

One-year scholarship program  
sponsored by the Free State of Bavaria for graduates  
of Central, Eastern and Southeastern European states

Bayerisch-Tschechische  
Hochschulagentur  
Česko-bavorská  
vysokoškolská agentura



## - Important advice: applications for extensions -

### PLEASE NOTE:

We can only accept applications **that arrive by the set deadline** and that are **complete** (see list of documents needed in the application form). **Mail postage only** (not email or fax!).

### A. General advice

- Hand or send your application document in **by the due date!**
- You cannot count on an automatic extension only because you already received the scholarship for one year and your research project / study program was conceived for several years. We need to be able to see a **progression in your work**. Show us tangible **provisional results** that illustrate that you are advancing your project and will successfully bring it to a close.
- Make sure you take care of the two **expert opinions early on!** Note that professors are hard to get a hold of during the extra-curricular periods. Refer your referee to our "guidelines for referees" ([www.bayhost.de](http://www.bayhost.de) → "funding & scholarships")
- If you need only one semester in order to complete your studies in Bavaria you can also apply for an extension for one semester (= winter term 2018/19). Please note that in this case a further application for an extension for the summer term 2019 is not possible.

### B. List of documents needed in the application (extensions)

Please send the following documents to BAYHOST and adhere to the given order:

1. an **online application form** that is filled-in completely (Please see <https://bayhost-stipendiensystem.uni-regensburg.de/jahresstipendium>. Afterwards, you receive a copy of the online application form attached as pdf via e-mail. Please add a printout of this pdf to your paper documents as cover sheet.)
2. a certificate of **matriculation** for the following summer semester
3. a **justification of the extension** of the scholarship in Bavaria (1-2 DIN A4 pages)
4. an **estimation** of which **new perspectives** have developed during the past year of studies for your (future) professional career (1-2 DIN A4 pages)
5. a **tabular CV** in German with a recent passport photo

→ **for postgraduate studies (i.e. master's program):**

6. proof of the so far achieved **exam or course results** in Bavaria (copies)
7. a **report** (1-2 DIN A4 pages) covering the **most important results** achieved in your past year of study (i. e. attendance of seminars or lectures, course results, conferences etc. )
8. **two expert opinions** of professors from your course. Refer your referees to our "guidelines for referees" ([www.bayhost.de](http://www.bayhost.de) → "Funding & Scholarships")

→ **for doctoral candidates:**

6. an **interim report** (max. 4 DIN A4 pages) about the results of your research in Bavaria, which refers to the project outline in your application document (what aspects have you already realized?)
7. **two expert opinions** of professors from the field that your dissertation relates to and from your Bavarian university. One expert opinion has to be from the supervisor of your dissertation.

**Applications for extensions** have to reach BAYHOST by the **28th February 2018**. (date of receipt!)  
**This date is a cut-off period! Late applications cannot be considered** and will be excluded from the selection process. The same applies to applications that are incomplete or do not comply with the set formalities.

**Please send your documents to the following address:**

**applicants**

**with the citizenship of the Czech Republic:**

Bayerisch-Tschechische Hochschulagentur  
BTHA c/o BAYHOST  
Universitätsstr. 31  
D-93053 Regensburg  
Germany

**from other countries:**

Bayerisches Hochschulzentrum für Mittel-, Ost-  
und Südosteuropa BAYHOST  
Universitätsstr. 31  
D-93053 Regensburg  
Germany

**Application documents sent to us by fax or email will not be considered!**

Please note that we are unable to return application documents that were sent to us.

**C. Time frame: selection of scholarships for the academic year 2018/2019**

deadline for extensions (date of receipt!)	<b>28th February 2018</b>
first inspection and evaluation of the applications	March – April 2018
expert committee meetings	April – May 2018
dispatch of notification letters to the selected candidates	May 2018
continuation of the scholarship program	1st October 2018

## D. Contact

For applicants with the  
citizenship of the Czech Republic:

Ms Radka Bonacková  
Bayerisch-Tschechische Hochschulagentur |  
Česko-bavorská vysokoškolská agentura  
Office hours: Monday to Friday 9 a.m. to 3 p.m.  
Tel: ++49 941 943-5315  
[bonackova@bayhost.de](mailto:bonackova@bayhost.de)

For applicants from  
other countries:

Ms Katrin Döppe  
BAYHOST scholarship programs  
Office hours: Monday to Thursday a.m.  
Consultation hours: Wednesday 11 to 12 a.m.  
Tel: ++49 941 943-5049  
[doeppe@bayhost.de](mailto:doeppe@bayhost.de)

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