

Application form for the subsidy of travel and conference attendance fees by the Equal Opportunities Commission of the Faculty of Humanities

date

last name, first name

bank name

street, house number

IBAN

postcode, town

BIC

e-mail

department, institute, section (if necessary)

tax number

date of birth

current employment status /professional position :

full/part-time %

scholarship ☐ yes

☐ no

amount of the scholarship: €

third -party funding project (e.g. SFB): ☐ yes ☐ no

I attest that my travel expenses cannot be covered by my workplace/scholarship/research project : ☐ yes

In the case of a conference visit: I will give a presentation on the topic of

at the conference/meeting (title, place, date)

Short explanation of the relevance to your PhD or habilitation project:

Statement of costs applied for:

Please note that meal expenses cannot be claimed. Please keep in mind when submitting your application: original receipts must be submitted, no prints, copies or scans unless validated. The submitted receipts must cover the total costs.

travel costs	
accommodation costs	
attendance fees	
costs of child care	
total costs	

Here you can explain why your application is particularly worthy of funding:

Recommendation of the supervisor of the doctorate/habilitation :

name: _____

I hereby confirm the information provided above and I recommend supporting this trip: ☐ yes ☐ no

Signature of the supervisor of the doctorate/habilitation:
