

TUM Practical Research Experience Program (TUM PREP)

Information for Partner Institutions



TUM PREP student in the lab (Image: Benz/TUM)

Program Overview

What is TUM PREP?

Excellent North American students are invited to apply for the TUM Practical Research Experience Program (TUM PREP), a research internship program of at least 10 weeks of research work that runs over the course of the summer. Working on a research project under the supervision of a TUM academic, TUM PREP participants will build up and further refine their research skills, learn more about the specifics of the German higher education and research landscape, and become members of the diverse scientific community at Germany's top-ranked technical university.

TUM PREP applicants demonstrate outstanding academic achievements, can easily adapt to new environments and are driven by a general curiosity for science and research. During their stay and beyond, program participants serve as ambassadors for their home institutions and for TUM, respectively, and will contribute to the strengthening of international research networks.

TUM International Center will arrange accommodation for all program participants, and award scholarships to students in need of financial support. An orientation week - including information and networking events as well as a cultural program - and student buddies will ensure that program participants are well integrated into the local student body, and will have a chance to immerse themselves in the unique cultural and economic environment of Munich and Bavaria.

TUM PREP Website
(including project list)

<https://www.international.tum.de/en/prep/>

Program Dates 2020	
Application period	October 1 – November 29, 2019
Kick-off Event	May 26, 2020
Orientation Week	May 27 – June 1, 2020
Project Duration	June 2 – August 13, 2020*
Closing Event	August 13, 2020

* In most cases, an extension of the project duration (earlier project start, later project end) is possible in consultation with the TUM PREP project supervisor.

Services

Individual Support	
TUM PREP Program Manager	A designated TUM PREP Program Manager will support the program participants individually.
TUM PREP Buddies	With the student buddy system, participants will further have a TUM student as individual contact person.

Financial Support	
Eligibility	<p>TUM will financially support all program participants <u>not</u> receiving any other scholarship directly related to their stay in Munich.</p> <p>Students of German nationality or those who received a university entry qualification from a German school are in general ineligible for the TUM scholarship.</p> <p>Please consult us in this cases.</p>
TUM PREP Scholarship	1,000 €

Accommodation	
Accommodation support	<p>All students will be offered accommodation support, upon admission to the program. This housing options - mainly in student dorms - will guarantee safe and clean accommodation and will integrate students into the local student population.</p> <p>Due to administrative reasons, the dorm offer is mainly contingent on students renting a room for the duration of the full TUM summer semester (April-September). Under this option, move-in/move-out dates will be flexible, while total rent-related expenses will usually not exceed those incurred for a room on the extremely competitive private housing market in Munich.</p>
Dorm Equipment	Dorm rooms come fully furnished; bathrooms and kitchens are mostly shared with other residents.
More Information	http://www.studentenwerk-muenchen.de/en/accommodation/life-in-a-student-halls-of-residence/

Other Housing Options	<p>TUM International Center will support students who do not prefer to rent a dorm room, though we cannot guarantee that alternative housing will be available due to the highly competitive housing market.</p> <p>For more information on TUM International Center's housing support: http://www.international.tum.de/en/coming-to-tum/exchangestudents/accommodation/</p>
-----------------------	---

Credits and Certificate

Certificate	TUM PREP participants will obtain a certificate with a written evaluation of their research work from their project supervisors.
ECTS Credits	<p>TUM PREP participants may obtain ECTS credits, if needed. The rule is: 1 ECTS Credit \triangleq 30 hours of student workload.</p> <p>Applicants are expected to have clarified whether participation in TUM PREP can be recognized by their home institution / faculty.</p> <p><i>All students will hand in a research poster in the end of the project phase and present it in poster sessions at the TUM PREP Closing Event. Additionally, some university chairs expect participants to hand in some form of written work at the end of their project (project report or paper etc.).</i></p>

Framework Program

Kick-off & Closing Event	<p>The TUM PREP Kick-off, a special information and networking event for all program stakeholders, will facilitate the start of the project phase.</p> <p>The TUM PREP Closing Event with research poster sessions will be a well-rounded conclusion of the participants' time at TUM. Project supervisors and student buddies will be invited to attend both events.</p>
TUM PREP Orientation Week and Framework Program	TUM International Center will also arrange a series of activities specifically designed for TUM PREP students, including industry on-site visits, workshops, information events, networking events and cultural activities. Most activities will be offered during the orientation week in the beginning of the program.
Cultural Immersion: TUMi Program	<p>TUM PREP participants are further invited to participate in the cultural activities organized in the framework of the TUMi program: http://www.international.tum.de/en/coming-to-tum/tumi/</p>

