

Information on applying for material and travel resources within the Student Research Opportunities Program (StuROP^x)

1 Formalities

- Length: If you would like to apply for material or travel resources, your explanation should not be longer than one page.
- Language: You can submit your application in German or English.

2 Content

The application for in-kind or travel funds should be divided into the following sections.

(1) Required material or travel resources

- Please describe what you want to apply for in terms of material or travel resources. Please note that a maximum of € 750 can be applied for.
- A prerequisite for the approval of material or travel resources is that the resources are necessary for the research or would clearly enrich the research project.
- For example, it is conceivable to apply for resources for supplies (related to research or to the implementation of the StuROP^x project), small equipment, software, literature, printing & publications, excursions to research sites, fees for visiting researchers or other actors, etc. Please note that the basic equipment for research projects (e.g. telephone costs, PC, desk, etc.) must generally be covered by budget funds (“Haushaltsmittel”).

(2) Cost calculation

- Please calculate the costs you expect for the material and travel resources you require.
- Make sure that the calculation is transparent and comprehensible.
- In the case of the X-Tutorials: Please ask your supervisor if he or she can take a look at your calculation and the justification.