

**Information sheet for applying
for a short-term study abroad scholarship under the DAAD PROMOS
programme
at BTU Cottbus – Senftenberg**

Exchange period Academic Year 2026

In the context of the Bologna Reforms, increasing the mobility of students is one of the main demands of all stakeholders in the field of higher education. The mobility programme PROMOS, aims to provide important partial scholarships for short-term stays abroad, and enable a considerable increase in the mobility of German students.

WHAT IS FUNDED?

The scholarship may be granted for study at a partner university of BTU Cottbus-Senftenberg, located outside of Europe. The funding period may vary between two to four months. The amount of the partial scholarship varies in accordance with the destination and is calculated in line with the amount of the usual partial scholarship rates of the DAAD.

APPLICATION REQUIREMENTS:

- Eligible to apply are BTU students of all study areas, who will study at a partner university under the BTU's own **exchange programme, STUDEXA**.
- Applicants are expected to actively participate in the informational events or "Study Abroad Fair" at their future host university, to inform, to advise, and to share their own experience with prospective exchange students, and to promote the BTU Cottbus-Senftenberg to the best of their abilities.

REQUIRED APPLICATION DOCUMENTS:

Part_1:

- The already submitted application documents for the STUDEXA programme will be considered for the selection. (These do not need to be submitted again.)

Part_2:

- A copy of the updated academic performance summary (Transcript of Records) and an updated proof of language skills (if any).
- As the BTU students are considered "ambassadors" of BTU Cottbus-Senftenberg abroad, they should use every opportunity to advertise the programme, their home university and its location. Only if we gain students of the partner university for a study at the BTU Cottbus-Senftenberg, we can offer places for BTU students. Please, make a brief outline (max. two DIN A4 pages) of: which are the aspects / information that you consider to be particularly important for prospective incoming students; in what way can these be best communicated; and what would be your role as a BTU outgoing student in this regard.

SELECTION CRITERIA:

- Academic performance
- Purpose and aim of the planned stay for the further course of studies
- Relevant language skills
- Assessment of the BTU representative letter
- Extra-academic criteria (commitment to academic autonomy, university politics as well as other political, social and cultural interests)

ADDITIONAL INFORMATION:

- Please follow the PROMOS programme guidelines provided on the website
- The selection decision will be made no later than six weeks after the application deadline

APPLICATION LOCATION: You will find the link to the application form and relevant information [HERE](#). Register at the [BTU online application portal](#) and fill out the application form. Once you have completed all the fields, upload the required documents to the application portal. Then inform us by e-mail about your completed application. Late or incomplete applications will not be considered. In case of questions, please contact us under marina.lewandowski@b-tu.de