Expense Estimates

Expense Estimates	
Program Fee	None
General Expenses (totals for the entire stay)	<ul style="list-style-type: none"> Accommodation: up to 1,800 € (depending on individual dorm prices, partly to be paid before arrival) Living Expenses: up to 1,500 € (depending on individual spending habits) German Health Insurance: ca. 470 €
One-Time Expenses	<ul style="list-style-type: none"> Enrolment Fee: ca. 130 €* Semester ticket for public transport: ca. 200 € (recommended) [Dorm Security Deposit: ca. 500 €*] (will be refunded shortly after the student's stay) Travel Expenses (flight there and back): ca. 600 - 1,000 €* Visa Expenses (if applicable): ca. 60 – 100 €* <p>U.S. and Canadian citizens do not need a visa, if their stay in Germany does not exceed 90 days.</p> <p>*to be paid before arrival</p>
Health Insurance	By law, all students must obtain health coverage to be enrolled in a German university. In very limited cases, an existing international health insurance may be accepted, if it has no upper limits for payments in the event of damage.
Liability Insurance	TUM International Center strongly recommends that students have sufficient insurance coverage, especially when working with sensitive laboratory equipment. For more information, please see ' liability insurance ' on our website for visiting students.

How to Apply

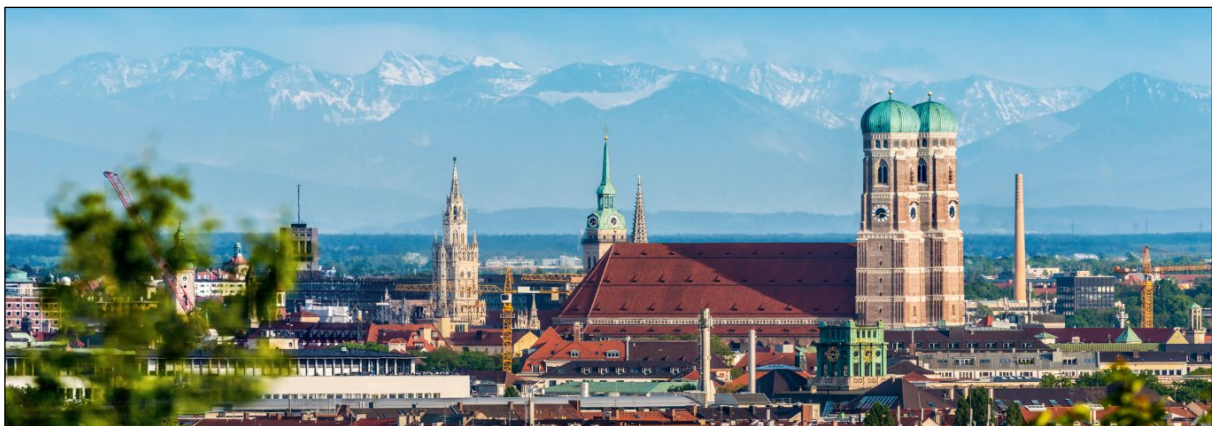
Application Requirements	
Level of Studies	<p>Highly qualified students approaching the end of their bachelor studies as well as master students are eligible to apply for the program.</p> <p>Students need to have completed at least two years of undergraduate studies by the time of arrival to TUM.</p> <p>The program is not offered to doctoral students.</p>
GPA Requirement	3.0 or better (4.0 scale)
German Language Proficiency	<p>All communication between students, the Program Manager and project supervisors will be in English.</p> <p>Munich is an international city and Germans typically speak English quite fluently. Students without any German skills should not have any problems in day-to-day encounters with locals.</p>
Choice of Project	Students have the option to apply for two project priorities and additionally name more projects of their interest.
Project-specific Skills	Available projects might list specific course requirements or other skills as prerequisites for potential applicants. Students must check whether they meet these requirements before applying.

Application Procedure	
Application Documents	<p>Students should submit the following application documents via an online application platform published at the TUM PREP website during the application period:</p> <ul style="list-style-type: none"> ▪ Application Form (<i>online registration</i>) ▪ Letter of Motivation (<i>at least 1 letter for project priorities 1 and 2</i>) ▪ Resume ▪ Transcript of Records ▪ Letter of Recommendation (<i>usually by a professor or academic supervisor</i>) ▪ Confirmation of Insurance (<i>meaning students will take care of the necessary insurance coverage</i>)
Application Deadline	November 29, 2019

Application Procedure	<p>Students may generally apply via the online application platform, though partners are welcome to opt for a pre-selection and nomination of their students.</p> <p>In this case, TUM International Center will need to receive both nominations (via e-mail to prep@tum.de) as well as the students' applications (uploaded in the application platform) by the deadline.</p> <p>Please understand that your nomination cannot guarantee a TUM PREP project spot per se, as the final selection will be done by the project supervisors.</p>
Placement	<p>TUM PREP's admission procedure will be highly competitive, and TUM International Center cannot guarantee that applicants will be placed.</p> <p>Student applications will be assessed in close cooperation with project supervisors, taking into account the applicants' academic credentials and motivation.</p>
Notification of Admission	<p>TUM International Center will inform all students and partners about the admission of their students to a specific project by the end of January.</p>

Contact

TUM International Center
Sara Basurco – Program Manager – TUM Practical Research Experience Program (TUM PREP)
basurco@zv.tum.de
<http://www.international.tum.de/en/prep/>



(Image: davis – Fotolia)