***Funding request for scholars invited under the International Visiting Programme* PLUS**

(May 2024)

To the **Dean's Office** of the Faculty of Humanities and Cultural Studies

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1) Inviting party (chair/professorship or other organisational unit of the University of Passau):** | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | |
| Contact person: | |  | | | | | | | | | | | |
| Telephone extension: | |  | | | E-mail address: | | | |  | | | | |
|  | | | | | | | | | | | | | |
| **2) Invited visiting academic:** | | | | | | | | | | | | | |
| Family name(s), given name(s): | | | |  | | | | | | | | | |
| Academic title: | | | |  | | | | | | | | | |
| Date and place of birth: | | | |  | | | | | | | | | |
| Nationality: | | | |  | | | | | | | | | |
| Address: | | | |  | | | | | | | | | |
| E-mail address: | | | |  | | | | | | | | | |
| Telephone number: | | | |  | | | | | | | | | |
| Sending institution: | | | |  | | | | | | | | | |
| Partner university of the University of Passau? | | | | | | | | | | | | Yes | No |
| Duration of stay (10 days minimum): | | | | | | | | | | From | | To | |
| *Visiting academic’s bank account details* | | | | | | | | | | | | | |
| Bank: |  | | | | | | | | | | | | |
| Account No.: |  | | | | | | Sort code: | | | |  | | |
| IBAN: |  | | | | | | BIC: | | | |  | | |
| Tax Identification number\*: | | |  | | | | | | | | | | |
| \*If you do not yet have a tax ID, you can submit one before the end of your stay. The Welcome Centre (researchmobility@uni-passau.de), will help you with the application. | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | |
| **3) Cooperation project:** | | | | | | | | | | | | | |
| Type of cooperation (university partnership, cotutelle programme, etc....): | | | | | | | |  | | | | | |
| The cooperation is relevant for the following degree programmes: | | | | | |  | | | | | | | |
|  | | | | | | | | | | | | | |

Enclosure:

* Curriculum vitae (CV) of the guest
* Detailed description and justification of the cooperation project (max. 2 pages)
* Brief introduction of the home university (max. 2 pages)

At the end of the stay, a final report on the success of the project and the use of funds must be submitted to the Dean's Office.

Date:       Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**To be completed by the Faculty Administration**

🞎 Returned to organisational unit due to: 🞎 missing information/form incomplete

🞎 missing enclosure

🞎 The request has been approved.

🞎 The request has not been approved.

The agreed remuneration amounts to € 2.500,- including travel expenses.

Passau, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**To be completed by Section VII/2**

🞎 Guest contract, payment instruction and copy of the application form received.