

Information on stays abroad while obtaining a doctorate in accordance with the Federal Statistics Law applying to Institutes of Higher Education (*Hochschulstatistikgesetz*)

How to complete the form

Bielefeld University is required to report on stays abroad relevant to doctorates in accordance with the Federal Statistics Law applying to Institutes of Higher Education. Please complete and submit the form (on page 2) along with the documents for initiating the doctoral examination process.

A stay abroad is considered as relevant to PhD studies if

- the examination results are listed in a transcript. If no transcript is accompanying the PhD studies the stays abroad are only considered if you applied for recognition of examinations and this procedure is kept in your examination records;
- it was professionally relevant for your PhD studies and took place **after** starting your PhD studies at a German institute of higher education (university). Such a stay abroad can be a research trip (e.g. experiments, research, excursions, study trips) or events to obtain qualifications (e.g. summer schools, courses on methods or language courses related to the PhD studies).

Three temporary stays abroad related to PhD studies maximum are taken into consideration. In case of more than three stays abroad relevant to your PhD studies please list only the three longest ones.

Please provide information on

- a) the country of stay
- b) the exact duration of the stay in months (1 month = 4 weeks) according to the following scheme:

00 = less than 1 month	01 = 1 to less than 2 months	02 = 2 to less than 3 months	03 = 3 to less than 4 months	etc.
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- c) the **individual** financing of the stay abroad (type of mobility programme)

The significant criterion for differentiating types of mobility programmes is the form of financing.

01 = EU programme (supported by the EU, e.g. Erasmus+, programmes such as EU-China, EU-USA, EU-Canada)
02 = different international/national programme (not supported by the EU, e.g. university partnership), e.g. scholarship from Bielefeld University, scholarship from the host university, scholarship from a foundation, scholarship from the DAAD (German Academic Exchange Service)
03 = no programme, i.e. self-financed

To: the Examination Office of the Faculty of Mathematics

Please complete and print this page.

Personal data

Family name, first name

Matriculation number

E-mail address

Please tick the appropriate box:

No stay abroad relevant to the doctorate during my PhD studies

or

The (three longest) stays abroad relevant to the doctorate are listed below:

1. Stay abroad related to the doctorate

a) country

b) stay in months

c) type of mobility programme

2. Stay abroad related to the doctorate

a) country

b) stay in months

c) type of mobility programme

3. Stay abroad related to the doctorate

a) country

b) stay in months

c) type of mobility programme

By signing this form I confirm that the information given above is complete and correct.

Place, Date

Signature of PhD student