

University of Kassel – department 11
Resolution of the study committee on 24th, July 2007

Subsidies of projects and final theses

(Amount of subsidies: 8.000 €/semester from study grants)

Subsidies from study tuitions should be awarded according to the following criteria:

Criteria:

- max. 400 € per student und degree programme
- interdisciplinary works with several students have priority
- it will be given higher priority to projects then to final theses
- the number of students from different degree programmes must be balanced
- commitment of the supervisors during the mentoring of the project

Application procedure:

An application with informal character must contain subject, term, listing of estimated costs (travel expenses using a passenger car should be calculated with 0,21 €/km; normal printing of the thesis can` t be supported), project participants, tutors, postal address and e-mail address.

- applications to Holger Mittelstraß
- decisions will be taken at the meetings of the study committee
- application deadlines in the winter term: 15th October and 15th January
- application deadlines in the summer term: 1st April and 1st June

Accountings:

- Listing of the expenses (every single amount has to be listed, see form)
- Original receipts should be numbered and stucked on a Din A4 sheet as an appendix
- Supervisor must sign properly
- Add abstract of the project/final thesis

Project/final thesis - accountings

Date _____

Name _____
 Street _____
 Postal code/ residence _____
 Phone _____
 E-mail _____

Following costs originated from the project:

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No.	Date	Intended use	Amount
SUM			

Please remit the total amount of _____ Euros to the bank account indicated below:

Name of the payee _____
 Account number. _____
 Bank code _____
 Bank _____

Factually correct:

 Signature of student

 Signature of Supervisor