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IPSWaT in brief

Dear IPSWaT newcomers!

Welcome to IPSWaT!

Please find below basic information on the IPSWaT-Programme.

If you have any further questions, please do not hesitate to contact us. For more information you can also refer to our website (www.ipswat.de).

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1 Aim of the funding programme

The BMBF scholarship programme “International Postgraduate Studies in Water Technologies – IPSWaT” is the direct implementation of a recommendation made in the “Action Concept: Sustainable and Competitive German Water Industry” (2000). The programme aims to support outstandingly qualified students and young scientists from Germany and abroad in attending German universities to acquire Master’s degrees that are international in outlook, related to water technologies, and – as a rule – taught in English.

The aim of the programme is to develop long-term international scientific and economic contacts in the water sector.

Against this background, the programme has the following main priorities:

- Strengthening research cooperation with the world’s best: improving the mobility of scientists
- Opening up international innovation potential: strengthening the position of Germany and German companies in the high technology sector
- Strengthening long-term cooperation with developing countries: building up and supporting modern education, research and innovation systems in developing countries
- Taking on international responsibility and meeting global challenges: offering research and innovation potential to solve global problems

2 Funding opportunities

Scholarships are available for both Master’s degrees and PhDs. Courses and PhD programmes with a “sur place” component – in other words, programmes that require scholarship holders to complete part of their studies abroad, at a partner university of the German university – are also eligible for funding, depending on the individual course and its curriculum. This funding opportunity is open to German and non-German applicants alike.

3 Funding recipients

The participating universities will be the official recipients of funding from the International Bureau, in accordance with the contracts to be concluded in each case. The contracts between the IB and the universities will be drawn up after each selection round, based on the number and type of scholarships offered.

4 Application process

• Applying for a scholarship

Applicants must apply to the course director of the Master’s programme for a place in the desired course or to the PhD supervisor for admission as a PhD candidate. As a minimum, the application must include the following documents: CV/resume, copies of transcripts and certificates, letter of recommendation, letter of motivation, proposal for the planned research work, and TOEFL certificate. After evaluating the applications, the supervisor will recommend suitable candidates for a scholarship to the IB. Each university / course of

study may recommend up to eight candidates in each selection round. It is not possible for candidates to apply to the IB directly!

• **Deadlines**

As a rule, the list of recommended candidates, including all the necessary supporting documents (CV/resume, academic records, letter of motivation, letter of recommendation, certificate of language skills) must be sent by the course director to the IB/BMBF by 1 March (postmark) of every year. PhD candidates can apply anytime to the PhD supervisor, the application has to be sent by the supervisor by March or by October of every year to the IB/BMBF.

• **Selection process**

Two evaluation rounds are carried out every year (in April and November) in which the received applications are reviewed. After the external, independent panel of experts has selected the candidates, the IB/BMBF will inform the universities of the results.

• **Selection criteria**

When selecting candidates for IPSWaT scholarships, outstanding academic qualifications are the main criterion. However, other factors are also taken into account:

- Potential to be included in bilateral collaborations in science, industry or development policy
- Opportunities to carry out an industry placement as part of academic studies
- Practical relevance and export potential of the planned research work
- Institutional links to countries of origin and/or partner countries
- Relevance of the research project to integrated water resource management

5 Entry into Germany / visa

The student and the university must agree on a date of arrival.

The scholarship holder should find out whether he/she needs a visa for entry and residence in Germany. Relevant information about individual countries of origin, about accompanying family members, and other requirements for entry into Germany and the EU can also be found on the website of the Federal Foreign Office, which also contains a list of all consular representations: www.diplo.de. The website of each representation also offers information about the conditions and the documents needed to apply for a visa. The IB/BMBF would like to point out that students are responsible for obtaining any visas and residence permits they need if they are travelling outside Germany.

6 Language skills

Good English skills are compulsory. Evidence in the form of a certificate or test results must be presented to the university. The university is responsible for verifying TOEFL results (e.g. paper-based TOEFL: at least 550 points, computer-based TOEFL: at least 210 points; Internet-based TOEFL: at least 79 points. Further information on this subject is available at www.ets.org.

German courses tend to be a fixed component of the scholarship. German course can take place in the student's country of origin before the start of the scholarship (e.g. at a Goethe Institute; computer-based and distance learning courses are also allowed) or in

Germany before the start or during the regular university studies.

