

Translation of German Original

## **GUIDELINE FOR SCHOLARSHIPS ABROAD**

### **FOR CAMPUS 02 UAS STUDENTS**

1. The financial support provided by CAMPUS 02 University of Applied Sciences is a **maximum amount of 2 times EUR 300** per Bachelor student for stays abroad (e.g. study abroad, summer schools, internships, summer schools, FH CAMPUS 02 language trips, FH CAMPUS02 study trips). For Master students, a maximum of EUR 300 is awarded as a scholarship if EUR 600 has not already been utilised in the bachelor's program.
2. CAMPUS 02 University of Applied Sciences reserves the right to reclaim the scholarship already paid out in the event of non-attendance or discontinuation without written explanation of important reasons.
3. In the case of **study abroad, internships** and **summer schools**, an informal application in the form of a letter to the management of CAMPUS 02 University of Applied Sciences GmbH, Körblergasse 126, 8010 Graz and handed in at the International Office.  
The application can be freely designed. The following information is mandatory:
  - letterhead with e-mail address, telephone number and matriculation number
  - Country, name + address of the institution/company to be visited
  - Duration of the stay and estimated costs incl. travel costs
  - benefit for the study program and personal benefit
  - Bank details (name of the bank, IBAN and BICSWIFT)
4. This application must be submitted to the International Office by the following deadlines.
  - Internships and study abroad: February 1 (SS), July 1 (WS)
  - Summer Schools: July 1Unfortunately, incomplete and late applications cannot be considered.
5. After completing study abroad, internship and summer school, a copy of a confirmation of participation or stay from the institution/company visited as well as selected photos (300 dpi resolution/size max. 500 KB) must be submitted to the International Office **no later than two months after the end of the stay abroad**/return to Austria.
6. There is no legal entitlement to the award of a scholarship.  
The management reserves the right to revoke or amend this special regulation.