

APPLICATION FOR ADMISSION – ETIA Travel Allowance

I herewith apply for the ETIA travel allowance for academic work of short duration undertaken abroad for the purposes of completing the master's thesis.

Enclosed are the following documents:

- Curriculum Vitae (in tabular form)
- Current consolidated grade record (copy)
- Statement justifying the research project abroad (approximately 1-2 A4 pages), i.e. a description of that part of the work which requires that you spend time abroad
- Confirmation of acceptance or letter of invitation from the host institution relating to a research placement, including details of the exact duration of stay (in German or English, via fax or e-mail)
- Letter of Recommendation from the supervisor of your master's thesis
- Letter of recommendation from another professor at the Vienna University of Technology

Personal Information

Last Name	First Name	Academic Degree(s)
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Birth Date (dd/mm/yyyy)	Gender (Male/Female)	Country of Citizenship
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Present Address	ZIP Code	City/Country
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Present Home Telephone	Fax	E-Mail
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Austrian University ID Number _____

International Bank Account No. (IBAN)	BIC/SWIFT	Bank Account at
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Information Regarding the Stay Abroad

Planned Duration of Stay Abroad from _____ (dd/mm/yyyy) to _____ (dd/mm/yyyy)

Host Institution

City	Country
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Purpose of Stay at the Host Institution

Postgraduate MSc Program Environmental Technology & International Affairs

Web: <http://www.etia.at>

E-Mail: office@etia.at



ACADEMY FOR
CONTINUING
EDUCATION

Applicant's Name _____

Information about the Master's Thesis

Topic of the Master's Thesis _____

Name of Supervisor _____

University/Organization _____

Name of Recommending Professor _____

Department _____

Language Skills

(Self-assessment)

English - oral:	<input type="checkbox"/> none	<input type="checkbox"/> basic	<input type="checkbox"/> intermediate	<input type="checkbox"/> advanced
English - written:	<input type="checkbox"/> none	<input type="checkbox"/> basic	<input type="checkbox"/> intermediate	<input type="checkbox"/> advanced
Other language _____ - oral:	<input type="checkbox"/> none	<input type="checkbox"/> basic	<input type="checkbox"/> intermediate	<input type="checkbox"/> advanced
Other language _____ - written:	<input type="checkbox"/> none	<input type="checkbox"/> basic	<input type="checkbox"/> intermediate	<input type="checkbox"/> advanced

If you have a recent certificate of TOEFL, GRE, GMAT or equivalent tests please attach a copy.

Employment History

Current Position

Employer _____

Job Title _____

From (mm/yyyy) _____

Business Address _____

ZIP Code _____

City/Country _____

Business Telephone _____

Fax _____

E-Mail _____

Previous Position (1)

Employer _____

Job Title _____

From (mm/yyyy) to (mm/yyyy) _____

Business Address _____

ZIP Code _____

City/Country _____

Previous Position (2)

Employer _____

Job Title _____

From (mm/yyyy) to (mm/yyyy) _____

Business Address _____

ZIP Code _____

City/Country _____

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ACADEMY FOR
CONTINUING
EDUCATION

Applicant's Name _____

Previous Stays Abroad for Academic Purposes

Last Stay Abroad

Host Institution	Country
Duration from (mm/yyyy) to (mm/yyyy)	Name of Student Exchange Program (if applicable)
Funding through <input type="checkbox"/> Own Resources	<input type="checkbox"/> Scholarship by _____

Previous Stay Abroad

Host Institution	Country
Duration from (mm/yyyy) to (mm/yyyy)	Name of Student Exchange Program (if applicable)
Funding through <input type="checkbox"/> Own Resources	<input type="checkbox"/> Scholarship by _____

Financial Plan for the Stay Abroad

Estimated Total Costs (in Euro)

Tuition Fee at Host Institution	
Travel Expenses	
Costs for Lodging	
Living Expenses	
Other Costs	
Total Costs (A)	

Funds Available (in Euro)

Own Funds	
Other Scholarships or Grants	
Scholarship/Grant by _____ <input type="checkbox"/> applied for <input type="checkbox"/> granted	
Scholarship/Grant by _____ <input type="checkbox"/> applied for <input type="checkbox"/> granted	
Total Funds Available (B)	

Amount of Allowance Applied for (A-B)	
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**Postgraduate MSc Program
Environmental Technology & International Affairs**

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E-Mail: office@etia.at



ACADEMY FOR
CONTINUING
EDUCATION

Applicant's Name _____

I certify the information in this application is complete and accurate. I undertake to inform the Continuing Education Center about the granting of other scholarships or academic financial support without delay.

I agree to submit the following documents to the Continuing Education Center not later than one month after my return from the stay abroad:

- Confirmation of completion of stay from the host institution
- Report on the work completed (1-2 pages)

I understand that the allowance will only be paid upon submission of these documents in their original form (not copies). Award will be made by a committee on the basis of the financial resources available. Students do not have an automatic legal right to award of ETIA travel allowance.

Place and Date

Applicant's Signature