the same time. If an Erasmus+ partnership exists with a foreign university, semester scholarships in the participating departments are generally not possible through PROMOS. However, as an exception, if a partnership exists only for a specific department (or exclusively for teacher mobility), PROMOS funding for another department (or for student mobility) is possible. Funding is also possible if a department's Erasmus+ allocation is used up. Please contact the International Office if you have questions.

PROMOS funding for internships in Erasmus+ countries is only possible if an internship is impossible within the scope of Erasmus+. In these cases, there is a minimum funding period of four weeks, as for all other PROMOS internship grants.

### *10.3 The German Federal Financial Aid Program (BAföG) and PROMOS*

PROMOS funding must be reported to the office responsible for Auslands-BaföG (federal financial aid for study stays abroad). Three hundred euros of income from the monthly partial scholarship is exempted in calculations for Auslands-BaföG.

### *10.4 Individual DAAD scholarships and PROMOS*

Students may not receive individual DAAD scholarships and PROMOS scholarships at the same time.

### *10.5 Deutschlandstipendium (Germany scholarship) and PROMOS*

Students may receive the Deutschlandstipendium and PROMOS funding at the same time without any restrictions.

### *10.6 German public scholarships and PROMOS*

Double funding from German public funds is not permitted. If German public funds are used to support stays abroad, the purpose pursued is decisive. This means that PROMOS funding is not possible if the same purpose is already being pursued with German public funds.

*Example: The scholarship holder receives a travel allowance from other public funds. As a result, she is ineligible for a PROMOS travel allowance. Other forms of funding, such as a partial scholarship, are possible.*

If you are unsure please contact the International Office.

### *10.7 Paid work and PROMOS*

During the duration of your scholarship, you may undertake paid work with the consent of the university. However, this work must not jeopardize the goal of the funded stay abroad.

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