

## FORSCHEN IM AUSLAND



### General Information

**Type:** Study/Research Visit for Master- or Doctoral Theses in **USA**

**Selection Process:** TU- Advisory Board and Marshall Plan Foundation

**Duration of Stay:** At least 3 Month at the Host University (exclusive travel time)

<b>Scholarship Calculation:</b>	90 –119 days (minimum 3 month less than 4 month)	€ 4.000,-
	120-149 days (4 month less than 5month)	€ 5.000,-
	150-194 days ( stay longer than 5 month)	€ 6.000,-
	stays of 195 days and longer + Bonus 1x	€ 1.500,-
	Students in Master Programmes + Bonus 1x	€ 1.500,-
	Students in Doctoral Programmes + Bonus 1x	€ 2.500,-

### Application Deadlines

- **1 January - 31 March / earliest begin of study - see web page**
- **1 June - 30 September / earliest begin of study - see web page**

### Application Documents prior to the stay

English (all documents), upload in TISS Mobility Services as pdf-files

- **Application Form** online- only via **TISS- Mobility Services**
- **CV** (in tabular format) + List of Publications (optional) + List of Lectures (optional)
- **Transcript of Records/ Diploma Certificate**
- **Begründung (TISS) = Project Description = 1 Document part a) and b):**
  - a) Letter of Motivation (2 pages max.)
  - b) Project description (1,500 words min.; 2,500 words max.)

**Obligatory structure and order:** Title of Research Project / Supervisor at home university and Supervisor at host university / Short Description of Research Agenda / General Goals / Detailed Description of Research Problem / Methodological Considerations / Workflow / Relevance and expected Results. **If you expect/plan a retention period (Sperre) of your research paper after your return it is obligatory to mention the intended date/period of time (Sperre max. 3 years allowed)**

- **Letter of Invitation** of the Host University which confirms a place at University including the exact duration of stay at the Host University (begin and end of stay not possible on Sundays or holidays)
- **2 Letters of Recommendations** of TU-Professors with venia

### Required Documents after the stay

To be sent to the Student and Staff Exchange Services no later than 3 month after your return.

- **Acknowledgment of Host University:** Confirms your stay with the exact duration of stay at the Host University (exclusive travel times)
- **Supervisors' Approval of your Final Report**
- **Retention period requested: Statement of your TU-Supervisor and of the Student**
- **Final Report:** 7,500 words minimum, excluding title page, table of contents and references
- **Field Report** (2 pages maximum), obligatory structure:
  - 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 (without E-Mail)
- **Contact E-mail** after completion of research stay
- **Boarding Passes**

### Further Information

- Be aware of a 3 month handling time for administrative and visa procedures
- US-Embassy in Vienna: <https://at.usembassy.gov>
- J-1 Visa: <https://travel.state.gov/content/travel/en/us-visas/study/exchange.html>;  
<https://j1visa.state.gov/programs/college-and-university-student/>
- DS-2019: The Form DS-2019 or "Certificate of Eligibility for Exchange Visitor (J-1) Status" is the basic document used in the administration of the exchange visitor program. This form permits a prospective exchange visitor to seek an interview at a [U.S. embassy or consulate](#) in order to obtain a J visa to enter the United States.  
<https://j1visa.state.gov/participants/how-to-apply/about-ds-2019/>
- Accommodation and insurance: enquire at the host university whether there are any offers or recommendations for you. Insurance is usually cheaper with Austrian insurance companies.
- Austrian Marshall Plan Foundation: <https://www.marshallplan.at>
-  [https://twitter.com/AT\\_MarshallPlan](https://twitter.com/AT_MarshallPlan)  <https://www.linkedin.com/company/at-marshallplan>

### Information & Counseling

Diana Tsenova

TU Wien - International Relations and Global Affairs

Service Unit of Student and Staff Exchange Services

✉ [diana.tsenova@tuwien.ac.at](mailto:diana.tsenova@tuwien.ac.at)

☎ +43-1-58801-41557

🌐 [www.tuwien.at/international/](http://www.tuwien.at/international/)