7 Expenses for travel to and from Germany

The costs for one return journey to and from the location of the host university or the language institute will be covered.

Other travel expenses connected to study-related, experimental work abroad can be subsidized on written application from the university and only with the approval of the IB/BMBF (see below: scope of the financial support).

8 Registration and residence in Germany

The student is responsible for registering at the registration office ("Einwohnermeldeamt") and, if applicable, the foreigners' office ("Ausländeramt") immediately after entering the country. (See also <http://www.meldeaemter.de/einwohnermeldeamt.html> and the website of the foreigners' office in each individual town.) If the student moves to a different town during his/her stay in Germany, the new address must be registered at the registration office in the new place of residence.

9 Additional income

After consultations between the supervisor and the IB/BMBF, scholarship recipients may work as **research assistants for up to 20 hours per month** provided that this does not affect their studies. Responsibility for this lies with the supervisor.

10 Insurance for scholarship holders from other countries

The university has the obligation of providing accident insurance, private liability insurance, and health insurance for students. A maximum of €140 per month for PhD students and €100 per month for MSc students will be provided. Any insurance costs exceeding this sum – including costs for family members – must be covered by the scholarship holder. If a student plans to leave Germany during the scholarship period, it is important to make sure that the health insurance policy will also be valid abroad. Insurance costs will also be covered for the duration of the German language course. Scholarship recipients are responsible for arranging and financing health insurance for any accompanying family members.

11 Enrolment at university

Enrolment – the official registration as a student of a university at the beginning of the first semester, and confirmation ("Rückmeldung") at the beginning of subsequent semesters – will take place after arriving at the host university in Germany. The university must let students know what documents are needed for enrolment before they travel to Germany, including any necessary translations. After enrolling, each student will receive a **student card**.

12 Finding a place to live

The university is responsible for ensuring that the student has accommodation. Students should be given advice and support by the university (e.g. from student services) before they start looking for accommodation. This can include information about online services.

The student must observe the periods of notice set out in the rental contract.
The IB/BMBF does not provide grants to cover accommodation expenses.

13 Money and currency matters

As a precaution, however, scholarship recipients should, if possible, bring about €150-200 with them to cover any unexpected expenses during their first few days in Germany. When entering the country, cash sums above €10,000 in German or foreign currency or in the form of cheques must be declared to customs authorities. Scholarship recipients will have to find out about any regulations regarding the export of money and currency back to their home country. In German stores and hotels, it is usually possible to pay using credit cards (Visa, MasterCard, Eurocard, American Express, Diners Club, etc). However, smaller shops, guesthouses and restaurants often only accept cash or debit cards.

14 Scope of the financial support provided

The financial support includes:

- The basic scholarship grant (per month)
- Family allowances for scholarship holders from other countries (where applicable)
- Monthly bonus
- Insurance (accident insurance, private liability insurance, health insurance)
- Start-up money to cover initial expenses (one-off)
- German language course
- Tuition fees (if charged, in the first semester)
- Maintenance grant for research visits abroad

No financial support will be provided for bringing families together, expanding families, holidays, and multiple returns to students' home countries.

15 Meeting of IPSWaT scholarship holders

A meeting of IPSWaT award holders will take place once a year. It will take place in a different location in Germany every year, with the support of one of the participating universities. These meetings last for several days and are intended to give all scholarship holders a chance to get to know each other and present and discuss their scientific findings. Participation is compulsory. Travel and accommodation costs and participation fees are paid by the IB/BMBF.

16 Interruptions and early termination

Possible reasons for breaking off the selection process or the award of the grant include:

- Incorrect personal information about the candidate/scholarship recipient
- Obtaining the scholarship under false pretences, e.g. by forging documents that are needed for receiving the scholarship
- Using the funds for purposes other than those for which they are intended
- Failure to provide the IB/BMBF with requested documents, test results, reports
- Absence from the annual meeting without justification
- Being found guilty of committing or planning a criminal offence
- Deportation

- Unjustified or excessive absences
- Poor performance

All of these situations can lead to grant payments being claimed back from the student or the university in part or in full.

17 Rights and duties

The IB/BMBF is accountable to the Federal Audit Office, the public and any providers of external funds and has to prove that the funds were used economically and successfully for the purposes for which they were intended. This obligation is passed on to the recipients of the funds – in other words, the universities and students.